



# DU PAGE COUNTY

## Public Works Committee

### Draft Summary

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

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**Tuesday, June 20, 2023**

**9:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

9:00 AM meeting was called to order by Chair Garcia at 9:08 AM.

**2. ROLL CALL**

Member Kari Galassi arrived at 9:14 a.m. due to attending other committee meeting.

Other Board Members present: Member Liz Chaplin, Member Michael Childress

<b>PRESENT</b>	Cronin Cahill, DeSart, Garcia, and Ozog
<b>REMOTE</b>	Zay
<b>LATE</b>	Galassi

**MOTION TO ALLOW REMOTE PARTICIPATION**

Motion to allow Member Zay to participate remotely.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Dawn DeSart

**3. CHAIRWOMAN'S REMARKS - CHAIR GARCIA**

No remarks were offered.

**4. PUBLIC COMMENT**

No public comments were offered.

**5. APPROVAL OF MINUTES**

5.A. [23-2116](#)

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<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Dawn DeSart

**6. CLAIMS REPORT****6.A. [23-2117](#)**

Payment of Claims - Public Works and Facilities Management

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Dawn DeSart

**7. JOINT PURCHASING AGREEMENT****7.A. [PW-P-0036-23](#)**

Recommendation for the approval of a contract purchase order to CDW Government, LLC, for computer hardware, peripherals, software and licensing, on an as-needed basis, for Public Works facilities, for the period of June 27, 2023 to February 28, 2025, for a total contract amount not to exceed \$35,000; contract pursuant to the Intergovernmental Cooperation Act, per the National IPA Contract #2018011.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Mary Ozog

**8. PROFESSIONAL SERVICES AGREEMENT****8.A. [PW-P-0037-23](#)**

Recommendation for the approval of an agreement between the County of DuPage, Illinois and HBK Engineering, LLC, for on-call professional engineering services for water distribution and sewer collection systems for various regions around DuPage County, for the period of June 27, 2023 to November 30, 2026, for a total amount not to exceed \$95,000. 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/et. seq.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Mary Ozog

**9. BID RENEWAL****9.A. [FM-P-0071-23](#)**

Recommendation for the approval of a contract to The Standard Companies, to furnish and deliver plastic trash and recycling can liners, as needed for County facilities, for Facilities Management, for the period of July 14, 2023 through July 13, 2024, for a contract total amount not to exceed \$40,000, per renewal option under bid award #21-036-FM, first option to renew.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Cynthia Cronin Cahill

**10. CONTRACT INCREASE****10.A. [FM-CO-0072-23](#)**

Amendment to Resolution FM-P-0385-21, issued to Builders Chicago Corporation, to provide preventative maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed for County facilities, for Facilities Management, for a change order to increase the contract in the amount of \$20,000, resulting in a new total contract amount not to exceed \$212,520, an increase of 10.39%.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Cynthia Cronin Cahill

**11. ACTION ITEMS****11.A. [PW-P-0038-23](#)**

Approval is requested for the County of DuPage to renew its membership with the Lower Des Plaines Watershed Group, for Public Works, for an amount not to exceed \$93,000, for 2023 to 2026 membership dues.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia

11.B. [FM-P-0072-23](#)

Recommendation for the approval of a contract issued to Ron Tirapelli Ford, for the purchase of one (1) 2024 Ford F-650 Diesel, for Facilities Management – Grounds Maintenance, for a total cost not to exceed \$113,297.66; not suitable for competitive bids per 55 ILCS 5/5-1022 (c) ‘Competitive Bids’.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Paula Garcia

## 12. INFORMATIONAL

12.A. [23-2118](#)

Pursuant to DT-R-0306B-22, Vehicle Replacement Purchase Order for the Division of Transportation, for FY2023 – FY2024 has been issued through Willowbrook Ford, in the amount of \$51,935.26, for Facilities Management - Grounds.

There was no discussion regarding this informational item.

12.B. [23-2119](#)

Arboretum Accreditation for DuPage County Campus Arboretum

Director of Public Works Nick Kottmeyer explained that the County Campus has been accredited again from the Morton Arboretum as an arboretum status. To be certified as an arboretum you must have a minimum of 25 tree species and the campus currently has 43.

## 13. PRESENTATIONS

Item 13.B. 2022 Audit Presentation was presented to the committee before 13.A. Public Works Capital Improvement Plan Presentation.

## 13.A. Public Works Capital Improvement Plan Presentation

Nick Kottmeyer explained that Public Works is an Enterprise fund and exists on the revenue that comes in. The Public Works collection system is some of the biggest in the state and serves the SouthEast portion of the County.

Public Works Operations Manager Sean Reese went through the presentation, explaining that the Nordic project will be fully complete this fall. He then went on to present future capital projects, such as, electric and power plant improvements, new grit removers, bar screens and blowers.

Nick Kottmeyer explained to the committee that these projects have all been planned in the 20 year capital plan.

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
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**13.B. 2022 Audit Presentation**

Nick Kottmeyer explained that every year there is an independent audit of Public Works conducted by a third party, Baker Tilly. Joe Lightcap from Baker Tilly said that there are a few high level reports that Baker Tilly prepares for DuPage County Public Works. The first report is the fiscal year 2022 Audited Financial Statements and issued a clean or unmodified opinion which is the highest level of assurance you can receive from outside auditors.

Member Cahill asked Mr. Lightcap to explain the system of internal controls and how they have assurance on the system of internal controls how they were operating effectively and efficiently and Mr. Lightcap gave the committee an explanation.

Mr. Lightcap also briefed the committee on the reporting of insights letter and found no material weakness for the internal controls.

Nick Kottmeyer said, he is very happy with overall performance of the department over the past year. He said that the net position, cash, & cash equivalents increased and the debt service was either met or exceeded.

<b>RESULT:</b> ACCEPTED AND PLACED ON FILE
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**14. OLD BUSINESS**

Member Liz Chaplin, Nick Kottmeyer, Chair Garcia thanked Public Works Project Manager Greg Phillips for all the hard work that he did to help the residents in Westmont regarding their properties connecting to from well water to Lake Michigan water. The project has been closed, as the residents did not want to move forward with connecting to Lake Michigan water, and the ARPA funds are going to be used on a different project moving forward.

**15. NEW BUSINESS**

No new business was discussed.

**16. ADJOURN**

With no further business, the meeting was adjourned.