



DU PAGE COUNTY

Finance Committee

Summary

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

Tuesday, January 9, 2024

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Chaplin at 8:02 AM.

A motion was made by Member Childress and seconded by Member Rutledge to allow for remote participation. Upon a voice vote, the motion passed.

2. ROLL CALL

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| PRESENT | Chaplin, Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay |
| ABSENT | Covert |
| REMOTE | LaPlante |

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN

Chair Chaplin wished everyone a Happy New Year.

5. APPROVAL OF MINUTES

5.A. [24-0136](#)

Finance Committee - Regular Meeting - Tuesday, December 12, 2023

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| RESULT: | APPROVED |
| MOVER: | Patty Gustin |
| SECONDER: | Dawn DeSart |
| AYES: | Chaplin, Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, Ozog, Rutledge, Schwarze, Yoo, and Zay |
| ABSENT: | Covert, and Tornatore |
| REMOTE: | LaPlante |

A motion was made by Member Chaplin and seconded by Member DeSart to discharge all of the committees who did not hold meetings on January 2nd. Upon a voice vote, the motion passed.

6. BUDGET TRANSFERS

6.A. [24-0261](#)

Transfer of funds from 1000-1120-50000 (regular salaries) and 1000-1120-52200 (operating supplies & materials) to 1000-1120-50010 (overtime) and 1000-1120-52210 (food & beverages) in the amount of \$10,300 to cover cost of staff overtime and water service invoices for FY23. (Human Resources)

RESULT: APPROVED

MOVER: Paula Garcia

SECONDER: Mary Ozog

6.B. [24-0263](#)

Transfer of funds from 1100-1212-53828 (contingencies) to 1100-1212-51010 (employer share I.M.R.F.) in the amount of \$1,565 to cover remaining employer share I.M.R.F. expenses for FY23. (Finance - Tort Liability)

RESULT: APPROVED

MOVER: Brian Krajewski

SECONDER: Michael Childress

6.C. [24-0274](#)

Budget transfers for various departments pertaining to the transfer of funds to cover the December 2023 Flexible Benefit Earnings.

RESULT: APPROVED

MOVER: Michael Childress

SECONDER: Sheila Rutledge

7. **PROCUREMENT REQUISITIONS**A. **Finance - Chaplin**7.A.1. [24-0139](#)

Decrease and close Purchase Order 4305-0001 SERV, issued to Baker Tilly US LLP, due to the contract has expired.

RESULT: APPROVED

MOVER: Brian Krajewski

SECONDER: Dawn DeSart

7.A.2. [FI-CO-0003-24](#)

Recommendation for the approval of an amendment to purchase order 6778-0001 SERV, for a contract issued to Amazon Capital Services, for the purchase of office supplies and other miscellaneous items, to increase the contract in the amount of \$56,775 to include the Crime Lab and Public Defender accounting units, resulting in an amended contract total amount not to exceed \$780,508.

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Patty Gustin |

7.A.3. [FI-CO-0004-24](#)

Recommendation for the approval of an amendment to purchase order 6795-0001 SERV, for a contract issued to ODP Business Solutions, for the purchase of office supplies and other miscellaneous items, to increase the contract in the amount of \$5,000 to include the Public Defender accounting units, resulting in an amended contract total amount not to exceed \$230,546.

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Cynthia Cronin Cahill |

7.A.4. [FI-CO-0005-24](#)

Recommendation for the approval of an amendment to purchase order 6499-0001 SERV, for a contract issued to Ceridian HCM, Inc., for HR Managed Payroll Services, to increase the contract in the amount of \$248,820 to include Dayforce Touch and Tuff Clocks, resulting in an amended contract total amount not to exceed \$2,181,155.50.

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Yeena Yoo |

B. Development - Tornatore

7.B.1. [24-0173](#)

Transfer of funds from account no. 1100-2810-50080 (Salary & Wage Adjustments) to account no. 1100-2810-50000 (Regular Salaries) in the amount of \$85,000, and from account no. 1100-2810-50080 (Salary & Wage Adjustments) to account no. 1100-2810-51040 (Employee Med & Hosp Insurance) in the amount of \$40,000 for a total of \$125,000 to cover the final FY23 personnel costs.

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| RESULT: | APPROVED |
| MOVER: | Sam Tornatore |
| SECONDER: | Paula Garcia |

C. Human Services - Schwarze

7.C.1. [24-0247](#)

Recommendation for the approval of a contract purchase order to Illinois Aging Services Network, to negotiate managed care contracts for Medicaid, eldercare advantage & commercial plans, for the DuPage Care Center, for the period January 1, 2024 through December 31, 2024, for a total contract amount not to exceed \$18,139.48, per Other Professional Services.

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Dawn DeSart |

7.C.2. [HS-P-0006-24](#)

Recommendation for the approval of a contract purchase order to LeadingAge Illinois, for annual membership dues, for the DuPage Care Center, for the period January 1, 2024 through December 31, 2024, for a total contract amount not to exceed \$32,125. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County code Section 2-353(1)(b).

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Cynthia Cronin Cahill |

7.C.3. [HS-P-0007-24](#)

Awarding resolution issued to 360 Youth Services, to provide case management, housing, job coaching/preparedness, transportation, educational services, and GED coaching to homeless youth in DuPage County, for the period of January 1, 2024 through December 31, 2024, Community Services Block Grant (CSBG) sub-grantee agreement total amount \$55,242. (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Patty Gustin |

7.C.4. [HS-P-0008-24](#)

Awarding resolution issued to H.O.M.E. DuPage, Inc., to provide financial counseling and workshops to low income residents in DuPage County, for the period of January 1, 2024 through December 31, 2024, Community Services Block Grant (CSBG) sub-grantee agreement for a total amount of \$46,888. (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Yeena Yoo |

7.C.5. [HS-P-0009-24](#)

Awarding resolution issued to The GardenWorks Project, to plan, build, promote, and sustain community gardens in DuPage County, for the period of January 1, 2024 through December 31, 2024, Community Services Block Grant (CSBG) sub-grantee agreement total amount of \$70,000. (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Paula Garcia |

7.C.6. [HS-P-0010-24](#)

Awarding resolution issued to Outreach Community Services, Inc., to provide case management, counseling, job skill training and experience, work readiness training, and GED assistance to low income youth residing in DuPage County, for the period of January 1, 2024 through December 31, 2024, for a Community Services Block Grant sub-grantee total of \$100,000. (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Paula Garcia |

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

Authorization to extend a Memorandum of Understanding with American Federation of State, County and Municipal Employees (AFSCME), Council 31. (DuPage Care Center)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Paula Garcia |

7.C.8. [HS-R-0003-24](#)

Amendment of the Contract between the County and the American Federation of State, County and Municipal Employees, Council 31, the DuPage Care Center Bargaining Unit Employees, covering the time period of ratification date through November 30, 2026. (DuPage Care Center)

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| RESULT: | APPROVED |
| MOVER: | Greg Schwarze |
| SECONDER: | Michael Childress |

D. Judicial and Public Safety - Evans7.D.1. [24-0184](#)

Transfer of funds from account no. 1400-5920-50080 (salary and wage adjustments) to account nos. 1400-5920-50000 (regular salaries) and 1400-5920-50040 (part-time help) in the amount of \$1,082 necessary for an unexpected shortage in both accounts for FY23. (Family Center)

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| RESULT: | APPROVED |
| MOVER: | Lucy Evans |
| SECONDER: | Kari Galassi |

7.D.2. [24-0185](#)

Transfer of funds from account no. 1400-5960-50080 (salary and wage adjustments) to account nos. 1400-5960-50000 (regular salaries) and 1400-5960-51050 (flexible benefit earnings) in the amount of \$7,500 necessary to cover anticipated salary increases. (Law Library)

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| RESULT: | APPROVED |
| MOVER: | Lucy Evans |
| SECONDER: | Cynthia Cronin Cahill |

7.D.3. [24-0186](#)

Transfer of funds from account no. 1000-41000-50040 (part-time help) to account nos. 1000-4100-50050 (temporary salaries) and 1000-4100-50010 (overtime) in the amount of \$12,774 necessary to cover the expenses of temporary salaries and overtime for union bargaining members. (Coroner's Office)

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| RESULT: | APPROVED |
| MOVER: | Lucy Evans |
| SECONDER: | Michael Childress |

7.D.4. [24-0142](#)

Recommendation to enter into a professional services agreement with Clausen Miller, PC, to provide professional consultation services related to collective bargaining of modifications to the Agreement between the Chief Judge of the Circuit Court and AFSCME, for the period of January 10, 2024 through January 9, 2025, for the 18th Judicial Circuit Court, for a contract total amount not to exceed \$20,000. Other professional services not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b). (18th Judicial Circuit Court)

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| RESULT: | APPROVED |
| MOVER: | Lucy Evans |
| SECONDER: | Patty Gustin |

7.D.5. [JPS-P-0004-24](#)

Recommendation for the approval of a contract purchase order to Logicalis, Inc., to provide Microsoft 365 Hosting and Managed Services, for the period February 1, 2024 through January 31, 2029, for a total contract amount of \$455,466.60; per RFP 23-101-CCC. (Clerk of the Circuit Court)

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| RESULT: | APPROVED |
| MOVER: | Lucy Evans |
| SECONDER: | Yeena Yoo |

E. Public Works - Garcia7.E.1. [24-0158](#)

Facilities Management – Grounds - \$2,900 budget transfer to cover overtime. Funds will move from account 1000-1102-54130 (Construction & Other Motor Equipment) in the amount of \$450, from account 1000-1102-52320 (Medical/Dental/Lab Supplies) in the amount of \$300 and from account 1000-1102-52200 (Operating Supplies & Materials) in the amount of \$2,150 to account 1000-1102-50010 (Overtime) for a total of \$2,900.

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| RESULT: | APPROVED |
| MOVER: | Paula Garcia |
| SECONDER: | Michael Childress |

7.E.2. [24-0161](#)

Facilities Management – Grounds - \$86,215 budget transfer needed to cover the unforeseen cost of fuel and vehicle repairs for the years 2020 – 2022. Grounds moved from Division of Transportation to Facilities Management in 2020, and Grounds was not invoiced for fuel and vehicle repairs during that time. Funds will move from Facilities Management 1000-1100-54110 (Equipment & Machinery) in the amount of \$78,230 and 1000-1100-50010 (Overtime) in the amount of \$7,985 to Grounds 1000-1102-52260 (Fuel & Lubricants) and 1000-1102-53380 (Repair & Maintenance Auto Equipment) for a total of \$86,215.

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| RESULT: | APPROVED |
| MOVER: | Paula Garcia |
| SECONDER: | Michael Childress |

7.E.3. [FM-P-0004-24](#)

Recommendation for the approval of a contract to Donohue & Associates, Inc., to provide Professional Electrical Engineering Design Services, for the replacement of the 505 building sectionalizer and main switchboard, replace the generator in the 424 building and to replace the east outdoor medium voltage switchgear and generator at the 400 building, and on-call electrical engineering services for Facilities Management, for the period of January 9, 2024 through November 30, 2026, for a total contract amount not to exceed \$360,850. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/ .01 et seq.

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| RESULT: | APPROVED |
| MOVER: | Paula Garcia |
| SECONDER: | Yeena Yoo |

7.E.4. [FM-P-0005-24](#)

Recommendation for the approval of a contract to CDM Smith, Inc., to provide Professional Electrical and Engineering Design Services, for the JTK electrical upgrades, Jail “B” electrical upgrades, campus electric vehicle load evaluation, and on-call electrical engineering services, for Facilities Management, for the period January 9, 2024 through November 30, 2026, for a total contract amount not to exceed \$586,024. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/.01 et seq.

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| RESULT: | APPROVED |
| MOVER: | Paula Garcia |
| SECONDER: | Sheila Rutledge |

7.E.5. [PW-R-0001-24](#)

Resolution Authorizing the DuPage County Superintendent of Public Works to Sign Illinois Environmental Protection Agency Loan Documents.

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| RESULT: | APPROVED |
| MOVER: | Paula Garcia |
| SECONDER: | Michael Childress |

F. Stormwater - Zay

7.F.1. [24-0226](#)

Approval of funds- \$500.00 from Salary and Wage Adjustments (50080) to Employee Med and Hosp insurance (51040) to cover the final personnel cost of FY23.

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| RESULT: | APPROVED |
| MOVER: | Jim Zay |
| SECONDER: | Michael Childress |

G. Technology - Yoo7.G.1. [24-0265](#)

Budget adjustment total amount of \$222,535 from 6000-1225-54100 (Capital Infrastructure - IT Equipment) for the following: \$191,140 to 6000-1225-53020 (Capital Infrastructure - Information Technology Svc) and \$31,395 to 6000-1225-53806 (Capital Infrastructure - Software Licenses) to cover final FY2023 Tyler invoices.

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| RESULT: | APPROVED |
| MOVER: | Yeena Yoo |
| SECONDER: | Paula Garcia |

7.G.2. [24-0267](#)

Budget adjustment total amount of \$150 from 1100-2900-53828 (Contingencies) for the following: \$70 to 1100-2900-51050 (Flexible Benefit Earnings) and \$80 to 1100-2900-53600 (Dues & Memberships) to cover remaining flexible benefit earnings for calendar year 2023, fiscal year 2024, and to cover ILGISA memberships for GIS staff, which increased in FY2024.

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| RESULT: | APPROVED |
| MOVER: | Yeena Yoo |
| SECONDER: | Paula Garcia |

7.G.3. [TE-P-0002-24](#)

Recommendation for the approval of a contract to SHI International Corp, Inc., for the annual licensing of the Zendesk customer service solution and annual subscription for Information Technology, GIS, and DuPage County Health Department, for the period of December 31, 2023 through December 30, 2026, for a total contract amount of \$569,732.27; per Cooperative Purchasing Agreement Pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act" - National Joint Powers Alliance / Sourcewell Contract #081419-SHI.

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| RESULT: | APPROVED |
| MOVER: | Yeena Yoo |
| SECONDER: | Michael Childress |

H. Transportation - Ozog7.H.1. [24-0159](#)

Budget Transfer of \$1,350,000 from Transportation Infrastructure 1500-3550-54050 to Repair and Maintenance of Roads 1500-3550-53320, as the FY2022 south resurfacing contract was not completed in FY 2022 and was continued to FY2023. This carryover was not anticipated at the time of the FY2023 budget development. Additional funds are required to cover the work carried over into FY2023 and a corresponding decrease will occur for FY2022. (Expense neutral)

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| RESULT: | APPROVED |
| MOVER: | Mary Ozog |
| SECONDER: | Paula Garcia |

7.H.2. [24-0135](#)

DT-R-0178A-21 Amendment to Resolution DT-R-0178-21 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 incorporate additional work requested by the Village and to secure property interests from the Village. (County cost \$414,238).

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| RESULT: | APPROVED |
| MOVER: | Mary Ozog |
| SECONDER: | Patty Gustin |

7.H.3. [DT-P-0002-24](#)

Recommendation for the approval of a contract purchase order to Parsons Transportation Group, Inc., for Central Signal System Network Support Services, for the Division of Transportation, Section 22-DCCSS-07-TL, for a contract total not to exceed \$200,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

RESULT: APPROVED**MOVER:** Mary Ozog**SECONDER:** Paula Garcia7.H.4. [DT-R-0002-24](#)

Condemnation Authorization for ROW Acquisition along CH 9/Lemont Road, 83rd Street to 87th Street, Section 16-00232-00-CH.

RESULT: APPROVED**MOVER:** Mary Ozog**SECONDER:** Paula Garcia7.H.5. [DT-R-0003-24](#)

Intergovernmental Agreement between the County of DuPage and the State of Illinois Department of Transportation (IDOT) State Planning and Research Grant Award for the DuPage County Trails Count Program. (County to be reimbursed \$72,000)

RESULT: APPROVED**MOVER:** Mary Ozog**SECONDER:** Patty Gustin**8. FINANCE RESOLUTIONS**

A motion was made by Member Krajewski and seconded by Member Zay to combine items 8.A., 8.B., and 8.C. under Finance Resolutions. Upon a voice vote, the motion passed.

8.A. [FI-R-0011-24](#)

Acceptance and appropriation of additional funding for the Aging Case Coordination Unit Fund PY24, in the amount of \$83,205, Company 5000, Accounting Units 1660 (\$35,205) and 1720 (\$48,000). (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Yeena Yoo |

8.B. [FI-R-0013-24](#)

Acceptance and appropriation of the ILDCEO Community Services Block Grant PY24 Inter-Governmental Agreement No 24-231028, Company 5000, Accounting Unit 1650, \$1,196,614. (Community Services)

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Yeena Yoo |

8.C. [FI-R-0014-24](#)

Additional appropriation for the 2017 DuComm Bonds Debt Service Fund, Company 7000, Accounting Unit 7020, \$100.

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Yeena Yoo |

8.D. [FI-R-0015-24](#)

Acceptance of an extension of time for the Illinois State Opioid Response Criminal Justice Medication Assisted Treatment Integration Grant, Company 5000, Accounting Unit 4496. (Sheriff's Office)

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| RESULT: | APPROVED |
| MOVER: | Brian Krajewski |
| SECONDER: | Cynthia Cronin Cahill |

9. INFORMATIONAL

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

A. Payment of Claims

- 9.A.1. [24-0129](#)
12-07-23 Auto Debit Paylist
- 9.A.2. [24-0132](#)
12-08-2023 Paylist
- 9.A.3. [24-0137](#)
12-12-2023 Paylist
- 9.A.4. [24-0151](#)
12-15-2023 Paylist
- 9.A.5. [24-0165](#)
12-19-2023 Paylist
- 9.A.6. [24-0166](#)
12-19-2023 Auto Debit Paylist
- 9.A.7. [24-0174](#)
12-22-2023 Paylist
- 9.A.8. [24-0204](#)
12-28-2023 Auto Debit Paylist
- 9.A.9. [24-0208](#)
12-29-2023 Paylist

B. Wire Transfers

- 9.B.1. [24-0128](#)
12-07-2023 Corvel Wire Transfer
- 9.B.2. [24-0134](#)
12-12-2023 IDOR Wire Transfer
- 9.B.3. [24-0172](#)
12-26-2023 2000, 7000, 7100, 8700 Wire Transfers

C. Appointments

- 9.C.1. [CB-R-0010-24](#)
Appointment of Kathryn Mueller - Public Member to the Board of Health.

9.C.2. [CB-R-0012-24](#)

Appointment of Robert Toerpe as a Member (Public) of the Emergency Telephone System Board for 911.

9.C.3. [CB-R-0013-24](#)

Appointment of Sherrin Ingram to the DuPage Housing Authority.

D. Grant Proposal Notifications9.D.1. [24-0228](#)

GPN 002-24: Illinois Court Technology Modernization Program - Administrative Office of the Illinois Courts - State of Illinois, Judicial Branch - \$400,000. (18th Judicial Circuit Court)

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

10. OLD BUSINESS

Committee members noted that they would like to discuss placing names at the next Finance Committee meeting. A request was also made that Finance Department staff provide a brief overview of the OpenGov software at the next Finance Committee meeting. Individual appointments are also encouraged.

11. NEW BUSINESS

No new business was discussed.

12. ADJOURNMENT

A motion was made by Member Yoo and seconded by Member Garcia to adjourn at 8:40 AM. Upon a voice vote, the motion passed.