

Illinois State Toll Highway Authority
Minutes of the Finance-Administration Committee Meeting
February 24, 2011

The Illinois State Toll Highway Authority held a Finance-Administration Committee Meeting on Thursday, February 24, 2011 at approximately 11:30 a.m. at the Central Administration Building in Downers Grove, Illinois. Directors on the Committee in attendance were as follows:

Committee Chairman James Banks
Director Bill Morris
Director George Pradel
Director Tom Weisner

Committee Chairman Banks called the meeting to order.

Executive Director Lafleur introduced two new staff members, Chief of Procurement John Donato and Chief of Administration Michael Stone.

Director Morris moved to approve the Minutes of the Finance-Administration Committee meeting held on January 27, 2011; seconded by Director Weisner. The motion was approved unanimously.

Committee Chairman Banks called upon Joe Kambich, Chief of Information Technology. Mr. Kambich requested approval of the following for the Consent Agenda:

Renewal of Microsoft Licensing / Software Assurance via CMS Master Contract (CMS5003360) for support and maintenance of Microsoft applications used system wide, in an amount not to exceed \$67,184.80.

Director Morris moved to approve said Renewal; seconded by Director

Weisner. The motion was approved unanimously.

Director Morris asked how staff monitors to make sure the Finance Committee does not over-approve expenditures when a budget line item has multiple contracts.

Mr. Colsch answered that staff works with departments to monitor both the contracts and spending early in the year to make sure that they don't obligate the whole budget should an urgent item come up later in the year.

Director Morris suggesting adding a note to the Item Summary indicating that 'with this approval, we will have encumbered X number of dollars,' so it will be more apparent how much of the total has already been committed.

Committee Chairman Banks called upon John Donato, Chief of Procurement. Mr. Donato requested approval of the following for the Consent Agenda:

Award Contract No. 11-0099 to Midland Paper Company for Copier Paper, in an amount not to exceed \$44,000.00 (CMS Master Contract).

Director Weisner moved to approve said Award; seconded by Director Morris. The motion was approved unanimously.

Executive Director Lafleur informed the Directors that staff had decided to break the joint state-federal legislative liaison contract into two separate procurements. She added that staff will revisit the federal portion of that proposal. She then noted that representation in Springfield is critical for the Tollway. Through the efforts of the Tollway's lobbyists, the Tollway managed to save up to \$80 million in potential expenses. Executive Director Lafleur told the Committee that there were two bidders for the Legislative Liaison RFP, and that one had

been disqualified for failing to meet the bid documentation requirements. Asked by Directors why there were so few bidders, she noted that the Tollway has fairly stringent requirements in terms of potential conflicts of interest, and that could be one reason for the low numbers of bidders.

Director Morris advocated for getting the message out about potential procurements more strongly as it makes it more difficult for the Tollway when there is less competition.

Executive Director Lafleur answered that she and Mr. Donato had been planning for ways to do more outreach surrounding procurements after they had been posted.

Director Morris asked how Cullen & Associates could meet a 20 percent MBE goal, and if they were partnering with anyone. Mr. Donato answered that Cullen would be partnering with Mona Martin. Director Morris responded that **the name of that partner firm should be included on the Item Summary sheet as well. Director Morris then requested that Cullen make quarterly reports to the Board on the status of their work.**

Executive Director Lafleur responded that Cullen gives regular reports during legislative session on the bills they are watching and offered to share these reports with the Board. **Executive Director Lafleur noted that she will ask Cullen to come in and give a presentation to the Board in the future.**

Director Weisner voiced his support for working with a lobbyist. He noted that sometimes legislators propose legislation with good intentions, but such legislation has unforeseen consequences. He felt that watching legislation would help make certain that not just the Tollway, but the Tollway users, were taken care of.

Chair Wolff noted that **the Board would like to see a report from the legislative liaison indicating the amount of money that would have been potentially lost should the Tollway not have had a lobbyist in Springfield. She also asked that staff find out for the Board what the limitations were, legally, on researching why certain request for proposals had not received as many competitive bids as they would have liked.**

Mr. Donato requested approval of the following for the Consent Agenda:

Award Contract No. 11-0013 to Cullen, Incorporated d/b/a Cullen & Associates for Legislative Liaison Services, in an amount not to exceed \$160,000 (Tollway RFP).

Director Morris moved to approve said Award; seconded by Director Weisner. The motion was approved unanimously.

Executive Director Lafleur told the Board that staff has been working with SEIU for over two years to come to an agreement on contract terms. SEIU represents about 40 percent of all Tollway employees. On January 28th, SEIU's membership voted to ratify the agreement. Executive Director Lafleur noted that the agreement is fair to all parties, and reflects the economic situation the Tollway is in at the moment.

Committee Chairman Banks called upon Jeff Redding, Chief of Operations. Mr. Redding requested approval of the following for the Consent Agenda:

Approval of a Collective Bargaining Agreement with Local 73 of Service Employees International Union.

Director Morris moved to approve said Award; seconded by Director Weisner. The motion was approved unanimously.

Committee Chairman Banks called upon Tom Bamonte, General Counsel. Mr. Bamonte requested approval of the following for the Consent Agenda:

An Intergovernmental Agreement with the Wisconsin Department of Transportation and the Illinois Department of Transportation. Cost to the Tollway is \$85,000.00.

Director Weisner moved to approve said Agreement; seconded by Director Morris. The motion was approved unanimously.

Mr. Bamonte then requested approval of the following:

An Intergovernmental Agreement with the Village of Rosemont. Cost to the Tollway is to be determined based on the toll receipts at the new northbound Balmoral Road ramp.

Executive Director Lafleur informed the Board that after last month's Board meeting, she convened a working group to look at this particular Intergovernmental Agreement with Rosemont. She noted that this was an important project for economic development in the region.

Director Saldaña told the Board that earlier in the month, she, Director Canham, and Director Pradel met as an ad hoc working group with several Tollway staff to review the policies surrounding the intergovernmental agreement with Rosemont. Director Saldaña explained that this is a new way of handling agreements in that Rosemont will take the lead on construction and financing the project, and the Tollway will still be covered in terms of its cost obligations.

Executive Director Lafleur thanked the Directors for their work on this agreement.

Director Pradel moved to approve said Agreement; seconded by Director

Weisner. The motion was approved unanimously. Mr. Bamonte then requested approval of the following:

An Agreement with the Sanctuary Homeowners Association and the Illinois Department of Transportation. Cost to the Tollway is \$0.

Director Pradel moved to approve said Agreement; seconded by Director Weisner. The motion was approved unanimously. Mr. Bamonte then requested approval of the following:

A Workers Compensation Settlement – Anthony Rinfret. Cost to the Tollway is \$56,604.65.

A Workers Compensation Settlement – Charles Oplawski. Cost to the Tollway is \$83,090.00.

Director Pradel moved to approve said Agreements; seconded by Director Morris. The motion was approved unanimously. Mr. Bamonte then requested approval of the following:

A settlement of Claim for Property Damage – Andrew Calvert. Cost to the Tollway is \$0 and the Tollway will receive revenue as a result of the settlement.

Director Weisner moved to approve said Agreement; seconded by Director Morris. The motion was approved unanimously.

There being no further business, Director Morris moved to adjourn; seconded by Director Weisner. The motion was approved unanimously.

Meeting adjourned at approximately 12:05 p.m.

Minutes taken by: _____
Tranece Artis