



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE**
County of Champaign, Urbana, Illinois
Tuesday, March 5, 2013 - 6:00 p.m.

Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana

Committee Members:

Stan James - Chair

Gary Maxwell

James Quisenberry – Vice-Chair

Giraldo Rosales

Josh Hartke

Rachel Schwartz

Jeff Kibler

AGENDA

| | <u>Pages</u> |
|---|--------------|
| I. Call to Order | |
| II. Roll Call | |
| III. Approval of Minutes | |
| A. Facilities Committee Meeting – February 5, 2013 | 1-4 |
| B. Facilities Special Committee Meeting – February 20, 2013 | 5-6 |
| IV. Approval of Agenda/Addenda | |
| V. Public Participation | |
| VI. Communications | |
| VII. Approve Recommendation to Finance Committee for Funding Roof Replacement Projects | 7-10 |
| VIII. Approve Recommendation to Finance Committee for Courthouse Exterior Maintenance RFP | 11-12 |
| IX. Approve Recommendation to Finance Committee to apply for Department of Commerce & Economic Opportunity (DCEO) grant for Public Sector Energy Efficiency Program | 13-15 |
| X. Downtown Jail Priorities | |
| XI. Other Business | |
| XII. Chair's Report | |
| XIII. Semi-Annual Review of Closed Session Minutes | |
| XIV. Adjournment | |

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Champaign County Board Facilities Committee
County of Champaign, Urbana, Illinois

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MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, February 5, 2013
TIME: 6:00 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E Washington, Urbana, IL 61802

Committee Members

| Present | Absent |
|--------------------------------|--------------|
| Stan James (Chair) | |
| James Quisenberry (Vice Chair) | |
| Josh Hartke | |
| Jeff Kibler | |
| | Gary Maxwell |
| Giraldo Rosales | |
| Rachel Schwartz | |

County Staff: Alan Reinhart (Director of Facilities), Deb Busey (County Administrator), Beth Brunk (Recording Secretary)

Others Present: Michael Richards, Pattsy Petrie, Jim McGuire (Champaign Co Board)

MINUTES

I. Call to Order

Committee Chair James called the meeting to order at 6:05 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Minutes

A. January 10, 2013 Regular Meeting

MOTION by Mr. Kibler to approve the minutes for the January 10, 2013 meeting as distributed; seconded by Ms. Schwartz. Upon vote, **the MOTION CARRIED unanimously.**

IV. Approval of Agenda

MOTION by Mr. Hartke to approve the agenda as distributed; seconded by Mr. Quisenberry. Upon vote, **the MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

James Quisenberry

Mr. Quisenberry inquired about the date for a meeting with the Institute of Law & Policy Planning (ILPP) consultant. Ms. Busey replied that the meeting is set for Wednesday, February 20, 2013 at 5:30 p.m.

1
2 **VII. Capital Improvement Projections**

3 A. Roof Analysis

4 Mr. Reinhart gave a brief explanation of the capital improvement template summarizing the roofs
5 on various County buildings. The projected roof replacement dates were based on the
6 manufacturer's life expectancy of the roofing system. The estimated replacement costs were
7 computed by compounding a 3% annual increase over the roof's life expectancy. These estimates
8 will vary with changes in technologies and oil prices.
9

10 **Mr. Rosales entered the meeting at 6:09 p.m.**

11
12 Roofing information was relatively easy to compile since the bids are separate in construction
13 projects. It will be much more difficult to determine heating and cooling systems data for the
14 County buildings since that information is usually part of an overall job bid.
15

16 Mr. James noted that the weather conditions in central Illinois are particularly hard on roofs with
17 wind, sun and acid rain. As a result, roofs usually fail before the stated warranty. Generally, the
18 roofing contractor will guarantee the installation of the roof for one year, and the stated warranty
19 on the roofing product is pro-rated by the number of years it has been installed on the roof. Mr.
20 Rosales wondered if there was a roofing standard we should be using for county buildings. Mr.
21 James responded that shingled and metal roofs in today's market have a standard range in
22 guaranties from 30 to 50 years respectively. Rubber (EPDM) which is installed on flat roofs has a
23 much shorter life span. There are host of other factors which could shorten the product warranty.
24

25 Mr. Hartke was interested in exploring green roofing technologies for the County's flat roofs. The
26 system consists of a non-permeable layer, a second permeable layer and a top layer of growing
27 medium for the sedum plants. Advantages include higher insulative values, increased life
28 expectancy of the roof and remediation of water and carbon. The city of Chicago has successfully
29 incorporated green roofs on many of their buildings. Mr. Hartke has contacts at the University of
30 Illinois' Environmental Engineering department who may be willing to write the specifications for a
31 County green roof at no charge.
32

33 Mr. Quisenberry noted that the University of Illinois retrofitted the flat roof on the I Hotel with
34 sedum plants. They could be contacted to ascertain the cost and potential problems. Mr. Kibler
35 asked if there was existing money allocated for capital improvements. Ms. Busey responded that
36 the Capital Asset Facility Fund has a balance of approximately \$80,000. Mr. McGuire hopes that the
37 County will also set aside money for the heating/cooling systems and repair/maintenance as they
38 are also necessary to take care of buildings. Mr. James replied that we cannot do everything at once
39 so roofing replacements seemed like a place to start.
40

41 Mr. Rosales had a procedural question about the role of County Board members who attend the
42 meeting but are not Facilities Committee members. Ms. Busey clarified that the structure of
43 standing committees allows all County Board members to participate in the discussion. The Chair
44 recognizes the Facilities Committee members first then other County Board members can
45 contribute. Only Facilities Committee members are allowed to vote.
46

47 Ms. Petrie noted that there are seven examples of green alternatives for roofing in the community.
48 She is hopeful that staff will not wait until a roof needs replacing before exploring other options. It
49 is necessary to keep up with technology as there are many advances in roofing like solar shingles,
50 soy paint, etc. A good alternative to shingles on sloped roofs could be metal with its long life
51 expectancy. It may be a better investment to pay for a system that extends the life of the roof than
52 compounding labor costs in replacements. Mr. James suggested that County Board members
53 research these different alternatives with specific examples and costs then pass the information to
54 Mr. Reinhart.

1
2 B. Funding Model for Roofing Schedule

3 Ms. Busey reviewed the Funding Model spreadsheet. Based on Mr. Reinhart's information
4 concerning roof life expectancy of County buildings, Ms. Busey calculated an annual reserve of
5 \$186,494 (column 4 of worksheet) if a roofing reserve for future replacement had been fully funded.
6 The worksheet is color-coded to illustrate which funds are available to pay for the various roofs. The
7 majority of County buildings would be paid for through the General Corporate Fund, and the money
8 set aside in a Capital Facilities Fund will pay for only those building projects. The Nursing Home,
9 Highway Department and Courthouse have separate funds to pay for their building replacement
10 costs. Since the County has not been setting aside money for roofing repairs, the annual amortized
11 cost for fully funding all roof replacements would be:

12
13 \$776,762 for FY14
14 \$621,148 for FY15
15 \$443,462 for FY16
16 \$300,881 for FY17
17 \$276,166 for FY18
18

19 To soften the initial impact of starting the reserve fund, the Committee may want to consider only
20 roof replacements scheduled within the next 20 years to equalize the first five years. Ms. Busey
21 hoped that this model could be a starting point for the Facilities Committee to recommend to the
22 Finance Committee a budgeted amount from the General Corporate Fund to the Capital Facilities
23 Fund to build a balance from which the County can operate.
24

25 Mr. Hartke asked if money from this fund could be used for items other than roofing if an
26 emergency arose like a boiler failure. Ms. Busey responded that money could be used from the
27 respective fund for an emergency with appropriate documentation to track the expenditure and a
28 plan to replenish it. Ultimately, the amount budgeted for capital improvements should cover all the
29 buildings' maintenance needs. Mr. Rosales supported this move forward to establish a reserve fund.
30

31 Mr. Kibler inquired how the roof on ILEAS and 202 Art Bartell construction project were funded in
32 2011 without a reserve fund. Ms. Busey explained that the roof on ILEAS came out of ILEAS'
33 \$400,000 annual rent payment. The building at 202 Art Bartell was financed by a bond issue. Mr.
34 McGuire is concerned that County Board members will not grasp the magnitude of the expense
35 needed to keep the buildings in repair by just looking at the roofing. He suggested that whatever
36 number is established for roofing, an additional 20% could be added for maintenance. Mr. James
37 stressed that this is a beginning, and the County is starting where they can. When Mr. Reinhart has
38 completed the replacement costs for heating and cooling, then Ms. Busey can look at funding
39 replacement costs.
40

41 Ms. Petrie thought that understanding the grants offered by the Illinois Department of Commerce
42 and Economic Opportunity (DCEO) may help prioritize the needs for County buildings. In the past,
43 the County was not prepared and missed out on grant opportunities. Getting grant money is in the
44 best interest of the County. Mr. James noted that County staff continues to look for grant
45 opportunities. Mr. Richards stated that the Illinois Association of County Board Members in
46 partnership with DCEO for Illinois Energy Now offers free grant writing to member institutions. Mr.
47 Hartke asked to have the contact information on those groups. He will contact them and reserve
48 some hours so when a grant opportunity comes up we can apply for it. Mr. James stressed to keep
49 the Department Head involved so they can make sure they have the time to work on it. Mr. Rosales
50 suggested that it may be cheaper to work with Champaign County Regional Planning Commission
51 staff to research grant opportunities.
52

53 Mr. James asked Committee members to examine the funding model for the March meeting. If the
54 Facilities Committee can make a recommendation at the next meeting of a certain dollar amount

1 designated for Capital Facilities to the Finance Committee in March, then that Committee can work
2 on building it into the budget process parameters for FY14.
3

4 **VIII. Downtown Jail Update**

5 Mr. Reinhart reported that all the projects have been completed at the Sheriff's office/Correctional
6 Facility. There are no more apparent leaks in the building after the recent rains. Additionally, Mr.
7 Reinhart included in the packet a list of improvements to the downtown jail that were considered last
8 year but not funded due the lack of money and/or time. Mr. Hartke commented that areas that were
9 painted have improved the appearance of the jail. The indoor recreation room has loose tiles that can
10 be thrown and makes the room unusable. If there could be a solution to the limited daylight, Mr. Hartke
11 thought the population character could improve. Mr. James inquired about the locks. Mr. Reinhart
12 answered that the locks have been purchased, and staff is retrofitting them as time allows. Mr. Reinhart
13 will talk to the Sheriff to prioritize the remaining four items.
14

15 **IX. Courthouse Exterior**

16 Mr. Reinhart reminded the Committee that money was budgeted for 2013 to tuck point and waterproof
17 the exterior of the Courthouse. Funds were set aside to make sure the courthouse will not deteriorate
18 as it has it the past. He will inspect the exterior and make a recommendation at next month's meeting as
19 to the necessity of bidding the job this year or in 2014.
20

21 **X. Other Business**

22 Mr. Rosales noted that Ms. Petrie had mentioned 60 free labor hours annually are provided by the East
23 Central Illinois Economic Development District to Champaign County at the last meeting. Perhaps that
24 time could be used for research and grant writing. Ms. Busey conversed with Cameron Moore, CEO of
25 Champaign County Regional Planning Commission, and found that program may be used if we found a
26 specific project to pursue. Mr. Hartke volunteered to explore the various available grant options and
27 assistance in grant writing.
28

29 **XI. Chair's Report**

30 Mr. James appreciated all the participation. He reminded the Committee to keep in mind that the
31 County has limited resources.
32

33 **XII. Adjournment**

34 There being no further business, Mr. James adjourned the meeting at 7:12 p.m.
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**Champaign County Board Facilities Committee
Special Meeting
County of Champaign, Urbana, Illinois**

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MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, February 20, 2013
TIME: 5:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E Washington, Urbana, IL 61802

Committee Members

| Present | Absent |
|--------------------------------|--------|
| Stan James (Chair) | |
| James Quisenberry (Vice Chair) | |
| Josh Hartke | |
| Jeff Kibler | |
| Gary Maxwell | |
| Giraldo Rosales | |
| Rachel Schwartz | |

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County Staff: Alan Reinhart (Director of Facilities), Deb Busey (County Administrator), Beth Brunk (Recording Secretary)

Others Present: Dr. Alan Kalmanoff (ILPP), John Jay & Patsi Petrie (Champaign Co Board)

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MINUTES

I. Call to Order

Committee Chair James called the meeting to order at 5:36 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda

MOTION by Mr. Kibler to approve the agenda as distributed; seconded by Mr. Rosales. Upon vote, **the MOTION CARRIED unanimously.**

IV. Public Participation

None

V. Discussion of Institute of Law & Policy Planning (ILPP) Study

Dr. Kalmanoff, consultant for ILPP, explained that the process is too early to report on findings or recommendations. He has made some general observations but does not yet know where they will lead in a strategic plan for Champaign County. The first is that the two jails are not being maintained adequately. One person should not be responsible for maintenance but rather a system. Secondly, two buildings do not make sense as they replicate services. Thirdly, County jails do not provide services from social workers, healthcare workers, child protective custody workers, pretrial service agency, etc. for those people entering the criminal justice system. Finally, the County has plenty of real estate. The

1 community is rich in resources and assets – most of which do not appear to be utilized in the jail. Many
2 people are unaware of the need to have social/health services for the inmates to change their character.
3 The ILPP study will be examining building structures, jail operations, costs and attitudes about crime and
4 punishment. It will also provide a recommendation for a maintenance system.
5

6 Dr. Kalmanoff felt that it was a crucial finding that the County jails are not overcrowded. Even
7 categorical overcrowding of a specific group was not in evidence. This area has a very cold climate so
8 heating costs would have to be considered if creating an inexpensive space for certain kinds of criminal
9 justice and correction functions like a day reporting center. Dr. Kalmanoff explained that there is a
10 classification system through risk assessment used to determine the level of security housing needed for
11 an inmate. This state-of-the-art system is very important to the ILPP study as enough factors can be
12 accumulated and assigned points to validate what is predictive.
13

14 In an effort to understand supervision in jails, Dr. Kalmanoff described the traditional jail configuration –
15 a linear design like a telephone pole (large central corridor) with cross members (hallways that house
16 double-loaded cells). This linear intermittent surveillance facility is mostly controlled by the inmates –
17 con-bosses control their respective hallways. Unfortunately, correction staff must lean on a con-boss
18 system to help them control the facility. The new generation jail is podular in design – the cells are all
19 around a circle with the correctional officer at the center. Staff can control the inmates by direct
20 supervision by being able to see in every cell anytime they want. If a prisoner does not cooperate, their
21 kitchen and cable TV privileges are revoked. The direct supervision model is recommended by the
22 National Institute of Corrections.
23

24 While there are unfilled beds in the County jails, new beds may be advisable due to the intensive
25 supervision necessary in some locations. Some outlying buildings could be repurposed to be a low-staff
26 operation like a day reporting center staffed by a single probation officer or a drunk drivers' motel run by
27 a single on-contract retired correctional officer who lives there. Dr. Kalmanoff is not making any
28 recommendations at this time but is assembling information, alternatives and options. At the end of the
29 study, ILPP will provide some facility scenarios with pros/cons, costs and impacts for each. The costs will
30 not be precise – order of magnitude costs.
31

32 The County is paying ILPP \$119,000 for this study. Ms. Busey stated that the purpose of Dr. Kalmanoff's
33 visit to the County Board tomorrow was to allow the 22 County Board members access to the consultant
34 for questions and to get an update. The final study is due at the end of May.
35

36 Dr. Kalmanoff suggested that public meetings should be held to discuss what is the purpose and value of
37 having a jail. This dialogue would help him with the study. He would not be organizing them but would
38 like to attend them if given 2 weeks advanced notice. Mr. James thought that the Community Justice
39 Task Force may be the appropriate group to organize the public meetings.
40

41 VI. Adjournment

42 **MOTION** by Mr. Kibler to adjourn the meeting; seconded by Mr. Quisenberry. Upon vote, **the MOTION CARRIED**
43 **unanimously**. Mr. James adjourned the meeting at 6:56 p.m.
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46



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE
MANAGEMENT SERVICES*

Deb Busey, County Administrator

MEMORANDUM

TO: Stan James, Chair – and Members of the County Facilities Committee

FROM: Deb Busey, County Administrator

DATE: February 15, 2013

RE: Recommendation for Funding Roof Replacement Projects

ISSUE:

Champaign County does not have a formal Capital Improvement Plan. The County Facilities Committee is initiating the development of such a plan, and has received from the Facilities Director planning documentation for the timely replacement of roofing systems for all county facilities. This Memorandum is to provide the County Facilities Committee with alternatives for recommended funding options to initiate a Capital Improvement Plan for the County's facility roofing systems.

ANALYSIS:

The facility roofing systems identified in the Roof Replacement Plan can be funded by four different funds.

- There is a balance of approximately \$830,000 in the Courts Construction Fund, which means facility issues related to the courthouse facility can be funded from that source, until those funds are depleted.
- The Nursing Home Fund will assume responsibility for the replacement of the roof for that facility.
- Highway Funds will assume responsibility for the replacement of the roofs on the Highway Fleet Maintenance Facility and Highway Salt Dome, with the exception that 33% of the Highway Fleet Maintenance Facility is funded through the General Corporate Fund, due to the use of the facility for the fleet maintenance of county vehicles that are not Highway vehicles.
- All remaining roofing systems for county facilities are funded by the General Corporate Fund.

Following are four different options/approaches to provide the funding for the timely replacement of roofing systems which are the responsibility of the General Corporate Fund.

OPTION A:

Amortize the cost of replacement of all roofing systems over the remainder life of the current systems, so that adequate funds are available for the replacement during the year in which the roof will be replaced. For the roof that will be replaced in FY2014 – the full amount will be budgeted in FY2014; for the roof that will be replaced in FY2041 – 1/27th of the actual replacement cost will be appropriated in FY2014 to be reserved for the replacement of that roof in 27 years. To accomplish Option A, the 5-year funding model for the General Corporate Fund will be:

| FY2014 | FY2015 | FY2016 | FY2017 | FY2018 |
|---------------|---------------|---------------|---------------|---------------|
| \$624,711 | \$469,098 | \$291,412 | \$160,853 | \$136,138 |

OPTION B:

To eliminate the significant increase in FY2014 required by Option A, Option B anticipates providing funding only for the roofs that need to be replaced in FY2014, and then beginning the full amortized replacement of all roofs in FY2015. The 5-year funding model for Option B is as follows:

| FY2014 | FY2015 | FY2016 | FY2017 | FY2018 |
|---------------|---------------|---------------|---------------|---------------|
| \$164,498 | \$728,990 | \$355,496 | \$180,035 | \$144,087 |

OPTION C:

Because Options A & B both create significant funding/budgeting spikes – in either FY2014 or FY2015, Option C looks at roofs that need to be replaced in FY2014, FY2015 and FY2016 for which there are no previous reserves or set-asides to fund the projects. With this option, we budget only for the roofs that need to be replaced in each of those 3 years, and then begin the amortized replacement of future roofing systems in FY2017. The 5-year funding model for this Option is:

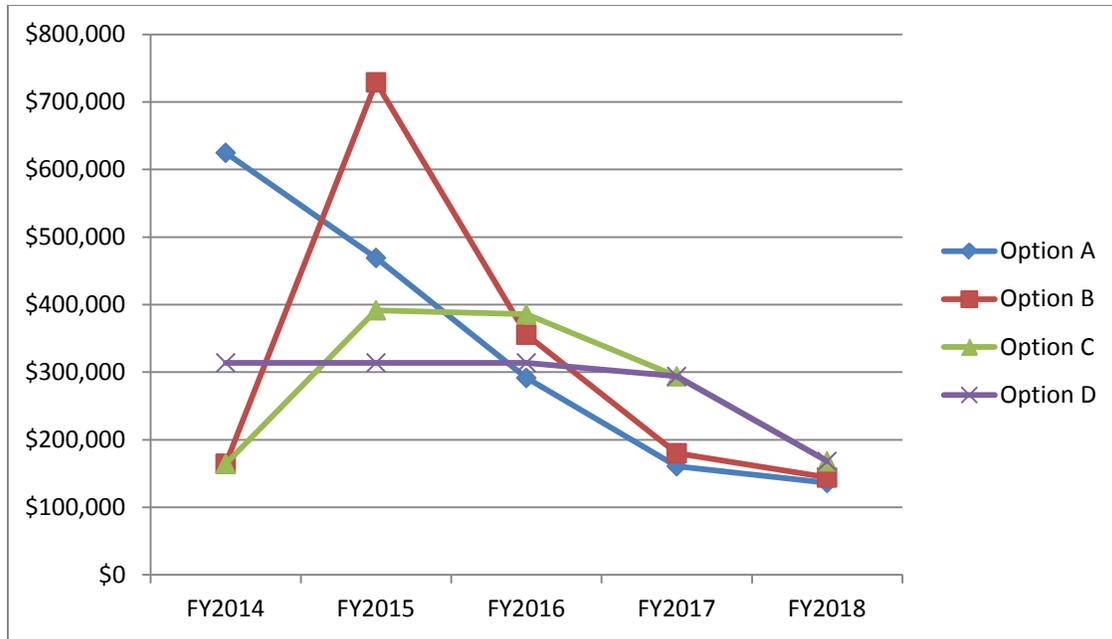
| FY2014 | FY2015 | FY2016 | FY2017 | FY2018 |
|---------------|---------------|---------------|---------------|---------------|
| \$164,498 | \$391,616 | \$385,609 | \$293,841 | \$168,022 |

OPTION D:

This final Option builds off of Option C, wherein we budget only for roofs that need to be replaced in FY2014, FY2015 and FY2016 – but equalize the cost of those replacements over that three year period – again to avoid spiking in budgeting requirements. As with Option C, we would then begin the fully amortized budgeting for the replacement of all roofing systems in FY2017. The 5-year funding model for this Option is:

| FY2014 | FY2015 | FY2016 | FY2017 | FY2018 |
|---------------|---------------|---------------|---------------|---------------|
| \$313,908 | \$313,908 | \$313,908 | \$293,841 | \$168,022 |

An overview of these four funding models follows:



RECOMMENDATION:

From the above options, the funding model with the least volatility in budgeting is Option D. It accomplishes roof replacements that must be made in the next three fiscal years, and then begins amortized funding for all future roof replacements after that – at only a slightly higher ending annual cost in FY2017 and beyond (approximately \$30,000 annually) than if we began the full amortization schedule in FY2014. For these reasons, I recommend Option D as the funding model for the replacement of the County roofing systems paid for by the General Corporate Fund.

For your information, also attached to this Memorandum is the summary of funding for all four funds affected by roof replacement, under the funding options outlined here for the General Corporate Fund.

REQUESTED ACTION:

The County Facilities Committee recommends to the Finance Committee that direction be given in the preparation of the FY2014 budget, that \$313,908 be budgeted in the General Corporate Fund as a Transfer to the Capital Asset Replacement Fund Facilities Budget to provide initial funding for a County Capital Improvement Plan, specifically for the replacement of roofing systems.

Thank you for your consideration of this recommendation. I will be at your meeting on March 5th to further discuss this information with you.

attachment

| <i>OPTION A - Full Funding of Annual Reserve for All Roof Projects</i> | Continuing Annual Reserve if Fully Funded | FY2014 Required Annual Fund Reserve | FY2015 Required Annual Fund Reserve | FY2016 Required Annual Fund Reserve | FY2017 Required Annual Fund Reserve | FY2018 Required Annual Fund Reserve |
|--|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Total Annual Reserve Funds | \$186,494 | \$776,762 | \$621,148 | \$429,916 | \$287,335 | \$262,620 |
| <i>Total Annual Reserve for Courthouse Construction Fund</i> | \$26,699 | \$68,269 | \$68,269 | \$54,723 | \$54,723 | \$54,723 |
| <i>Total Annual Reserve for General Corporate Fund</i> | \$106,795 | \$624,711 | \$469,098 | \$291,412 | \$160,853 | \$136,138 |
| <i>Total Annual Reserve for Highway Fund</i> | \$18,394 | \$32,890 | \$32,890 | \$32,890 | \$20,868 | \$20,868 |
| <i>Total Annual Reserve for Nursing Home Fund</i> | \$34,606 | \$50,891 | \$50,891 | \$50,891 | \$50,891 | \$50,891 |

| <i>OPTION B - No Future Reserve in FY2014 - Budget only For Projects to Be Completed in FY2014 - Then Begin Amortized Reserve for All Projects in FY2015</i> | Continuing Annual Reserve if Fully Funded | FY2014 Required Annual Fund Reserve | FY2015 Required Annual Fund Reserve | FY2016 Required Annual Fund Reserve | FY2017 Required Annual Fund Reserve | FY2018 Required Annual Fund Reserve |
|--|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Total Annual Reserve Funds | \$186,494 | \$164,498 | \$920,695 | \$511,079 | \$316,917 | \$280,969 |
| <i>Total Annual Reserve for Courthouse Construction Fund</i> | \$26,699 | \$0 | \$95,877 | \$59,755 | \$59,755 | \$59,755 |
| <i>Total Annual Reserve for General Corporate Fund</i> | \$106,795 | \$164,498 | \$728,990 | \$355,496 | \$180,035 | \$144,087 |
| <i>Total Annual Reserve for Highway Fund</i> | \$18,394 | \$0 | \$41,757 | \$41,757 | \$23,055 | \$23,055 |
| <i>Total Annual Reserve for Nursing Home Fund</i> | \$34,606 | \$0 | \$54,072 | \$54,072 | \$54,072 | \$54,072 |

| <i>OPTION C- No Future Reserve in FY2014 -FY2016 - Budget only For Projects to Be Completed in Those Years - Then Begin Amortized Reserve for All Projects in FY2017</i> | Continuing Annual Reserve if Fully Funded | FY2014 Required Annual Fund Reserve | FY2015 Required Annual Fund Reserve | FY2016 Required Annual Fund Reserve | FY2017 Required Annual Fund Reserve | FY2018 Required Annual Fund Reserve |
|--|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Total Annual Reserve Funds | \$186,494 | \$164,498 | \$436,769 | \$425,684 | \$457,573 | \$331,754 |
| <i>Total Annual Reserve for Courthouse Construction Fund</i> | \$26,699 | \$0 | \$45,153 | \$0 | \$76,860 | \$76,860 |
| <i>Total Annual Reserve for General Corporate Fund</i> | \$106,795 | \$164,498 | \$391,616 | \$385,609 | \$293,841 | \$168,022 |
| <i>Total Annual Reserve for Highway Fund</i> | \$18,394 | \$0 | \$0 | \$40,075 | \$25,075 | \$25,075 |
| <i>Total Annual Reserve for Nursing Home Fund</i> | \$34,606 | \$0 | \$0 | \$0 | \$61,797 | \$61,797 |

| <i>OPTION D - Equalize Cost of Projects to be Completed in FY2014- FY2016 - Begin Amortized Reserve for All Projects in FY2017</i> | Continuing Annual Reserve if Fully Funded | FY2014 Required Annual Fund Reserve | FY2015 Required Annual Fund Reserve | FY2016 Required Annual Fund Reserve | FY2017 Required Annual Fund Reserve | FY2018 Required Annual Fund Reserve |
|--|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Total Annual Reserve Funds | \$186,494 | \$342,317 | \$342,317 | \$342,317 | \$457,573 | \$331,754 |
| <i>Total Annual Reserve for Courthouse Construction Fund</i> | \$26,699 | \$15,051 | \$15,051 | \$15,051 | \$76,860 | \$76,860 |
| <i>Total Annual Reserve for General Corporate Fund</i> | \$106,795 | \$313,908 | \$313,908 | \$313,908 | \$293,841 | \$168,022 |
| <i>Total Annual Reserve for Highway Fund</i> | \$18,394 | \$13,358 | \$13,358 | \$13,358 | \$25,075 | \$25,075 |
| <i>Total Annual Reserve for Nursing Home Fund</i> | \$34,606 | \$0 | \$0 | \$0 | \$61,797 | \$61,797 |

CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES



Alan Reinhart, Facilities Director

MEMORANDUM

TO: Stan James, Chair
Members of the County Facilities Committee

FROM: Alan Reinhart, Facilities Director

DATE: February 25, 2013

RE: Courthouse Exterior Maintenance Recommendation

The Courthouse building is considered one structure, but the exterior must be looked at from two different perspectives – the older portion and the newer addition. The exterior envelope, although it all appears to be made of the same type of stone and brick, uses different types of products and procedures during the construction and the remediation.

HISTORY:

COURTHOUSE ADDITION

The Courthouse addition was completed in spring of 2002. At that time a one-year warranty was issued by the masonry contractor from May 2002 to May 2003 for the exterior masonry work. The project specifications required final cleaning of all exterior masonry with a final application of water repellent following typical industry standards.

“OLD” COURTHOUSE

The original Courthouse Masonry Stabilization and Restoration were completed in the fall of 2010. With the age of the existing structure and the type of stone that was used, the specifications were designed to use different products and procedures than to follow the current industry standard for new buildings. For all tuck pointing and stone replacement, a specific type of lime putty mortar was chosen for this project. After all the stone replacement and tuck pointing were completed, a stone consolidator was applied – Conservare H100 Consolidation Treatment manufactured by Prosoco. Following the curing process of the consolidator, a water repellent was applied – SureKlean Weatherseal SL100 Water Repellent manufactured by Prosoco. A multi-year limited warranty, 8/20/10 to 12/6/19, was issued for the SL100 water repellent.

ENTRY SCREEN WALL

The entry screen wall in front of the Courthouse addition entry was showing efflorescence and starting to show signs of premature failure in 2009, while the Masonry Stabilization and Restoration project was underway. The general contractor working on the restoration project was issued a change order to repair the brick, tuck point the screen wall, re-caulk the stone coping and apply water repellant. This work was warranted for one year.

ANALYSIS:

After studying of the exterior brick and stone work of the two sections of the Courthouse, most of the maintenance work needs to be concentrated on the south and west side of the “old” Courthouse building. During the restoration, several large sections of brick were removed and replaced on the south section of the building. Remedial anchors were used on all parts of the building to assist with holding the brick and stone to the sub-structure. The small areas that need pointing are the ones that were removed and repaired during this process. It is possible that in the last 3 years, due to the softness of the lime putty mortar, settling has occurred and pointing is all that is needed. It is also possible that there is movement of the structure that is causing this problem. There is also some spalling of the stone joint “roping” sections that need to be addressed around the entire “old” Courthouse structure. Regardless of the cause of the problem, the sooner these issues are addressed, the less water will infiltrate the build envelope which will cause this problem to escalate.

The Courthouse addition and the entry screen wall are not showing premature signs of failure, but should be cleaned, caulking joints checked and a new coat of water repellant applied.

RECOMENDATON:

The FY2013 budget for capital projects is \$125,000 for scheduled exterior maintenance of the Courthouse. I recommend the County Facilities Committee issue an RFP for the cleaning, tuck pointing and water repellant for the exterior of the “old” part of the Courthouse and the cleaning, caulking and water repellant for the addition.

With the complication of the premature failure on the south side of the “old” Courthouse and the existing warranty for the SL 100 Water Repellant, I further recommend that the Architect of Record for the restoration project, either White and Borgognoni Architects or IGW Inc. should be used as consultants.

CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES



Alan Reinhart, Facilities Director

MEMORANDUM

TO: Stan James, Chair
Members of the County Facilities Committee

FROM: Alan Reinhart, Facilities Director

DATE: February 25, 2013

RE: Public Sector Energy Programs

I have been following the Public Sector Energy Efficiency Programs through the Department of Commerce & Economic Opportunity (DCEO) website on a monthly basis and receiving their quarterly newsletter and frequent update notices. This program was started in 2011 and focused on natural gas incentives. When the program started, the incentive was based on a flat rate. They have since revised the incentive to lower the amount of work that has to be completed and more than doubled the maximum incentive allowed. The following information is a brief overview and history of one of their programs that I have been working on for the last year.

PUBLIC SECTOR ENERGY EFFICIENCY PROGRAM 2011-2012 **Electric and Natural Gas**

Natural Gas Boiler Tune-Up Program

DCEO administers the energy efficiency rebates targeted at the Public Sector through its Illinois Energy Now Program.

- Application period September 1st, 2011 through February 29th, 2012
- Heat Source Must be Natural Gas
- Cash incentives for natural gas boilers >200,000 Btuh
 - Tune up by “qualified contractor”
 - Incentive value of High/Low fire(\$300) or Fully Modulation (\$600)
 - No previous tune-up within last 24 months
- Steam Traps
 - Tune up by “qualified contractor”
 - Traps must be failed open and verified
 - \$60 per individual steam trap
 - No previous scheduled maintenance within last 24 months
- Pipe insulation
 - Installation/repair by “qualified contractor”

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- Must be missing /defective insulation (not for new)
- Documentation must be provided by the contractor
- Incentive based on size of insulation and length of pipes

In January 2012, I hired Reliable Mechanical Co. to perform the initial survey and combustion analysis for our qualifying boilers that are >200,000 Btuh. All boilers that qualified are the Fully Modulating type and were eligible for the \$600 incentive. The following boilers were included:

- Courthouse – 2 boilers
- Sheriff’s Office – 2 boilers
- Adult Detention Center – 2 boilers
- ILEAS – 1 boiler

The total fee for the initial survey performed by Reliable Mechanical Co. was \$2,937.50.

One of the major requirements of this program is a combustion analysis with an efficiency rating prior to the tune up and a second one following the tune-up to measure the increase in efficiency of each boiler. The typical efficiency rating of these type and size of boilers when installed new and set up by a factory authorized technician is 80 to 82% efficient. The following are the efficiency ratings extracted from the documents submitted by Reliable Mechanical Co. during the initial survey:

- ILEAS 79 to 73%
- Courthouse-west 81 to 79%
- Courthouse-east 80 to 81%
- Sheriff’s - #1 85 to 84%
- Sheriff’s - #2 86 to 84%
- ADC - #1 76 to 74%
- ADC - #2 84 to 76%

Along with the initial survey information and documentation Reliable Mechanical Co. submitted a proposal to perform the required maintenance and combustion analysis work following the requirements of the incentive program. The total cost of their proposal was \$17,253.00. Considering the existing efficiency ratings, the cost of the required work and the amount of incentive that would be received, I did not request that we apply for this grant at that time.

PUBLIC SECTOR ENERGY EFFICIENCY PROGRAM 2012-2013

Double-up Natural Gas

Natural Gas Boiler Tune-Up Program

- Application period January 1st, 2013 through May 15th, 2013
- Heat Source Must be Natural Gas
- Cash incentives for natural gas boilers >200,000 Btuh
 - Tune up by “qualified contractor”
 - Incentive is available once in a 36 month period
 - Incentive award = \$0.75/kBtuh (up to \$1,500)
- Steam traps
- Pipe insulation
- BOILER RESET CONTROLS (new)

- PARALLEL POSITIONING CONTROLS SYSTEM (new)

Along with the revision of the Boiler Tune-up program, two new opportunities have been added: the Reset Controls and Parallel Positioning Control System. I have not had an opportunity to investigate these programs so far, but will do so in a timely manner.

With the revisions to the Natural Gas program, I requested that Reliable Mechanical Co. resubmit a proposal following the new guidelines. The total cost of tune-up for all of the qualifying boilers is \$9,265.00. With four of the seven boilers running at or close to the designed efficiency, I do not recommend that they need to be tuned-up. The boilers at the Adult Detention Center and ILEAS should be considered a good prospect for this program. The total cost to have Reliable Mechanical Co. perform the combustion analysis, adjustment of combustion, inspections and completion of DCEO paper work for these three boilers is \$4,085.00.

This particular program does not require a pre-approval by DCEO and with the previous work completed we can complete this work before the expiration date May 15th, 2013. The cost to have the analysis completed will be paid for from the respective building Repair & Maintenance line items. When the work is completed I will submit the required documentation to the DCEO. If the incentive is approved and we are awarded the funds, I will ask for these funds to be placed back into the appropriate R&M line items.

The total investment for this program by the County will be \$5,022.50. The total incentive cannot exceed 75% of the total project cost; therefore the maximum incentive the County can receive will be \$3,766.00. The County will have invested \$1,256.50 and this amount should be recovered within six months from the saving in the natural gas usage.

REQUESTED ACTION:

The County Facilities Committee recommends to the Finance Committee the approval to apply for the PUBLIC SECTOR ENERGY EFFICIENCY PROGRAM 2012-2013, Double-up Natural Gas program.