



EXECUTIVE ORDER 2020-4

Issued by

**TONI PRECKWINKLE, PRESIDENT,
COOK COUNTY BOARD OF COMMISSIONERS**

Cook County, Illinois

March 18, 2020

WHEREAS, pursuant to the Cook County Code of Ordinances, Sections 26-36 and the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, on March 10, 2020, County Board President Toni Preckwinkle found that the circumstances surrounding COVID-19 constitute a public health emergency and issued a proclamation of disaster for Cook County; and

WHEREAS, in accordance with Illinois law, on March 16, 2020, the Cook County Board of Commissioners through Resolution 20-2195, extended the March 10, 2020 Proclamation of Disaster through May 30, 2020; and

WHEREAS, the March 16, 2020 Resolution 20-2195 further recognized and supported the issuance of Executive Orders by the County Board President to account for the continuity of operations, institute necessary closures and implement any rules or regulations that may benefit Cook County workforce and residents during this extended Proclamation of Disaster; and

WHEREAS, Executive Order 2020-3 provided for the continued operation of essential functions of County government while protecting the public and the County employee population through a reduction of the footprint on-site in County building and facilities; and

WHEREAS, in order to reduce that on-site footprint and implement social distancing standards, County Board and Committee meetings as well as other board and commission meetings have been cancelled for the month of March, 2020; and

WHEREAS, while the above noted meetings are cancelled in March, 2020, it is necessary to grant limited authority to officials in County government to ensure the continuity of government functions.

NOW THEREFORE, by virtue of the authority vested in me by the Constitution of the State of Illinois, the laws of the State of Illinois, the Ordinances of Cook County and the March 10, 2020 Proclamation of Disaster, that was extended by the Board of Commissioners through May 31, 2020 on March 16, 2020,

I, TONI PRECKWINKLE, President of the County of Cook, Commissioners **DO HEREBY ORDER**, as follows:

1. Procurement Authority.

Cook County Board of Commissioners and Cook County Health System Board approval shall not be required to approve procurements, contracts or contract amendments for procurements or expenditures that would otherwise require the advance approval of the applicable governing board in accordance with Sec. 34-123 of the Cook County Code of Ordinances.

Subject to the limitations provided in this Section 1, effective March 18, 2020 through May 1, 2020, the Cook County Chief Procurement Officer (“CPO”) or designee of the CPO shall have the authority to approve all Cook County procurements and approve and execute Cook County contracts and contract amendments. Subject to the limitations provided in this Section 1, effective March 18, 2020 through May 1, 2020, the Cook County Health Chief Procurement Officer (CCHCPO) or designee of the CCHCPO shall have the authority to approve all CCH procurements and approve procurement contract amendments.

In accordance with Section 34-141 of the Cook County Code of Ordinances and the Proclamation of Disaster, the CPO or CCHCPO are hereby authorized to issue procurements and execute contracts and contract amendments for their applicable agency without use of one of the competitive processes set forth in Cook County Procurement Code and without prior approval of the applicable governing board. If practicable under the circumstances, the applicable CPO shall obtain quotations or proposals from at least three persons as provided for in Section 34-141. To the extent possible, contract extensions shall be limited to a 90-day extension.

Prior to applicable CPO approval, such procurements, contracts and contract amendments must first require the written concurrence of the applicable CPO, the Cook County Chief Financial Officer, the Cook County Budget Director or their designees and a representative of the requesting Using Department or Agency. Concurrence will be required to review the essential nature of the procurement and determine budgetary authority. Non-essential procurements may be suspended with the written approval of the Cook County Chief Financial Officer and Cook County Budget Director or their designees.

The CPO and CCHCPO shall issue a report on all procurements, contracts or contract amendments processed under this authority on the 15th of each month to the applicable governing board.

2. Budgetary Transfers.

Effective March 18, 2020 through May 1, 2020, the Cook County Budget Director or designee is authorized to review and approve budgetary transfer requests that would otherwise require the approval of the Cook County Board of Commissioners or the CCH System Board. The Budget Director or designee of the Budget Director will issue a report to the County Board and where applicable the CCH System Board of such transfers permitted under Section 8 and Section 9 of the 2020 Fiscal Year Annual Appropriation Resolution. All such budget transfer requests shall further require the written concurrence of the Cook County Chief Financial Officer or a designee of the Chief Financial Officer.

The Cook County Budget Director shall issue a report on the approved budgetary transfers permitted under this Order on the 15th of each month to the Cook County Board of Commissioners and the CCH System Board.

3. Grant Authorization.

Through May 1, 2020, the Cook County Budget Director or designee of the Budget Director is authorized to apply, accept and authorize any grants on behalf of Cook County that may otherwise require the pre-approval of the Cook County Board of Commissioners. Matching grants will also require the written concurrence of the Cook County Chief Financial Officer (“CFO”) or the CFO’s designee.

The Cook County Budget Director shall issue a report on any such authorized grants on the 15th of each month to the Cook County Board of Commissioners.

4. Invoice Payment and Processing.

The Comptroller or the Comptroller’s designee shall continue to be granted the authority to process and pay invoices; effective March 18, 2020, court ordered payments, workers compensation claim payments, invoices and settlements that may require the pre-approval of the Finance Committee of the Cook County Board of Commissioners or the CCH System Board may be paid by the Cook County Comptroller without the advance approval of the applicable Finance Committee.

The Cook County Comptroller shall issue a report on any such payments processed pursuant to the authority granted herein on the 15th of each month to the Cook County Board of Commissioners and CCH System Board.

BE IT FURTHER ORDERED, that, this order shall take effect upon its execution and filing with the County Clerk and that immediate notice of this order be delivered by the County Clerk to the offices under the jurisdiction of the County Board President, the eleven separately elected officials,

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the seventeen members of the County Board, and the Cook County Health and Hospitals System Board.



Toni Preckwinkle
President

Dated: March 18, 2020

ATTEST:



Karen A. Yarbrough
Cook County Clerk

Received and Filed: March 18, 2020