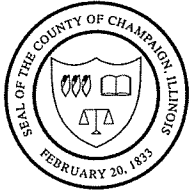


Documents Distributed at the  
County Facilities Committee Meeting



## CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON  
URBANA, IL 61802  
(217) 384-3776  
(217) 384-3765 – PHYSICAL PLANT  
(217) 384-3896 – FAX  
(217) 384-3864 – TDD  
Website: [www.co.champaign.il.us](http://www.co.champaign.il.us)

ADMINISTRATIVE SUPPORT  
DATA PROCESSING  
MICROGRAPHICS  
PURCHASING  
PHYSICAL PLANT  
SALARY ADMINISTRATION

To: Steve Beckett, Chair of County Facilities Committee  
County Facility Committee Members

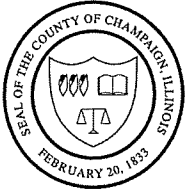
From: Denny Inman, County Administrator/Facilities & Procurement

Date: *DIA*  
September 5, 2006

Re: Committee Approval for the Release of Request for Proposal to Provide ATM Services  
(County Facilities Committee Agenda Item IX.E.)

I formally request Committee approval to craft and release a Request for Proposal (RFP) for Automated Teller Machine (ATM) services. Said equipment would be placed in County buildings for use by the public and County employees. Proposed sites include Brookens Administrative Center, County Courthouse, and new Nursing Home facility.

Thank you for consideration of this matter.



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9/21/06 County Board  
Addendum Item XIII B 5  
Attachment

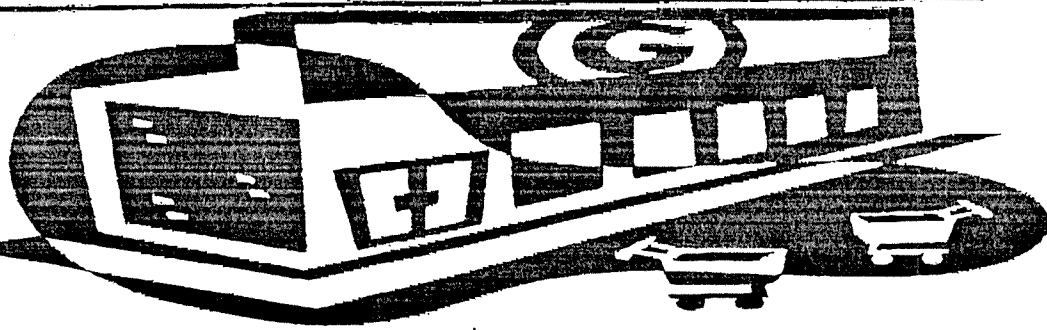
Phone: (217) 221-5600  
Fax: (217) 221-5920

September 20, 2006

### LEASE AGREEMENT

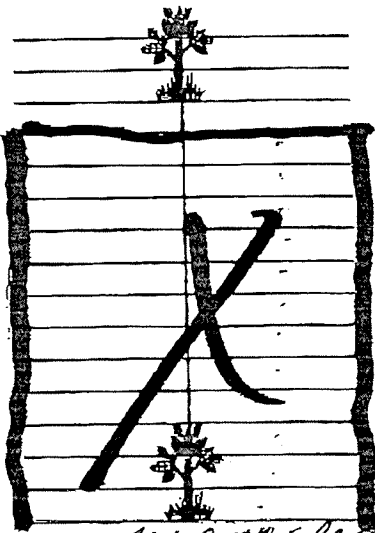
1. PARTIES: This lease, is made and entered into this 11<sup>th</sup> day of September, 2006, by and between Niemann Foods, Inc. "Lessor" and Champaign County Administrative Services, "lessee".
2. PREMISES: Niemann Foods, Inc., agrees to lease to Champaign County, parking spaces located at 220 North Broadway, Urbana, Illinois.
3. USE: This space is to be used by the Lessee as parking spaces for 100 Champaign County employees, and is not intended for any type of retail or commercial uses. Spaces are being rented on a Monday through Friday 7:30 am – 5:30pm 5 days a week time frame.
4. TERM: This lease shall be for the term of 2 years and 6 days, beginning September 25, 2006, and ending September 30, 2008.
5. RENT: Rent will be \$20.00 per space per month, to be paid to Niemann Foods, Inc., 1501 N. 12<sup>th</sup> Street, Quincy, Illinois, 62301 by Lessee by the first day of each calendar month. A partial month's rent of \$500.00 is due at the beginning of the term.
6. Lessee will be responsible for any charges associated with the initial install of parking signs, chains, and sign poles, and any charges associated with the maintenance of the above noted items through the term of the lease.
7. INSURANCE: Lessee shall carry general liability insurance coverage during the term of this lease with the following limits: \$1 million with Niemann Foods, Inc. named as additional insured. A copy of insurance coverage shall be furnished and delivered to Linda Rudicil at NFI – 1501 N. 12<sup>th</sup> Street, Quincy, Illinois, 62301.
8. Lessee will mark and park in spaces designated on attached site plan Exhibit A. Lessor retains the right to alter the plan or reduce the number of spaces available with a 30 day written notice.

Cunningham

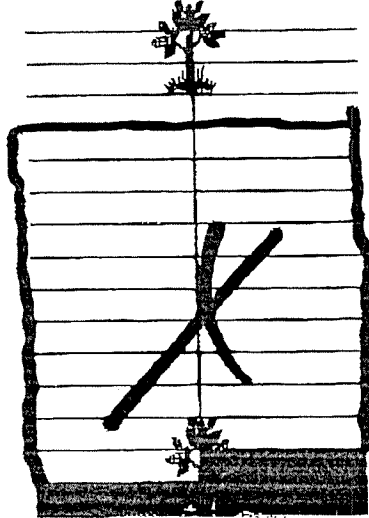


SAV-A-LOT + COUNTY MARKET VIGNOR

COUNTY BOARD 56 SPACES



COUNTY BOARD 24 SPACES  
COUNTY BOARD 10 SPACES



COUNTY BOARD 24 SPACES

COUNTY BOARD 76 SPACES

Civic Center



Water Street



Bus Stop



Broadway

Broadway

26-NORTH 10-WEST 24+24-CENTER 16-SOUTH - TOTAL 100 SPACES

RESOLUTION NO. 5621

RESOLUTION AUTHORIZING AN AGREEMENT FOR PARKING WITH NIEMANN  
FOODS, INC.

WHEREAS, pursuant to Resolution No. 5585 – Resolution for the Provision of Long Term Employee Parking in Downtown Urbana, the Champaign County Board has approved a plan which included the lease of parking spaces within a 2-block radius of the Champaign County Courthouse to be assigned to Champaign County Courthouse employees; and

WHEREAS, the County Administrator of Facilities and Procurement has negotiated the terms for a lease with Niemann Foods, Inc. to lease 100 spaces from September 25, 2006 through September 30, 2008, at a cost of \$20.00 per space per month; and

WHEREAS, the County Administrator of Facilities and Procurement recommends adoption of the Lease Agreement with Niemann Foods, Inc. to comply with the requirements of Resolution No. 5585.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into a Lease Agreement with Niemann Foods, Inc. to lease 100 spaces from September 25, 2006 through September 30, 2008, at a cost of \$20.00 per space per month

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of September, A.D. 2006.

\_\_\_\_\_  
Barbara Wysocki, Chair  
Champaign County Board

ATTEST:

\_\_\_\_\_  
Mark Shelden, County Clerk and  
Ex-Officio Clerk of the County Board

114 WEST MAIN STREET  
URBANA, ILLINOIS 61801

T / 217 328 1391  
F / 217 328 1401

File 0647

August 30, 2006

Denny Inman  
Champaign County Administrative Services  
1776 E. Washington Street  
Urbana, IL 61802

Re: Brookens Administrative Center  
County Clerk Election Area Remodeling

Dear Denny:

We have been working with Mark Shelden the Champaign County Clerk to review the plans for expansion of the election area within the Clerk's office. There is a need to accommodate both wheelchair accessibility and visually impaired voting as well as expanded capability for voting booths and ballot boxes. The preliminary plan originally approved by the Facilities Committee envisioned capturing the full width of the existing corridor for the election area expansion.

While we think the corridor can technically be closed based on the building codes, we have several concerns with completely closing this public corridor. These concerns include a reduction in the number of exits available in an emergency, a significant reduction in convenience of public and staff movements through the building and a further complication of way-finding though a complex floor plan. From reviewing the survey conducted of the building staff there were many more opposed to the original plan than in favor. My understanding is that many of the staff who work in pods 100 and 200 and visitors to these areas park north of the building and use this corridor to travel from the parking lot to their offices, so they would have to walk outside or travel through the Administrative Service office area if the corridor is completely closed off.

There were also some concerns with how the Clerk's office would function under the preliminary plan based on staffing and having visual control of the expanded elections area. After working with the Clerk to review several options we have agreed that a plan that would capture half of the corridor space would allow for a more efficient flow inside the office as well as allowing for continued public corridor space. The preferred option does cause a reduction in the available staff and storage space within the Clerk's office area so we have indicated capturing a portion of the empty space to the north for Clerk storage space and the remaining portion of that area would be available for County office supplies storage.

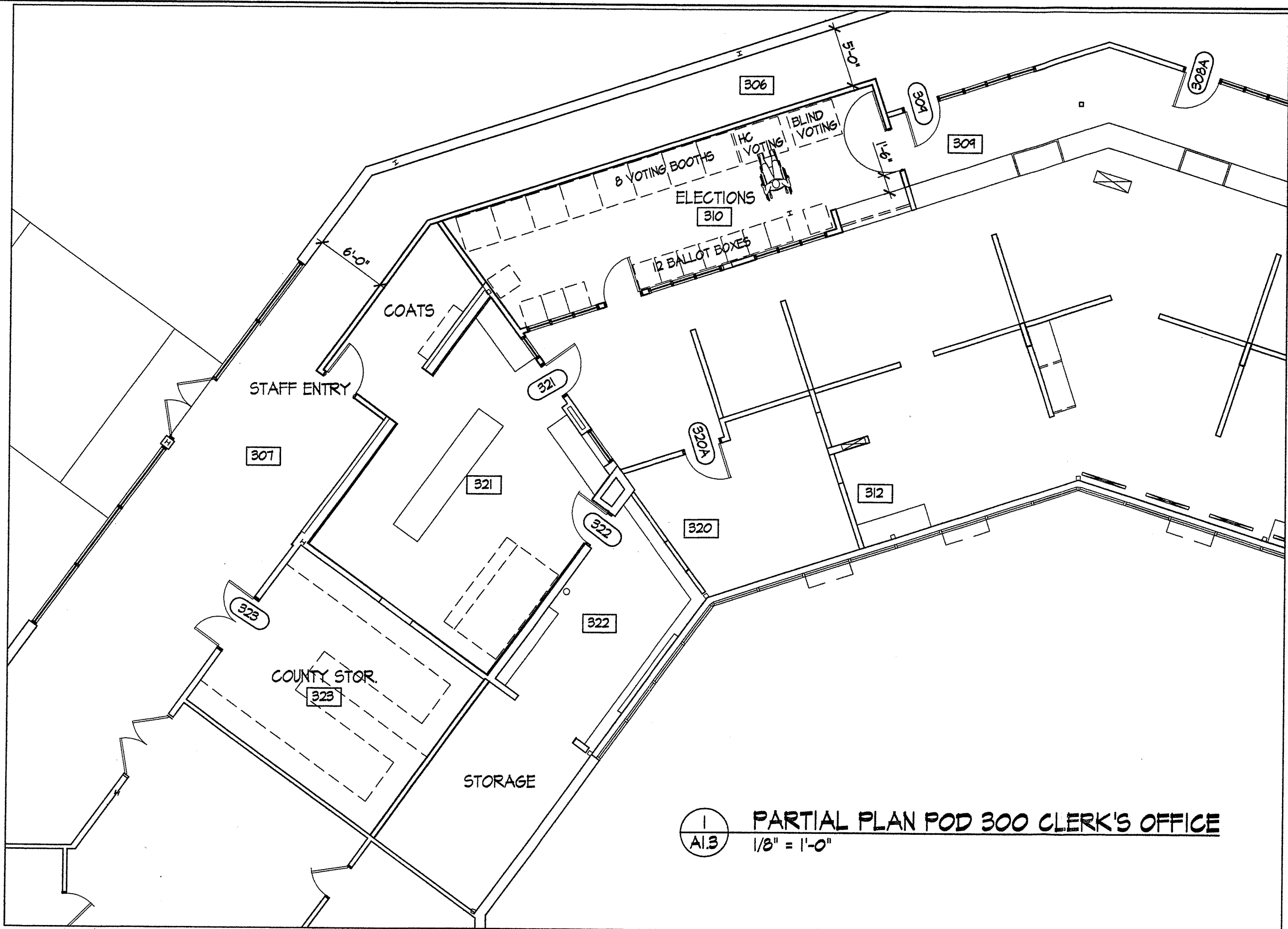
Sincerely,

ISAKSEN GLERUM WACHTER . LLC



Scot W. Wachter  
Principal/President

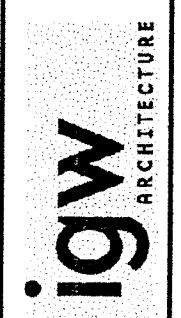
cc: Mark Shelden, File  
enc: 11x17 Preliminary Floor Plan A1.1



1  
A1.3 PARTIAL PLAN POD 300 CLERK'S OFFICE  
1/8" = 1'-0"

0647  
8/16/06  
SWM

BROOKENS REMODEL  
CLERK ELECTIONS SPACE  
URBANA ILLINOIS



ISAAXSEN GLERUM WACHTER, LLC  
114 WEST MAIN STREET  
URBANA, ILLINOIS 61801  
T / 217 328 1391  
F / 217 328 1401

A1.1





ISAKSEN GLERUM WACHTER . LLC

114 WEST MAIN STREET  
URBANA, ILLINOIS 61801

T / 217 328 1391  
F / 217 328 1401

File 0647

August 30, 2006

Mark Sheldon  
Champaign County Clerk  
1776 E. Washington Street  
Urbana, IL 61802

Re: Brookens Administrative Center  
County Clerk Election Space Remodeling

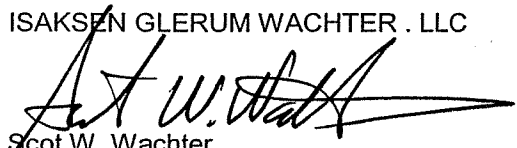
Dear Mark:

We have reviewed your existing absentee voting area and find that it does not meet current handicap accessibility codes including the Illinois Accessibility Code 1997 and the Americans with Disabilities Act. The only options available as we have discussed are to remove and relocate the existing walls to provide for wheelchair accessibility and space for both a wheel chair accessible voting booth and a visually impaired voting booth.

Thanks.

Sincerely,

ISAKSEN GLERUM WACHTER . LLC



Scot W. Wachter  
Principal/President

cc: Denny Inman, File

## Dan Walsh

---

**From:** Dan Walsh  
**Sent:** Friday, September 01, 2006 2:19 PM  
**To:** County Administrators; Chris Doenitz; John Jay; Lawrence Sapp; Ron Bensyl; Stan James; Jonathan Schroeder; Scott Tapley; Greg Knott; Lorraine Cowart; Catherine Hogue; Patricia Avery; Claudia Gross; Anthony Fabri; Janet Anderson; Nancy Greenwalt; C Pius Weibel; Thomas Betz; Ralph Langenheim; Jennifer Putman; Steve Beckett; Brendan McGinty; 'illinihunts@yahoo.com'  
**Subject:** Court Security Parking Lot

Dear Board Member, Committee Chair, Administrator, County Board Chair

I apologize for bringing this problem up after some of you spent considerable time working on the parking problem. Other than Deb Busey, several weeks ago, asking me in passing why court security needed special parking I was not aware of any consideration to take away their parking. We do check Committee agendas, but I did not realize "Parking Agreements-to be distributed" had anything to do with my operations.

I want court security to keep their same parking for the following reasons:

1. I believe Court Security Officers are the only courthouse employees to only get 30 minutes for lunch. Further, their lunch schedule always depends upon the courts activities. If one of them wants to run up to Arby's (probably the closest fast food to the courthouse) they really only end up with about 15 minutes to gobble it down (assuming no line at Arby's.) Even if you only add two minutes to their walk to their vehicles (four minutes round trip) now they are closer to 10 minutes to consume their lunch. That is not enough time to eat. This would even be worse if they have to drive to a different lot because the first one is full.

2. The second problem that I have is that my Court Security Officers are easily identifiable when they come to work and leave in uniform. If they are forced to park at the Save A Lot (and to some extent any other public lot) they are likely to encounter persons they deal with at the courthouse. While my Officers can very well take care of themselves, they cannot watch their vehicle in a public lot several blocks from the courthouse.

The people they regularly deal with are sometimes not our upstanding citizens, but they might be good customers of the Save A Lot drive up liquor store.

Court Security Officers, as part of their job, do things that might make people unhappy with them, eg:

- a. sir, give me your cell phone as it just rang during court proceedings.
- b. Sir, put your hands behind your back—I have to handcuff you as the judge just sentenced you to jail
- c. Sir, you will have to leave the courthouse as you are too drunk to be in here.

In a public lot, away from the courthouse, especially Save-A Lot I do believe their vehicles to be much more likely the target of vandalism, than if they were in a private lot out of the public view.

I know Mr. Beckett has spent a lot of time trying to come up with a fair and economical solution for courthouse employee parking. I do not believe he or any other Committee members were aware of the above mentioned problems. I do not know what the next step in the process is, but I simply request that the spaces now used by Court Security, behind Jiffy Lube, be retained for their use.

It has been suggested that because of my statutory relationship to the courthouse and it's immediate grounds that I could come up with another solution. However over the last almost 4 years the Board and it's Committees have worked well in partnership with CCSO to solve problems and I would prefer to continue working together. Again, I apologize for having to come to you after the "ball is rolling." Thank you for any help you can give us.

Dan