



# DU PAGE COUNTY

## Economic Development Committee

### Final Regular Meeting Agenda

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

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Tuesday, March 18, 2025

8:30 AM

Room 3500A

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1. CALL TO ORDER
2. ROLL CALL
3. CHAIRWOMAN'S REMARKS - CHAIR YOO
4. PUBLIC COMMENT
5. APPROVAL OF MINUTES
  5. A. [25-0735](#)  
Economic Development Committee -Summary Minutes - February 18, 2025
6. INCUMBENT WORKER TRAINING
  6. A. [25-0736](#)  
Borter Heating and Air Conditioning Company
  6. B. [25-0737](#)  
Mindsight
  6. C. [25-0738](#)  
The Mechanical Automation Company
7. CHANGE ORDERS
  7. A. [25-0599](#)  
Decrease purchase order 6457-0001 SERV issued to Turning Pointe Autism Foundation in the amount of \$75,000, and extend the contract through September 30, 2025 to continue services to youth in DuPage County. (Workforce Development Division)
8. SPOTLIGHT ON WOMEN-OWNED BUSINESSES
9. OLD BUSINESS
10. NEW BUSINESS
11. ADJOURNMENT



# Minutes

421 N. COUNTY FARM  
ROAD  
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[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #: 25-0735**

**Agenda Date: 3/18/2025**

**Agenda #: 5. A.**

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# DU PAGE COUNTY

## Economic Development Committee

### Final Summary

421 N. COUNTY FARM ROAD  
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**Tuesday, February 18, 2025**

**8:30 AM**

**Room 3500A**

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**1. CALL TO ORDER**

8:30 AM meeting was called to order by Chair Yeena Yoo at 8:30 AM.

**2. ROLL CALL**

Member Lucy Chang Evans and Member Andrew Honig were also present for the Committee meeting.

<b>PRESENT</b> Childress, Eckhoff, Galassi, Haider, Rutledge, and Yoo
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**3. CHAIRWOMAN'S REMARKS - CHAIR YOO**

Chair Yoo mentioned that federal dollars for the workNet program are being monitored and status will be revisited in March. The Chair also reminded the Committee about the first business meeting of the Industry Insight Series, to be held March 20, 2025. The Invitation will be sent to committee members later this afternoon. Chair Yoo welcomed the DCVB for the annual presentation and congratulated them on the success of the Frosty Faustings event this year which generated a \$2.2 million dollar economic impact to DuPage County.

**4. PUBLIC COMMENT**

No public comments were offered.

**5. APPROVAL OF MINUTES**

5. A. [25-0435](#)

Economic Development Committee- Minutes- January 21,2025

**Attachments:** [Economic Development Committee- Minutes summary- 1.21.25](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Sheila Rutledge

**6. INCUMBENT WORKER TRAINING**

6. A. [25-0439](#)

Dreisilker Electric Motors, Inc.

**Attachments:** [Dreisilker IWT - Board Memo](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
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<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Kari Galassi

- 6. B. [25-0518](#)  
Pepperidge Farm

**Attachments:** [Pepperidge Farm - Board memo](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Kari Galassi

**7. PRESENTATION - Annual DuPage Convention & Visitors Bureau, Beth Marchetti**

Beth Marchetti, Executive Director of the DuPage Convention & Visitors Bureau, presented the annual report to the Committee Members. Topics included tourism revenue, events outcomes for 2024, future events for 2025, and marketing strategies and successes. Ms. Marchetti also spoke to the Ground Transportation Grant Program. Member Childress had to leave the meeting prior to the consensus, but expressed his support for the DCVB Ground Transportation Grant Program.

**8. RESOLUTIONS**

- 8. A. [ED-R-0001-25](#)  
DuPage Convention & Visitors Bureau Designation of Representation for Grant Purposes.

**Attachments:** [County Resolution Request FY2025.docx\\_Redacted](#)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Saba Haider
<b>SECONDER:</b>	Kari Galassi

- 8. B. [FI-R-0040-25](#)  
Annual financial commitment in support of the DuPage Convention & Visitors Bureau for Fiscal Year 2025, \$50,000.

**Attachments:** [County Resolution Request FY2025.docx\\_Redacted](#)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Saba Haider

**9. DISCUSSION - DCVB Ground Transportation Grant Program**

A consensus was taken at the meeting to move ahead with this item at the Finance Committee meeting on February 25, 2025

**10. OLD BUSINESS**

Chair Yoo mentioned the article for Frosty Faustings, the DCVB event, that was passed out to Committee members.

**11. NEW BUSINESS**

Member Galassi requested a summary of the athletic centers being built New Lenox and Aurora from Choose DuPage. This will be sent to members upon request.

**12. ADJOURNMENT**

With no further business, the meeting was adjourned at 9:04 AM.



# Informational

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**File #:** 25-0736

**Agenda Date:** 3/18/2025

**Agenda #:** 6. A.

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**DUPAGE  
COUNTY**

**Workforce  
Development**

2525 Cabot Drive,  
Suite 302  
Lisle, IL 60532

630-955-2030  
Fax: 630-955-2059

[www.worknetdupage.org](http://www.worknetdupage.org)

## HUMAN RESOURCES

630-407-6300  
Fax: 630-407-6301  
[DPCHumanResources@dupageco.org](mailto:DPCHumanResources@dupageco.org)

[www.dupageco.org/hr](http://www.dupageco.org/hr)

### Memo

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Date: February 10, 2025  
To: Economic Development Committee  
From: Griffin Leininger, Business Services Lead, DuPage Workforce Development Division  
RE: Incumbent Worker Training Application – Borter Heating and Air Conditioning Co., Inc.

Borter Heating and Air Conditioning Company is a small, family-owned business that has been operated by the Borter family since 1961. Now in the third generation of ownership, Borter provides residential and light commercial HVAC service and installations throughout DuPage County.

Because the company is a Lennox Premier Dealer, all product installations and a strong majority of the maintenance servicing performed by Borter technicians is specific to Lennox equipment.

Borter identified an immersive training program that will allow a trainee to gain valuable skills much faster than traditional on-the-job training. This will increase not only the trainee's productivity and independence, but the productivity of the senior technicians who will be free to go on more calls and increase revenue.

Notes:

- \* Borter Heating and Air Conditioning Company - 31 Employees
- \* Located in Wheaton, Illinois
- \* Number of Incumbent Workers to be Trained: 10
- \* Total Amount Approved: \$23,100.00



# Informational

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**File #:** 25-0737

**Agenda Date:** 3/18/2025

**Agenda #:** 6. B.

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### Memo

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Date: February 10, 2025  
To: Economic Development Committee  
From: Griffin Leininger, Business Services Lead, DuPage Workforce Development Division  
RE: Incumbent Worker Training Application – Mindsight

Mindsight is industry-recognized for delivering secure IT solutions and thought leadership that addresses clients' infrastructure and communications needs. Mindsight consultants serve emerging to enterprise organizations around the globe with expertise in risk management, data security, business growth, team collaboration, and technology optimization.

Developing Azure administrators how to plan, deliver, and manage virtual desktop experiences and remote apps, for any device, on Azure. Almost all of our clients use both Azure and on-premise networks and will be taught how to connect the cloud and data center and support any problems.

The Microsoft training is imperative because Mindsight clients rely heavily on Microsoft technology and solutions. Because Microsoft touches so many aspects of Mindsights client's computing environment, Mindsight engineers must continue to be specialists in new Microsoft technologies. This training allows engineers to support critical aspects of clients' computing environment.

Cisco networking and security are the primary technologies used by Mindsight's clients for their networking infrastructure. This training is expert level training covering Cisco's core solutions in network and security.

As a result of these trainings, Mindsight anticipates up to \$1,000,000 in new revenue and up to eight new customers over the course of the year. Mindsight will also be able to retain three engineers who might otherwise be reduced due to lack of work that matches their skillset before training. All trainees will receive a wage increase as a result of training. Mindsight is hopeful that they will also increase staff by two engineers because of the training.

Notes:

- \* Mindsight - 60 Employees
- \* Located in Downers Grove, Illinois
- \* Number of Incumbent Workers to be Trained: 8
- \* Total Amount Approved: \$12,208.50



# Informational

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**File #:** 25-0738

**Agenda Date:** 3/18/2025

**Agenda #:** 6. C.

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### Memo

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Date: March 5, 2025  
To: Economic Development Committee  
From: Nicolas J. Webb, Business Services Representative, DuPage Workforce Development Division  
RE: Incumbent Worker Training Application – Mechanical Automation Company

The Mechanical Automation Company is a business based in Wood Dale that specializes in the installation and maintenance of laundry dryer systems. Their employees will soon be entering into several trainings. One employee is entering into a welding apprenticeship, one in an IT apprenticeship, and two more in National Electric Code and Chicago Electric Code training. These trainings are intended to address gaps in skills that are needed to ensure compliance with safety guidelines and lay the groundwork for future growth.

Welders are required to install the metal housings of the dryer units and the company's internal operations will require someone with IT knowledge as the company grows and expands its employee base. Large electrical systems – especially those with heating units – must be installed in such a way as to mitigate fire risk.

The welding and IT apprenticeships combine classroom instruction with hands-on experience, starting with the fundamentals of their respective disciplines. The Electric Code classes will cover the guidelines of the electric codes of the U.S. and the City of Chicago, analyzing case studies of fire incidents to connect the guidelines with real-world outcomes.

Notes:

- \* Mechanical Automation Company — 5 Employees
- \* Located in Wood Dale, Illinois
- \* Number of Incumbent Workers to be Trained: 4
- \* Total Amount Approved: \$12,900.00



## Consent Item

421 N. COUNTY FARM  
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**File #:** 25-0599

**Agenda Date:** 3/18/2025

**Agenda #:** 7. A.

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# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Consent  
EDC 3/18  
CB 3/25

Date: 2/14/25

MinuteTraq (IQM2) ID #: 25-0599

<b>Purchase Order #:</b> 6457	<b>Original Purchase Order Date:</b> Jun 1, 2023	<b>Change Order #:</b> 3	<b>Department:</b> Human Resources/WDD
<b>Vendor Name:</b> Turning Pointe Autism Foundation		<b>Vendor #:</b> 24835	<b>Dept Contact:</b> Lisa Schvach/Jamie Brown

**Background and/or Reason for Change Order Request:**

Decrease contract by \$75,000 and extend to 9/30/25 to continue services to youth in DuPage County. Transfer funds between lines to accommodate new program year (PY24)

Line 2 - decrease by \$26,106.05, to close line

Line 3 - decrease \$100,253.65

Add new line - Desc1: YOUTH TRAINING PROGRAM, Desc2: YOUTH TRAINING PROGR 24-681006, Company 5000, AU2840, Acct 53820-0000, Activity 24-681006. Amount \$51,359.70.

### IN ACCORDANCE WITH 720 ILCS 5/33E-9

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$89,141.00
B	Net \$ change for previous Change Orders	\$139,441.00
C	Current contract amount (A + B)	\$228,582.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$75,000.00)
E	New contract amount (C + D)	\$153,582.00
F	Percent of current contract value this Change Order represents (D / C)	-32.81%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	72.29%

### DECISION MEMO NOT REQUIRED

- Cancel entire order
- Close Contract
- Contract Extension (29 days)
- Consent Only
- Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_
- Price shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Decrease remaining encumbrance and close contract
- Increase encumbrance and close contract
- Decrease encumbrance
- Increase encumbrance

### DECISION MEMO REQUIRED

- Increase (greater than 29 days) contract expiration from: May 31, 2025 to: Sep 30, 2025
- Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount  Funding Source \_\_\_\_\_
- OTHER - explain below:

\_\_\_\_\_

DB _____	6191 _____	Feb 13, 2025 _____	LS _____	Feb 14, 2025 _____
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext

### REVIEWED BY (Initials Only)

Buyer _____	Date _____	Procurement Officer <u>[Signature]</u>	Date <u>2/19/25</u>
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**Decision Memo**  
**Procurement Services Division**

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: 2/14/2025

MinuteTraq (IQM2) ID #: 25-0599

Department Requisition #: \_\_\_\_\_

Requesting Department: Human Resources-WDD	Department Contact: Lisa Schwach
Contact Email: Ischvach@worknetdupage.org	Contact Phone: (630) 955-2066
Vendor Name: Turning Pointe Autism Foundation	Vendor #: 24835

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

The action requested is a decrease in the amount of \$75,000 and extend to 9/30/25 to the Turning Pointe contract serving youth in DuPage County. This decrease will allow the funds to be expended in other programs that serve youth in DuPage County with WIOA funding.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The Workforce Innovation and Opportunity Act (WIOA) provides funding for job training and employment services to residents of DuPage County. The monies utilized for the aforementioned grant are Federal dollars; DuPage County acts as the fiscal agent for the distribution of monies for WIOA program.

**Strategic Impact**

Economic Growth Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

The WIOA program is designed to assist DuPage County residents achieve self-sufficient employment in in-demand occupations.

**Source Selection/Vetting Information** - Describe method used to select source.

Request for Proposals were previously issued to secure the existing contracts for WIOA youth program in DuPage County.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

- 1) Reduce Turning Pointe contract.
- 2) Seek new bids through a new RFP.

The recommendation is to reduce the contract as Turning Pointe is unable to expend all monies awarded in the original contract. The monies will be utilized to fund existing youth programming in DuPage County.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000-2840:

Financial Impact for FY2023 -	\$ 8,654.62
Financial Impact for FY2024-	82,095.83
Financial Impact for FY2025-	62,831.55
Total contract amount	- \$ 153,582