



# DU PAGE COUNTY

## Finance Committee

### Regular Meeting Agenda

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

---

Tuesday, May 23, 2023

8:00 AM

County Board Room

---

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**
4. **CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN**
5. **DISCUSSION**
  - 5.A. FY2024 Budget Kick-off and Financial Policies Discussion
6. **APPROVAL OF MINUTES**
  - 6.A. [23-1813](#)  
Finance Committee - Regular Meeting - Tuesday, May 9, 2023
7. **BUDGET TRANSFERS**
  - 7.A. [23-1900](#)  
Transfer of funds from account nos. 5000-4250-53800 (printing), 5000-4250-53804 (postage & postal charges), and 5000-4250-53807 (software maint agreements) to account nos. 5000-4250-52000 (furn/mach/equip small value), 5000-4250-52100 (I.T. equipment-small value), 5000-4250-53260 (wireless communication svc), and 5000-4250-54100 (IT equipment) in the amount of \$339,784 to cover costs associated with the Illinois Voter Registration System. Grant-funded. (County Clerk - Election Division)
  - 7.B. [FI-R-0137-23](#)  
Budget Transfers 05-23-2023 - Various Companies and Accounting Units
8. **PROCUREMENT REQUISITIONS**
  - A. **Finance - Chaplin**
    - 8.A.1. [23-1819](#)  
Approval of an extension to Purchase Order 4305-0001 SERV, issued to Baker Tilly US, LLP, for an extension through September 30, 2023. No change to the contract total dollar amount.

**B. ETSB - Schwarze**8.B.1. [ETS-R-0028-23](#)

Resolution approving the sale of surplus items from the County of DuPage on behalf of the Emergency Telephone System Board of DuPage County to the Wyoming Community Fire Protection District.

**C. Human Services - Schwarze**8.C.1. [HS-CO-0009-23](#)

Amendment issued to Lifescan Laboratories of Illinois for patient phlebotomy and lab services, for the DuPage Care Center, for the period September 20, 2022 through September 19, 2023, to increase encumbrance in the amount of \$15,000, a 75.00% increase. (6005-0001 SERV) (ARPA ITEM)

8.C.2. [HS-CO-0010-23](#)

Amendment issued to KCI USA, Inc., for rental of wound vac therapy and medical supplies for wound and skin care, for the DuPage Care Center, for the period January 26, 2023 through January 25, 2024, to increase encumbrance in the amount of \$45,500, a 304.35% increase. (6266-0001 SERV)

**D. Judicial and Public Safety - Evans**8.D.1. [JPS-P-0053-23](#)

Recommendation for the approval of a contract to Nestor A. Evaristo, as a Veteran Mentor Coordinator to develop a veteran peer mentor program, for the period May 30, 2023 through May 29, 2024, for a contract total amount not to exceed \$37,500. 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). (Probation and Court Services - Grant Funded).

8.D.2. [JPS-R-0060-23](#)

Recommendation for the approval of an addendum to resolution JPS-R-0002-23, Intergovernmental Agreement between the County of DuPage and the County of Kane for Housing and Detention services for minors, to modify the insurance coverage to reflect excess coverage in the amount of \$20 million with a \$1 million self-insurance retention. (Probation & Court Services)

**E. Public Works - Garcia**8.E.1. [FM-P-0066-23](#)

Recommendation for the approval of a contract to AMS Mechanical Systems, Inc., to furnish and install natural gas piping replacements and upgrades to the gas main and meter, at the Power Plant, for Facilities Management, for the period of May 23, 2023 through May 22, 2024, for a total contract amount not to exceed \$125,837; per lowest responsible bid 23-061-FM.

8.E.2. [FM-P-0067-23](#)

Recommendation for the approval of a contract to Earthwerks Land Improvement and Development Corporation, for construction of stormwater detention and Best Management Practices (BMP's) projects at the east campus detention basin, for Facilities Management, for numerous building construction projects, for the period May 23, 2023, through December 15, 2025 for a total lump sum amount of \$2,793,517 which includes \$364,371 (15%) owner contingency, per lowest responsible bid 22-102-SWM. (PARTIAL ARPA ITEM)

8.E.3. [FM-P-0068-23](#)

Recommendation for the approval of an Agreement between the County of DuPage, Illinois, and V3 Companies, Ltd., to provide Phase III Professional Stormwater Engineering Services and engineering design for campus projects, for Facilities Management, for the period May 23, 2023 through December 15, 2025, for a total contract amount not to exceed \$241,095. 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.

8.E.4. [PW-P-0035-23](#)

Recommendation for the approval of a contract to RapidView, LLC, for parts and labor to repair the IBAK sewer televising camera, for Public Works, for the period of May 23, 2023 to May 31, 2027, for a contract total amount not to exceed \$60,000; per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - Sole Source.

**F. Technology - Yoo**8.F.1. [TE-P-0054-23](#)

Recommendation for the approval of a contract purchase order to Physicians' Record Company, to furnish and deliver printed carbonless (NCR) forms for various County offices/departments, including the Supervisor of Assessments, Coroner, Sheriff, Regional Office of Education, Public Defender, Clerk of the Circuit Court, Transportation, and Probation. This contract covers the period of June 1, 2023 to May 31, 2024, for a contract total amount of \$42,000. This is the second of three (3) optional twelve month renewals, per lowest responsible bid #21-038-IT.

**G. Transportation - Ozog**8.G.1. [23-1691](#)

DT-R-0211A-22 - Amendment to DT-R-0211-22, issued to Utility Dynamics Corporation, for the Street Lighting Improvements along Fabyan Parkway, section 22-00210-05-TL, to increase the funding in the amount of \$625.72, resulting in an amended contract total of \$105,240.42, an increase of 0.60%.

- 8.G.2. [23-1709](#)  
DT-R-0382A-22 – Amendment to Resolution DT-R-0382-22 between the County of DuPage and R. W. Dunteman for the Milton Township Lambert Road improvements; (Correction of Project Section Number).
- 8.G.3. [DT-O-0051-23](#)  
Recommendation to Repeal DTo-16-88-The DuPage County Fair Share Transportation Impact Fee Ordinance and Adopt the DuPage County Fair Share Transportation Impact Fee Administration Ordinance.
- 8.G.4. [DT-P-0071-23](#)  
Recommendation for the approval of a contract to Complete Fleet Services, Inc., for on-call repair service and repair parts for diesel trucks and plows, as needed for the Division of Transportation, for the period June 1, 2023 through May 31, 2024, for a contract total not to exceed \$30,000; per bid 22-097-DOT, first of three renewals.
- 8.G.5. [DT-P-0072-23](#)  
Recommendation for the approval of a contract to Kevin’s Auto & Diesel Repair, for on-call repair service and repair parts for trucks and plows, as needed for the Division of Transportation, for the period June 1, 2023 through May 31, 2024, for a contract total not to exceed \$30,000; per bid 22-097-DOT, the first of three (3) renewals.
- 8.G.6. [DT-P-0073-23](#)  
Recommendation for the approval of a contract to PreCise MRM, LLC, for Fleet Tracking Equipment and Service Agreement, for the Division of Transportation, for the period of June 1, 2023 through May 31, 2024, for a contract total not to exceed \$34,000; per 55 ILCS 5/5-1022(c) “not suitable to competitive bids” (Sole Source-Software manufacturer and sole maintenance/update provider).
- 8.G.7. [DT-P-0074-23](#)  
Recommendation for the approval of a contract to Compass Minerals America, Inc., to furnish and deliver bulk rock salt, as needed for the Division of Transportation, for the period June 1, 2023 through May 31, 2024, for a contract total amount of \$1,331,270; per lowest responsible bid 23-057-DOT, subject to three (3) one-year renewals.
- 8.G.8. [DT-P-0075-23](#)  
Recommendation for the approval of a contract to Gonzalez Companies, LLC., to provide professional construction engineering services, upon request of the Division of Transportation, for the period of May 23, 2023 through November 30, 2025, for a contract total not to exceed \$500,000; professional services (Architects, Engineers & Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/1 et seq.

8.G.9. [DT-P-0076-23](#)

Recommendation for the approval of a contract to Tecma Associates, Inc., for professional construction engineering services for various improvements, Section 23-CENGR-12-EG, for the period of May 23, 2023 through November 30, 2025, for a contract total not to exceed \$500,000; professional services (Architects, Engineers & 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.

**9. FINANCE RESOLUTIONS**9.A. [23-1824](#)

Supervisor of Assessments staff to attend State of Illinois Property Tax Appeal Board hearings in Springfield, Illinois from June 12, 2023 to June 14, 2023. Expenses to include transportation, lodging, miscellaneous expenses (parking, mileage, etc.) and per diems for an approximate total County cost not to exceed \$700.

9.B. [FI-R-0136-23](#)

DuPage County Budget and Budget Transfer Policy

9.C. [FI-R-0138-23](#)

Approval of bank depositories. (Treasurer's Office)

**10. BUDGET**10.A. [23-1825](#)

Budget Preparations/Instructions - FY2024 Budget Letter and Instructions

10.B. [FI-R-0139-23](#)

Approval of the FY2024 Budget Calendar

10.C. [FI-R-0140-23](#)

Acceptance and Approval of the FY2024 DuPage County Financial and Budget Policies

**11. INFORMATIONAL****A. Payment of Claims**11.A.1. [23-1780](#)

05-05-2023 Paylist

11.A.2. [23-1811](#)

05-09-2023 Paylist

11.A.3. [23-1880](#)

05-12-2023 Paylist

- 11.A.4. [23-1890](#)  
05-16-2023 Paylist

**B. Wire Transfers**

- 11.B.1. [23-1774](#)  
05-04-2023 Corvel Wire Transfer
- 11.B.2. [23-1832](#)  
05-11-2023 IDOR Wire Transfer

**C. Appointments**

- 11.C.1. [CB-R-0076-23](#)  
Appointment of Sarah Czaplicki to the Wheaton Sanitary District.
- 11.C.2. [CB-R-0077-23](#)  
Appointment of Wilfred Perreault to the Glenbard Fire Protection District.
- 11.C.3. [CB-R-0078-23](#)  
Appointment of Timothy Capua to the Lisle-Woodridge Fire Protection District.
- 11.C.4. [CB-R-0079-23](#)  
Appointment of Joan Costin to the Lisle-Woodridge Fire Protection District.
- 11.C.5. [CB-R-0080-23](#)  
Appointment of Ann Marie Testa to the Salt Creek Sanitary District.
- 11.C.6. [CB-R-0081-23](#)  
Expanded Board of Review Appointment of 11 Members - List Attached.

**D. Grant Proposal Notifications**

- 11.D.1. [23-1853](#)  
GPN 024-23: FY24 Tobacco Grant - Illinois Department of Human Services - U.S. Department of Health Services - \$6,993. (Sheriff's Office)
- 11.D.2. [23-1854](#)  
GPN 025-23: State Criminal Alien Assistance Program (SCAAP) FY23 - U.S. Department of Justice - Bureau of Justice Assistance - \$488,323.88. (Sheriff's Office)
- 11.D.3. [23-1855](#)  
GPN 026-23: Victims of Crime Act PY24 - Illinois Criminal Justice Information Authority (through CACI) - U.S. Department of Justice - \$80,504. (State's Attorney Office/Children's Center)

11.D.4. [23-1856](#)

GPN 029-23: DuPage County Adult Redeploy Illinois Programs SFY24 - Illinois Criminal Justice Information Authority - \$450,514.85. (Probation and Court Services)

**12. ARPA REQUEST**12.A. [23-1896](#)

Naperville Convention & Visitors Bureau - ARPA Request

**13. OLD BUSINESS****14. NEW BUSINESS****15. ADJOURNMENT**