



# DU PAGE COUNTY

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

## Finance Committee

### Summary

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**Tuesday, March 12, 2024**

**8:00 AM**

**County Board Room**

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**1. CALL TO ORDER**

8:00 AM meeting was called to order by Chair Chaplin at 8:00 AM.

**2. ROLL CALL**

<b>PRESENT</b>	Chaplin, Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT</b>	Galassi

Member Childress arrived at 8:04 AM.

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN**

Chair Chaplin let the Committee members know that the wooden nameplates at their seats were made by the Facilities Department as a keepsake for the them.

**5. APPROVAL OF MINUTES**

5.A. [24-0822](#)

Finance Committee - Regular Meeting - Tuesday, February 27, 2024

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Patty Gustin
<b>AYES:</b>	Chaplin, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Childress, and Galassi

**6. BUDGET TRANSFERS**

6.A. [24-0865](#)

Transfer of funds from 1100-1215-53830 (other contractual expenses) to 1100-1215-54100 (IT equipment), in the amount of \$100,000, to realign ARPA FY24 for replacement of backup appliances and annual maintenance and support of Vertias Netbackup software for Information Technology. (ARPA ITEM)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Patty Gustin
<b>SECONDER:</b>	Yeena Yoo
<b>AYES:</b>	Chaplin, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Childress, and Galassi

6.B. [24-0887](#)

Budget Transfers 03-12-2024 - Various Companies and Accounting Units

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Sadia Covert
<b>SECONDER:</b>	Paula Garcia
<b>AYES:</b>	Chaplin, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Childress, and Galassi

7. **PROCUREMENT REQUISITIONS**

A. **Finance - Chaplin**

7.A.1. [24-0914](#)

Decrease Purchase Order 6499-0001 SERV, issued to Ceridian HCM, Inc., in the amount of \$115,000. (Human Resources)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin
<b>AYES:</b>	Chaplin, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Childress, and Galassi

7.A.2. [FI-CO-0008-24](#)

Increase Purchase Order 6498-0001 SERV, issued to Ceridian HCM, Inc., in the amount of \$115,000, an increase of 6.39%. (Human Resources)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin
<b>AYES:</b>	Chaplin, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Childress, and Galassi

7.A.3. [FI-P-0005-24](#)

Recommendation for the approval of a contract purchase order to Marsh & McLennan Agency, LLC, to provide assistance and evaluation of the County's Health and Wellness Benefits, for Human Resources, for the period of April 1, 2024 to March 31, 2025, for a contract total amount not to exceed \$200,000; per RFP 21-003-HR, first and final renewal.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin

**B. Human Services - Schwarze**

7.B.1. [HS-P-0015-24](#)

Awarding resolution issued to Comcast Cable Communications Management, LLC, dba Effectv, to provide a Call 211 Of DuPage local advertising campaign for community awareness, from March 12, 2024 through June 30 2024, for a contract total amount not to exceed \$130,000; per RFP #24-023-CS. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Greg Schwarze
<b>SECONDER:</b>	Patty Gustin

7.B.2. [HS-R-0010-24](#)

Authorizing Execution of Intergovernmental Agreement between Pace Suburban Bus and DuPage County Community Services for Paratransit Service in the amount of \$657,200. FY24 (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Greg Schwarze
<b>SECONDER:</b>	Paula Garcia

**C. Judicial and Public Safety - Evans**

7.C.1. [JPS-R-0006-24](#)

Authorization to purchase one (1) vehicle for the Children's Center of the DuPage County State's Attorney's Office (Contract amount not to exceed \$45,000.) (State's Attorney's Office)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Lucy Evans
<b>SECONDER:</b>	Patty Gustin

**D. Public Works - Garcia**

7.D.1. [FM-P-0010-24](#)

Recommendation for the approval of a contract to Cintas Corporation No. 2, to provide and deliver employee uniforms, as needed, for Facilities Management, for the period of March 13, 2024 through March 12, 2025, for a total contract amount not to exceed \$50,000, per lowest responsible bid #23-136-FM.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Yeena Yoo

7.D.2. [FM-P-0011-24](#)

Recommendation for the approval of a contract to Hey and Associates, Inc., for Natural Areas Management, which includes controlled burning and weeding of the native gardens on the County campus, for Facilities Management, for the period of March 12, 2024 through March 11, 2025, for a total contract amount not to exceed \$36,500, per RFP #24-020-FM.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Sheila Rutledge

7.D.3. [FM-P-0012-24](#)

Recommendation for the approval of a contract to A&P Grease Trappers, Inc., for sanitary, grease trap and storm basin pumping, jetting, and cleaning, as needed for the County campus, for Facilities Management, for the period of April 14, 2024 through April 13, 2025, for a total contract amount not to exceed \$82,750, per renewal option under bid award #21-017-FM, third and final option to renew. (\$60,000 for Facilities Management, \$5,200 for Animal Services, and \$17,550 for the Division of Transportation).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Mary Ozog

7.D.4. [FM-R-0001-24](#)

Resolution to approve a notice of intent to participate in the coalition by Kane County, Illinois, for the Climate Pollution Reduction Grant implementation application and program.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

7.D.5. [PW-CO-0002-24](#)

Amendment to County Contract #6571-0001 SERV, issued to Fox Valley Fire & Safety Company, Inc., to repair the fire alarm system and Notifier Panel at the Woodridge Greene Valley Wastewater Treatment Plant, for Public Works, for a change order to increase the contract in the amount of \$20,000, resulting in an amended contract amount not to exceed \$93,250, an increase of 27.30%.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Yeena Yoo

7.D.6. [PW-P-0006-24](#)

Recommendation for the approval of a contract to Sheffield Safety & Loss Control, LLC, for Safety Program Manager Services, for the period of April 1, 2024 to March 31, 2025, for a total contract amount not to exceed \$100,000 (Public Works \$25,000, Facilities Management \$25,000, Transportation \$25,000, and Stormwater \$25,000), per renewal option under bid #21-064-PW, first and final option to renew.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

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

Recommendation for the approval of a contract to Alfa Laval, Inc., to provide repair parts for the Ashbrook gravity belt thickeners and belt presses at the Woodridge Greene Valley Wastewater Treatment Plant and the Knollwood Wastewater Treatment Plant, for Public Works, for the period of May 1, 2024 to April 28, 2028, for a total contract amount not to exceed \$80,000; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source – Alfa Laval, Inc. parts are the only parts that are interchangeable with our existing equipment.)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Yeena Yoo

7.D.8. [PW-R-0002-24](#)

Declaration of the Highland Hills Sanitary District Property as Surplus Real Estate

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Yeena Yoo

**E. Stormwater - Zay**

7.E.1. [SM-P-0006-24](#)

Recommendation for the approval of a contract issued to Wang Engineering, Inc., for On-Call Geotechnical and Engineering services, for Stormwater Management, for the period of March 12, 2024 through November 30, 2024, for a contract total amount not to exceed \$40,000. 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.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Jim Zay
<b>SECONDER:</b>	Dawn DeSart

**F. Technology - Yoo**

7.F.1. [TE-P-0006-24](#)

Recommendation for the approval of a contract purchase order to Toshiba Business Solutions, for multi-functional device equipment, supplies, software and service solutions, for all County Departments, for the period of April 1, 2024 through March 31, 2029, for a contract total amount not to exceed \$1,500,000; per lowest responsible bid 24-019-IT.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Patty Gustin

7.F.2. [TE-P-0007-24](#)

Recommendation for the approval of a contract purchase order to Insight Public Sector, for the replacement of backup appliances and annual maintenance and support of Veritas Netbackup software, for Information Technology, for the period of April 1, 2024 through March 31, 2026, for a contract total amount of \$374,718.84; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (OMNIA Partners Contract #23-6692-03). (ARPA Item)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Patty Gustin

**G. Transportation - Ozog**

7.G.1. [24-0815](#)

DT-R-0178B-21 Amendment to Resolution DT-R-0178A-21 Intergovernmental Agreement between to County of DuPage and the Village of Lisle for improvements along CH 3/Warrenville Road and the replacement of the bridge over the east branch of the DuPage River; to correct a scrivener’s error (County to be reimbursed \$414,238).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Patty Gustin

7.G.2. [DT-P-0015-24](#)

Recommendation for the approval of a contract purchase order to Al Warren Oil Company, Inc., to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation and Public Works, for the period of April 1, 2024 through March 31, 2025, for a contract total not to exceed \$1,750,000 (Division of Transportation \$1,000,000/Public Works \$750,000); per renewal option under bid award # 23-011-DOT, first of three renewals.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia



7.G.3. [DT-P-0016-24](#)

Recommendation for the approval of a contract to Standard Equipment Company, to furnish and deliver one (1) 2024 International HV607 Vector Chassis with 2100i Sewer Cleaner, for the Division of Transportation, for the period of March 5, 2024 to November 30, 2024, for a contract total not to exceed \$599,660; Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell contract #101221-VTR).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia

7.G.4. [DT-P-0017-24](#)

Recommendation for the approval of a contract to Stanley Consultants, Inc., to provide Professional Construction Engineering Services for CH 3/Warrenville Road over the East Branch of the DuPage River, Section # 14-00124-04-BR, for the Division of Transportation, for the period of March 12, 2024 through November 30, 2025, for a contract total not to exceed \$801,990. Professional Services (Architects, Engineers & 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. (County to be reimbursed \$633,736).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia

7.G.5. [DT-P-0018-24](#)

Recommendation for the approval of a contract to HDR Engineering, Inc., for Professional Concept Development Engineering Services for the CH 11/Army Trail Road at Munger Intersection Improvements, Section 23-00240-11-CH, for the period of March 12, 2024 through November 30, 2025, for a contract total not to exceed \$171,926.78. 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.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Jim Zay

7.G.6. [DT-R-0012-24](#)

Joint Funding Agreement for construction work between the County of DuPage and the Illinois Department of Transportation for CH 3/Warrenville Road over the East Branch of the DuPage River-Section #14-00124-04-BR (Estimated County cost \$1,507,432.00).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia

8. **FINANCE RESOLUTIONS**

8.A. [FI-R-0052-24](#)

Additional appropriation for the Sale in Error Interest Fund, Company 1100, Accounting Unit 5020, \$15,047. (Treasurer's Office)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin

8.B. [FI-R-0053-24](#)

Additional appropriation for the ARPA Fund, Company 1100, Accounting Unit 1215, in the amount of \$500,000. (ARPA INTEREST)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin

8.C. [FI-R-0054-24](#)

Approval of additional funding for the Local Food Pantry Infrastructure Investment Program in the amount of \$500,000. (ARPA INTEREST)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Greg Schwarze

8.D. [FI-R-0051-24](#)

Approval of a second amendment to the grant agreement between the County of DuPage and Northern Illinois Food Bank for the use of ARPA funds. (ARPA ITEM)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Patty Gustin

9. INFORMATIONAL

A motion was made by Member Krajewski and seconded by Member Zay to receive and place on file: Payment of Claims and Wire Transfers. Upon a voice vote, the motion passed.

A. Payment of Claims

9.A.1. [24-0795](#)

02-23-2024 Paylist

9.A.2. [24-0820](#)

02-27-2024 Paylist

9.A.3. [24-0852](#)

03-01-2024 Paylist

9.A.4. [24-0868](#)

03-05-2024 Auto Debit Paylist

9.A.5. [24-0880](#)

03-05-2024 Paylist

B. Wire Transfers

9.B.1. [24-0883](#)

03-06-2024 Corvel Wire Transfer

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Jim Zay
<b>AYES:</b>	Chaplin, Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
<b>ABSENT:</b>	Galassi

10. PRESENTATIONS

**10.A. MissionSquare 457 Plan Update**

Vince Allegra from Creative Planning Retirement Services (formerly Mesirow) and Ray Fortin from MissionSquare Retirement provided the Committee with a 457 Plan investment review. Mr. Allegra stated that 2023 showed a phenomenal performance compared to 2022. He reviewed current plan assets and investments within the 457 program, all of which are performing positively. The target dates funds were reaffirmed as a gold rating by Morningstar, one of only 4 out of 80 in the Morningstar database. Many retirees elect to take their balance out of the 457 program, which is leading to challenges from a plan perspective.

Mr. Fortin stated that as of December 31, 2023, the plan's balance is \$81,711,485 with 1,324 participant accounts. The average participant balance of the plan is \$61,716. The plan has 683 actively contributing individuals and 525 separated from service, which shows that this is a mature plan with a mature workforce. Persons age 50-69 represent 64% of the plan's active population. For 2024, MissionSquare is planning to meet more frequently with employees in-person. They also offer a webinar program which provides financial wellness tools and resources to help educate employees.

**11. OLD BUSINESS**

Member DeSart asked for an update on the job sharing and hybrid work policies. Chris Clevenger, Interim Human Resources Director, will send the Job Share Arrangements Policy and the Telework Policy to the Committee members.

**12. NEW BUSINESS**

No new business was discussed.

**13. ADJOURNMENT**

A motion was made by Member Garcia and seconded by Member Zay to adjourn at 9:07 AM. Upon a voice vote, the motion passed.