



DU PAGE COUNTY

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

Finance Committee

Summary

Tuesday, August 8, 2023

8:00 AM

County Board Room

1. CALL TO ORDER

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

2. ROLL CALL

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

Member Ozog arrived at 8:04 AM. Member Childress arrived at 8:08 AM.

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN

Chair Chaplin notified the Committee that the State's Attorney's Office will be presenting on non-Treasurer held bank accounts at the next Finance Committee meeting.

5. APPROVAL OF MINUTES

5.A. [23-2440](#)

Finance Committee - Regular Meeting - Tuesday, July 18, 2023

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

6. BUDGET TRANSFERS

6.A. [23-2621](#)

Transfer of funds from account no. 1100-1215-50080 (salary & wage adjustments) to account no. 1100-1215-50010 (overtime), in the amount of \$50,000, to realign ARPA FY23 budget to account for increased overtime for ARPA funded campus capital projects.

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

6.B. [23-2623](#)

Transfer of funds from account no. 1100-1215-53010 (engineering/architectural services) to account no. 1100-1215-54107 (software), in the amount of \$25,000, to realign ARPA FY23 budget to account for final software Go-Live date which impacts Account Codes.

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

6.C. [23-2624](#)

Transfer of funds from account no. 1000-1800-53090 (other professional services) to account no. 1000-1800-50050 (temporary salaries), in the amount of \$4,500, due to a backlog of data entry - two seasonal employees were hired for the summer. (Supervisor of Assessments)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi
AYES:	Chaplin, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, LaPlante, Rutledge, Tornatore, Yoo, and Zay
ABSENT:	Covert, and Schwarze

LATE:	Childress, and Ozog
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6.D. [23-2625](#)

Transfer of funds from account no. 1000-1150-50000 (regular salaries) to account no. 1000-1150-50050 (temporary salaries), in the amount of \$7,891, to cover the expenses of additional interns hired due to unfilled Finance positions.

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

6.E. [23-2626](#)

Transfer of funds from account no. 1000-1120-50000 (regular salaries) to account nos. 1000-1120-50010 (overtime), 1000-1120-50050 (temporary salaries), 1000-1120-52200 (operating supplies & materials), 1000-1120-53090 (other professional services), and 1000-1120-53800 (printing), in the amount of \$52,000. Funds moved to 50010 and 50050 cover staff overtime and temporary employee salary needed for implementation of new payroll software. Funds moved to 52200 to cover cost of office supplies for FY23. Funds moved to 53090 to cover cost of 457 plan services for FY23. Funds moved to 53800 to cover cost of paycheck stock and benefits open enrollment expenses. (Human Resources)

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

6.F. [23-2627](#)

Budget Transfers 08-08-2023 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Patty Gustin
SECONDER:	Kari Galassi

AYES:	Chaplin, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, LaPlante, Rutledge, Tornatore, Yoo, and Zay
ABSENT:	Covert, and Schwarze
LATE:	Childress, and Ozog

7. PROCUREMENT REQUISITIONS

A. Finance - Chaplin

7.A.1. [23-2560](#)

Decrease Purchase Order 6353-0001 SERV, issued to ODP Business Solutions, in the amount of \$240,980, and change the expiration date to November 30, 2023.

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

7.A.2. [23-2568](#)

Decrease and close Purchase Order 5621-0001 SERV, issued to Storino, Ramello & Durkin, in the amount of \$88,839.48. (Human Resources)

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

7.A.3. [23-2595](#)

Decrease and close Purchase Order 6537-0001 SERV, issued to Titan Image Group, in the amount of \$172,920. (Supervisor of Assessments)

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

7.A.4. [FI-P-0013-23](#)

Recommendation for the approval of a contract purchase order issued to Midway Industrial, for the purchase of an electric forklift, for the County Clerk - Election Division, for a contract total amount not to exceed \$32,606.30, per Sourcewell Contract #091520-HCE. (County Clerk - Election Division)

After much discussion, Member Zay motioned and Member DeSart seconded to table this item to the next Finance Committee meeting. Upon a voice vote, the motion passed.

RESULT:	TABLED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

7.A.5. [FI-P-0014-23](#)

Recommendation for the approval of a contract purchase order issued to Mail Services, LLC, for assessment mailers for DuPage County taxpayers, for the period August 8, 2023 through August 7, 2024, for a contract total amount not to exceed \$189,750; per bid #23-077-TRES. (Supervisor of Assessments)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

7.A.6. [FI-P-0015-23](#)

Recommendation for the approval of a contract purchase order issued to Amazon Capital Services, for the purchase of office supplies and miscellaneous items, for various County Departments, for the period of August 8, 2023 through November 30, 2023, for a contract total amount not to exceed \$332,100, per OMNIA Partners Contract #MA3457.

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin

B. Human Services - Schwarze

7.B.1. [23-2515](#)

HS-CO-0009A-23 - Amendment to Contract 6005-0001 SERV, issued to Lifescan Laboratories of Illinois, for patient phlebotomy and lab services, for the DuPage Care Center, to extend contract through March 19, 2024 and to increase the encumbrance in the amount of \$32,500, for a new contract amount not to exceed \$67,500, an increase of 92.86%.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

7.B.2. [HS-P-0065-23](#)

Recommendation for the approval of a contract purchase order to Lakeshore Dairy, Inc. for fluid dairy, for the DuPage Care Center residents, cafeteria and cafes located in the JTK Administration Building and Judicial Office Facility, for the period September 1, 2023 through August 31, 2024, for a contract not to exceed \$83,000; under bid renewal #22-062-DCC, first of three one-year optional renewals.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

C. Judicial and Public Safety - Evans

7.C.1. [JPS-P-0058-23](#)

Recommendation for the approval for a contract purchase order to Insight Public Sector, Inc., for the purchase of UPS's for network closets, for the Sheriff's Office, for a contract total amount not to exceed \$32,261; per Cooperative Purchasing Agreement Pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act", Omnia Partners #23-6692-03. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Patty Gustin

7.C.2. [JPS-P-0059-23](#)

Recommendation for the approval of a contract purchase order to cFive Solutions, Inc., for the annual maintenance service agreement for the Probation Case Management Systems, for the period of August 9th, 2023 through March 31, 2027, for a contract total amount of \$570,991. Exempt from bidding per DuPage County Purchasing Ordinance, Article 2-350 - Sole Source. This is proprietary software that must be maintained by the vendor, cFive Solutions, Inc. (Probation and Court Services)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Yeena Yoo

7.C.3. [JPS-P-0060-23](#)

Recommendation for the approval of a contract issued to Stanard & Associates, to provide exams for deputy sheriffs seeking promotion to the ranks of Sergeant and Lieutenant, for the Sheriff's Merit Commission, for the period August 8, 2023 through November 30, 2024, for a contract total amount not to exceed \$73,700. (Sheriff's Merit Commission)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Yeena Yoo

D. Public Works - Garcia

7.D.1. [FM-P-0076-23](#)

Recommendation for the approval of a contract to Fox Valley Fire & Safety Company, for preventative maintenance, testing, and repair of the Non-Edwards System Technology Fire Alarm and Life Safety Systems, for County facilities, for the period of August 28, 2023 through August 27, 2024, for a total contract amount not to exceed \$73,250 (\$60,000 for Facilities Management, \$1,800 for Animal Services, \$2,450 for Division of Transportation, \$9,000 for Public Works), per renewal option under bid award #22-080-FM, first option to renew.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

E. **Stormwater - Zay**

7.E.1. [SM-P-0062-23](#)

Recommendation for the approval of a contract to School and Community Assistance for Recycling and Composting (SCARCE), for Professional Youth-Based Water Quality Education Services, for Stormwater Management, for the period September 1, 2023 through August 31, 2024, for a contract total amount not to exceed \$77,000; 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). First renewal.

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Dawn DeSart

7.E.2. [SM-P-0063-23](#)

Recommendation for the approval of a contract to The Conservation Foundation, for Professional Education Services, for the period August 8, 2023 through August 31, 2024, for Stormwater Management, for a contract total amount not to exceed \$77,000; 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).

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Dawn DeSart

F. **Technology - Yoo**

7.F.1. [TE-P-0058-23](#)

Recommendation for the approval of a contract purchase order to Gartner, Inc., for one (1) subscription for Gartner for IT Leaders and one (1) subscription for Gartner for CIOs, for Information Technology. This contract covers the period of October 1, 2023 through September 30, 2024, for a contract total amount of \$101,600. Exempt from bidding per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids – Sole Source. Gartner is the only vendor to provide these resources.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Dawn DeSart

7.F.2. [TE-P-0059-23](#)

Recommendation for the approval of a contract purchase order to Adlib Ventures Solutions, for the procurement of RAM for the VSAN, for Information Technology, for a contract total amount of \$49,500, per lowest responsible bid #23-078-IT.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Dawn DeSart

G. Transportation - Ozog

7.G.1. [DT-P-0089-23](#)

Recommendation for the approval of a contract to V3 Companies, Ltd., for Professional Construction Engineering Services for improvements along CH 4/Bloomington Road bridge over Chicago Central & Pacific Railroad, Section 22-00184-12-BR, for the period of August 8, 2023 to November 30, 2025, for a contract total not to exceed \$641,743.81; 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.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Patty Gustin

8. FINANCE RESOLUTIONS

8.A. [FI-R-0168-23](#)

Acceptance and appropriation of the Illinois Voter Registration Systems Grant FY24, Company 5000 - Accounting Unit 4250, \$150,166. (County Clerk - Election Division)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Dawn DeSart

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

8.B. [FI-R-0169-23](#)

Acceptance and appropriation of the Illinois Department of Human Services Supportive Housing Program Grant PY24 Inter-Governmental Agreement No. FCSCJ00352, Company 5000, Accounting Unit 1760, \$137,747. (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.C. [FI-R-0170-23](#)

Acceptance and appropriation of additional funding for the Aging Case Coordination Unit Fund PY23, Company 5000, Accounting Unit 1660, \$299,567. (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.D. [FI-R-0173-23](#)

Acceptance and appropriation of the Donated Funds Initiative Program Grant PY24 - Inter-Governmental Agreement No. FCSCJ00210, Company 5000, Accounting Unit 6560, \$103,119. (State's Attorney's Office)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.E. [FI-R-0174-23](#)

Acceptance and appropriation of the ILDCFS Children's Advocacy Center Grant PY24 - Agreement No. 3871779014, Company 5000, Accounting Unit 6580, \$312,185. (State's Attorney's Office/Children's Advocacy Center)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.F. [FI-R-0175-23](#)

Acceptance and appropriation of additional funding for the Illinois Department of Human Services (IDHS) Supportive Housing Grant PY23, Agreement No. FCSBH00352, Company 5000, Accounting Unit 1760, from \$137,747 to \$151,563 (an increase of \$13,816). (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.G. [FI-R-0171-23](#)

Acceptance of the Illinois State Opioid Response Criminal Justice Medication Assisted Treatment Integration FY23 - MOU Number 2023-102 - \$25,000. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Sheila Rutledge

8.H. [FI-R-0172-23](#)

Acceptance of the Illinois Law Enforcement Training Standards Board Law Enforcement Camera Grant (LECG) Phase II - Agreement No. 20230510 - \$31,104. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin

8.I. [FI-R-0177-23](#)

Authorization to transfer \$32,607 in budget to the County Clerk - Election Division for Fiscal Year 2023. (County Clerk - Election Division)

RESULT: PULLED

9. **INFORMATIONAL**

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

A. **Payment of Claims**9.A.1. [23-2412](#)

07-13-2023 Auto Debit Paylist

9.A.2. [23-2411](#)

07-14-2023 Paylist

9.A.3. [23-2437](#)

07-18-2023 Paylist

9.A.4. [23-2446](#)

07-19-2023 Public Works Refunds Paylist

9.A.5. [23-2462](#)

07-21-2023 Paylist

9.A.6. [23-2491](#)

07-25-2023 Paylist

9.A.7. [23-2502](#)

07-26-2023 LIHWAP Payments Paylist

9.A.8. [23-2561](#)

07-28-2023 Paylist

9.A.9. [23-2584](#)

08-01-2023 Paylist

B. **Grant Proposal Notifications**9.B.1. [23-2536](#)

GPN 040-23: Illinois State Opioid Response Criminal Justice Medication Assisted Recover Integration PY23 - Illinois Department of Health and Human Services - \$25,000. (Sheriff's Office)

9.B.2. [23-2537](#)

GPN 041-23: ILETSB (Illinois Law Enforcement Training Standards Board) - Officer Recruitment and Retention Grant Program - \$40,000. (Sheriff's Office)

- 9.B.3. [23-2520](#)
GPN 042-23 FY2022 Continuum of Care Program Competition - HMIS, U.S. Department of Housing and Urban Development - \$188,556. (Community Services)
- 9.B.4. [23-2538](#)
GPN 044-23: DCFS Children's Advocacy Center Grant PY24 - Children's Advocacy Centers of Illinois and DCFS - U.S. Department of Health and Human Services - \$312,185. (State's Attorney's Office/Children's Advocacy Center)
- 9.B.5. [23-2463](#)
GPN 045-23: Illinois State Board of Elections Voter Registration State Grant 2024 - Illinois State Board of Elections - \$150,166. (County Clerk - Election Division)
- 9.B.6. [23-2521](#)
GPN 046-23 DHS Employment Barrier Reduction Program PY24, Illinois Association of Community Action Agencies (IACAA), US Department of Health and Human Services - \$45,600. (Community Services)
- 9.B.7. [23-2522](#)
GPN 047-23 FY2022 Continuum of Care Program Competition-Planning Grant, U.S. Department of Housing and Urban Development - \$170,370. (Community Services)

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

10. DISCUSSION

A. ARPA Funding - Tourism, \$500,000

Committee members discussed allocating \$500,000 in ARPA funds towards attracting tourism to DuPage County. By a show of hands, members agreed that discussing requests on a one-by-one basis is the preferred method to use. Chair Chaplin encouraged members to continue bringing their funding requests to her attention.

[23-2629](#)

American Legion Post 76, \$40,000, Great Lakes Regional Baseball Tournament

By a show of hands, Committee members approved the use of ARPA funds for this request in the amount of \$40,000.

RESULT:	PRESENTED
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23-2631

Exchange Club of Naperville, \$100,000, Ribfest

By a show of hands, Committee members approved the use of ARPA funds for this request in the amount of \$25,000.

RESULT: PRESENTED

B. **23-2630**

ARPA Funding - DuPagePads, \$194,183.20, Education Specialist

By a show of hands, Committee members approved the use of ARPA funds for this request in the amount of \$194,183.20.

RESULT: PRESENTED

C. **23-2652**

ARPA Funding - DuPage Housing Authority, \$33,887, Zoom Conference Room

By a show of hands, Committee members approved the use of ARPA funds for this request in the amount of \$33,887.

RESULT: PRESENTED

11. OLD BUSINESS

No old business was discussed.

12. NEW BUSINESS

No new business was discussed.

13. ADJOURNMENT

A motion was made by Member Gustin and seconded by Member Zay to adjourn at 9:53 AM. Upon a voice vote, the motion passed.