



DU PAGE COUNTY

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

Finance Committee

Summary

Tuesday, August 22, 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, Covert, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay
ABSENT	Cronin Cahill, DeSart, and LaPlante

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN

Chair Chaplin notified the Committee that Baker Tilly auditors have reviewed the non-Treasurer held bank accounts. Information regarding these accounts will regularly be provided to the Finance Department. Baker Tilly has determined that the account information provided will satisfy and remove the finding on the County's annual audit report.

5. APPROVAL OF MINUTES

5.A. [23-2691](#)

Finance Committee - Regular Meeting - Tuesday, August 8, 2023

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin

6. BUDGET TRANSFERS

6.A. [23-2796](#)

Transfer of funds from account no. 1000-1800-53090 (other professional services) to account no. 1000-1800-50010 (overtime), in the amount of \$25,000, due to the implementation of the new tax/assessment system causing a backlog of data entry. Overtime has and will be necessary to bring this backlog up to date as well as keeping up the daily operations of the Supervisor of Assessments Office. This pause in the data entry was added on top of the 35% increase of the real estate transfer declarations over the average amounts of previous years. (Supervisor of Assessments)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Yeena Yoo

6.B. [23-2799](#)

Transfer of funds from account no. 1000-1120-50000 (regular salaries) to account nos. 1000-1120-53090 (other professional services), 1000-1120-53800 (printing), and 1000-1120-52200 (operating supplies and materials), in the amount of \$16,000. Funds moved to 53090 to cover 457 plan consultant costs. Funds moved to 53800 to cover costs of printing new payroll software implementation manual. Funds moved to 52200 to cover costs of additional office supplies needed for the new payroll software implementation. (Human Resources)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Sadia Covert

6.C. [23-2800](#)

Budget Transfers 08-22-2023 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Sheila Rutledge

7. **PROCUREMENT REQUISITIONS**

A. **Finance - Chaplin**

7.A.1. [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)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Yeena Yoo

B. Animal Services - Krajewski

7.B.1. [AS-P-0049-23](#)

Recommendation for the approval of a contract to Covetrus North America, LLC, for the purchase of veterinary pharmaceuticals and medical supplies, for DuPage County Animal Services, for the period September 14, 2023 through September 13, 2024, for a contract total not to exceed \$76,000; per low bid #22-067-ANS. First of three (3) available options to renew.

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

C. Human Services - Schwarze

7.C.1. [23-2733](#)

HHS-P-0289A-22 - Amendment to Resolution HHS-P-0289-22, issued to Sysco Chicago, Inc., for primary food, supplies and chemicals for the DuPage Care Center and campus cafes at the JTK Administration Building and the Judicial Office Facilities, for a change order to increase the contract in the amount of \$270,210, resulting in a new total contract amount not to exceed \$1,139,378, an increase of 31.09%. (DuPage Care Center)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Paula Garcia

7.C.2. [HS-P-0066-23](#)

Recommendation for the approval of a contract purchase order to Joerns Healthcare, LLC, for rental of fluid immersion simulation mattress system for beds, for the DuPage Care Center, for the period September 8, 2023 through September 7, 2024, for a contract total amount not to exceed \$36,600, per bid #23-087-DCC. (DuPage Care Center)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Yeena Yoo

7.C.3. [HS-P-0067-23](#)

Recommendation for the approval of a contract purchase order to Cardinal Health, Inc., for primary pharmaceuticals for in and out patient pharmacy services, for the DuPage Care Center, for the period September 1, 2023 through August 31, 2025, for a contract total not to exceed \$4,800,000; contract pursuant to State of IL Contract #22-416CMS-BOSS4-P-33618. (DuPage Care Center)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin

D. Judicial and Public Safety - Evans

7.D.1. [JPS-CO-0006-23](#)

Recommendation for the approval of an amendment to Resolution JPS-P-0079A-22, for a change order amending purchase order 5690-0001 SERV, issued to Clear Loss Prevention, Inc., to increase the contract in the amount of \$18,209, resulting in an amended contract total amount not to exceed \$324,148.19, an increase of 5.95%, for the DuPage Care Center. (Office of Homeland Security and Emergency Management/Campus Security)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Patty Gustin

E. Public Works - Garcia

7.E.1. [FM-P-0077-23](#)

Recommendation for the approval of a contract to Arlington Glass & Mirror Co., for on-call window glazing, repair, replacement, window adjustment, and board up services, as needed, for County facilities, for Facilities Management, for the two-year period of October 1, 2023 through September 30, 2025, for a contract total amount not to exceed \$70,000, per lowest responsible bid #23-084-FM.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Yeena Yoo

7.E.2. [PW-CO-0005-23](#)

Amendment to County Contract #6335-SERV issued to Kemira Water Solutions, Inc., to furnish and deliver liquid Ferric Chloride to the Knollwood Wastewater Treatment Facility, for Public Works, for a change order to increase the contract in the amount of \$22,000, taking the original contract amount of \$25,900 and resulting in an amended contract amount not to exceed \$47,900, an increase of 84.94%.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Yeena Yoo

F. Technology - Yoo

7.F.1. [TE-P-0060-23](#)

Recommendation for the approval of a contract purchase order issued to Intellias, Inc., for an upgrade to the Windows servers that the Infor/Lawson applications run on from Windows 2012 to Windows 2019, for Information Technology, for the period of August 22, 2023 through November 30, 2023, for a contract total amount not to exceed \$72,000; per RFP #23-086-IT.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Michael Childress

7.F.2. [TE-P-0061-23](#)

Recommendation for the approval of a contract purchase order issued to Infor (US), Inc., for the purchase of MicroFocus COBOL licensing to be compatible with upgraded Windows Server 2019, for Information Technology, for the period of August 22, 2023 through November 30, 2023, for a contract total amount not to exceed \$112,709.53; per sole source.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Michael Childress

7.F.3. [TE-P-0062-23](#)

Recommendation for the approval of a contract purchase order issued to KARA Company, Inc., for the management of the County GPS CORS sites, to include operating, monitoring and upgrading of software and firmware, for Information Technology - GIS Division, for the period of September 1, 2023 through August 31, 2024, for a contract total amount of \$39,500; per sole source. KARA Company is the only known vendor for this service.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Michael Childress

G. Transportation - Ozog

7.G.1. [DT-P-0090-23](#)

Recommendation for the approval of a contract to Mohawk Lifts, LLC, to furnish and deliver one (1) Vertical Rise Heavy Duty Vehicle Lift, for the Division of Transportation, for a contract total not to exceed \$280,146.20; per Sourcewell contract #013020-MRL.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Paula Garcia

7.G.2. [DT-P-0091-23](#)

Recommendation for the approval of a contract to Energency Corporation d/b/a Rack’M Up Equipment Distributors, to install one (1) Vertical Rise Heavy Duty Vehicle Lift, for the Division of Transportation, for a contract total not to exceed \$107,035; per 55 ILCS 5/5-1022(c) “not suitable to competitive bids”. (Sole factory trained and authorized installer).

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Patty Gustin

8. FINANCE RESOLUTIONS

8.A. [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:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin

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

8.B. [FI-R-0178-23](#)

Acceptance and Appropriation of the HUD 2022 Continuum of Care Planning Grant, Agreement No. IL1841L5T142200, Company 5000, Accounting Unit 1510, \$170,370. (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.C. [FI-R-0183-23](#)

Acceptance and Appropriation of the HUD 2022 Continuum of Care Homeless Management Information System Grant PY24 Agreement No. IL0306L5T142215 Company 5000, Accounting Unit 1480, \$188,556. (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.D. [FI-R-0184-23](#)

Acceptance and Appropriation of the IACAA Employment Barrier Reduction Pilot Program PY2024 Agreement No. FCSCG05509, Company 5000 - Accounting Unit 1675, \$45,600. (Community Services)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.E. [FI-R-0189-23](#)

Acceptance and appropriation of the Illinois Department of Human Services Supportive Housing Program Grant PY24 Inter-Governmental Agreement No. FCSCH00172, Company 5000 - Accounting unit 1760, \$343,206. (Community Services)

A motion was made by Member Krajewski and seconded by Member Garcia to discharge the Human Services Committee on this item. Upon a voice vote, the motion passed.

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.F. [FI-R-0181-23](#)

Acceptance and Appropriation of the Illinois Court Commission on Access to Justice Grant PY24, Company 5000 - Accounting Unit 5925, \$13,000. (18th Judicial Circuit Court)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Sheila Rutledge

8.G. [FI-R-0194-23](#)

Additional appropriation for the Tax Sale Automation Fund, Company 1100, Accounting Unit 5010, \$10,489. (Treasurer's Office)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Michael Childress

- 8.H. [FI-R-0190-23](#)
Resolution certifying names to take the examination for County Engineer. (Human Resources)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

- 8.I. [FI-R-0193-23](#)
Correction of a scrivener's error in Resolution FI-R-0134-23, for the Small Agency Grant Program. (ARPA INTEREST)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Yeena Yoo

- 8.J. [FI-R-0180-23](#)
Resolution to allow for Townships to opt out of the Northern Illinois Food Bank Fresh Produce Program. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin

- 8.K. [FI-R-0182-23](#)
Approval of the Local Food Pantry Infrastructure Investment Program in the amount of \$1,000,000. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.L. [FI-R-0185-23](#)

Approval of a grant agreement between the County of DuPage and DuPagePads, for the use of ARPA funds for an Education Specialist, in the amount of \$194,183.20. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Kari Galassi

8.M. [FI-R-0186-23](#)

Approval of an intergovernmental agreement between the County of DuPage and the DuPage Housing Authority, for the use of ARPA funds for a digital lobby board and an interactive Zoom conference room, in the amount of \$33,887. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Paula Garcia

8.N. [FI-R-0187-23](#)

Approval of a grant agreement between the County of DuPage and American Legion Post 76, for the use of ARPA funds for the Great Lakes Regional Baseball Tournament, in the amount of \$40,000. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Michael Childress

8.O. [FI-R-0188-23](#)

Approval of a grant agreement between the County of DuPage and the Exchange Club of Naperville, for the use of ARPA funds for Ribfest, in the amount of \$25,000. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Michael Childress

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. [23-2656](#)
08-04-2023 Paylist

9.A.2. [23-2688](#)
08-08-2023 Paylist

9.A.3. [23-2757](#)
08-11-2023 Paylist

9.A.4. [23-2775](#)
08-15-2023 Paylist

B. Wire Transfers

9.B.1. [23-2689](#)
08-08-2023 Corvel Wire Transfer

9.B.2. [23-2726](#)
08-10-2023 IDOR Wire Transfer

C. Appointments

9.C.1. [CB-R-0088-23](#)
Appointment of Stephen Rauter as a Member (Public) of the Emergency Telephone System Board for 9-1-1.

9.C.2. [CB-R-0089-23](#)
Appointment of Amy Calhoun to the Naperville Fire Protection District.

D. Grant Proposal Notifications

9.D.1. [23-2467](#)
GPN 043-23: Workforce Innovation & Opportunity Act (WIOA) Grant PY23 - Illinois Department of Commerce & Economic Opportunity - U.S. Department of Labor - \$5,151,280. (Human Resources, Workforce Development Division)

9.D.2. [23-2468](#)
GPN 048-23: Apprenticeship Expansion Grant PY23 - Illinois Department of Commerce & Economic Opportunity - U.S. Department of Labor - \$125,000. (Human Resources, Workforce Development Division)

9.D.3. [23-2722](#)
GPN 049-23: Access to Justice Improvement Grant PY24 - Illinois Supreme Court Commission on Access to Justice - \$13,000. (18th Judicial Circuit Court - Law Library)

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

10. DISCUSSION

ARPA Funding - Willowbrook Corners

The Committee discussed using ARPA funds to provide support to Willowbrook Corners, particularly to support the YWCA Metropolitan Chicago and The Community House. At the moment, staff is only seeking approval for the concept of this funding. Final funding amounts and eligible expenses for both entities are still being determined at this time. In concept, funds would be used to expand services from the County and the community partners in that area. Committee members unanimously agreed to support this initiative going forward.

10.A. [23-2807](#)

YWCA Metropolitan Chicago

RESULT:	ANNOUNCED
----------------	-----------

10.B. [23-2808](#)

The Community House

RESULT:	ANNOUNCED
----------------	-----------

11. OLD BUSINESS

Member Schwarze provided an update to the Committee on the Small Agency Grant Program. Committee members have received information regarding the applicants in their districts, with comments provided from the Finance Department and the State's Attorney's Office. Member Schwarze clarified that the money allocated to each district cannot be shared among the other districts. Any unused funds may potentially be used to continue the program next year. Mary Keating reminded Committee members that funds can be split evenly across all eligible applicants within the district, or eligible applicants within the district can be ranked and prioritized. August 30th is the deadline to submit requests.

12. NEW BUSINESS

Chair Chaplin mentioned that she will be working with the Veterans Assistance Commission and the Finance Department on ways to provide the Veterans Assistance Commission with ARPA funding.

13. ADJOURNMENT

A motion was made by Member Gustin and seconded by Member Yoo to adjourn at 9:35 AM. Upon a voice vote, the motion passed.