



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE**
County of Champaign, Urbana, Illinois
Tuesday, January 6, 2015 6:30 pm

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

Committee Members:

Gary Maxwell - Chair
Giraldo Rosales – Vice-Chair
Jack Anderson
Josh Hartke

Jeff Kibler
James Quisenberry
Rachel Schwartz

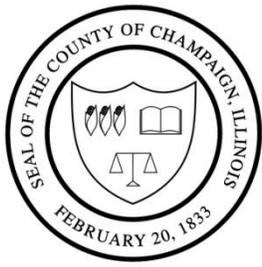
Facility Tour: Sheriff's Office and Downtown Jail, 204 E. Main Street, Urbana - 5:15 pm – Meet at the Brookens Administrative Center Parking Lot. We will car pool to the Sheriff's Office in downtown Urbana. Tour will start at approximately 5:30 pm.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes
 - A. Facilities Committee Meeting – November 6, 2014
- V. Public Participation
- VI. Communications
- VII. Presentation by Mary "Tief" Tiefenbrunn, Executive Director of the Humane Society
- VIII. Facilities Director's Report
 - A. Update on ITB 2014-008 Installation of Boilers, Air Handlers, and Digital Controls at Brookens Administrative Center
 - B. Update on the Brookens Administrative Center Mechanical Controls Project
 - C. Update on the IT Services Back-up Generator Project at Brookens
 - D. Final Update on Courthouse Clock Tower LED Lighting Replacement
 - E. Update on Illinois Green Business Association Project
 - F. Update on Gorski Reifsteck Presentation at the Tuesday, February 3, 2015 Facilities Committee Meeting
- IX. Other Business
- X. Chair's Report
 - A. Future Meeting – Tuesday, February 2, 2015 at 6:30 pm
 - B. Tour of the Satellite at 5:15 pm Prior to the February 2 Facilities Committee Meeting
 - C. Development of a Strategic Plan for Facilities
- XI. Designation of Items to be Placed on the Consent Agenda
- XII. 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, November 6, 2014
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: Dana Brenner (Facilities Director); Deb Busey (County Administrator); Van Anderson (Deputy County Administrator of Finance); Linda Lane (Administrative Assistant)

Others Present: Pattsy Petrie (Champaign County Board);

MINUTES

I. Call to Order

Committee Chair James called the meeting to order at 6:00 p.m.

II. Roll Call

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

III. Approval of Agenda

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

IV. Approval of Minutes

A. October 7, 2014

MOTION by Mr. Hartke to approve the minutes of the October 7, 2014 meeting; seconded by Mr. Maxwell. Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

Ms. Busey reported that Mr. O'Connor has passed away. She gave information on when the service would be and noted that flowers were sent from the Board.

41 **VII. Request Approval for Release of the Invitation to Bid 2014-008 (ITB 2014-008) – Installation of Boilers,**
42 **Air Handlers, and Digital Controls at the Brookens Administrative Center**

43 **MOTION** by Mr. Hartke to approve release of ITB 2014-008; seconded by Mr. Maxwell. Mr. Brenner
44 explained that this is an item on the FY2015 capital asset budget, estimated at \$397,000. He said the
45 boilers are about ready to go and don't know how long they will last. He said they would be taking
46 advantage of a slow time with contractors hoping to get a competitive price. Mr. Brenner said they would
47 like the work to be done over late spring and that it needs to be done by May 1, 2015. He said the May 1
48 date allows time for completion of DCEO paperwork. Mr. Brenner confirmed they had received prior
49 approval for a grant up to \$120,000. He indicated the paperwork needs to be on file in their office by May
50 8, 2015. Mr. Anderson commented that the \$120,000 is for the current project, not the boilers. Mr.
51 Brenner confirmed that and said the boilers would be \$40,000. Upon vote, the **MOTION CARRIED**
52 **unanimously.**

53 **VIII. Facilities Director's Report**

54 *A. Update on the Brookens Administrative Center Energy Efficiency Project*

55 Mr. Brenner reminded that Alpha Controls was issued a contract on August 22, 2014 to implement
56 ventilation improvements. He stated that it is designed and they anticipate having and energy savings
57 of about 27%. He noted the project is costing \$139,000 and that DCEO has given approval of up to
58 \$120,000. Mr. Brenner stated that Alpha has been at Brookens since October 1 building the wireless
59 network and starting putting controls and control cables on the air handlers. He said they plan to
60 complete the project by December 24, 2014 and hope to receive the DCEO money near the end of
61 January 2015.

62 *B. Update on the Brookens IT Generator Project*

63 Mr. Brenner said a contract with Barber & DeAtley was issued September 16. He said the cost was
64 about \$79,000 to build and install a backup power generator for IT services. He explained that all
65 computer operations and communications for the courts and Sheriff's office run through Brookens.
66 Mr. Brenner stated that GHR was hired to design the work done 10 months ago. He said they were
67 then hired to run the project and put the bid document together at a price of \$10,400. He said that
68 the contractor started running conduit in the ceilings October 1 and noted that Aladdin Electric is the
69 electrician for Barber & DeAtley. Mr. Brenner said they are hoping for completion by December 12
70 but still don't have a delivery date for the generator. He commented that the generator being located
71 in the courtyard saved quite a bit of money. He stated the generator will have to be lifted over the
72 building with a crane.

73 *C. Update on the Courthouse Water Main Issue*

74 Mr. Brenner said that on October 23 water on Elm Street was reported to the water company. He
75 stated that on Friday night, October 24, the main burst. He noted that the water company claimed it
76 was part of the fire suppression system, which would be the County's responsibility. Mr. Brenner said
77 that he had Cross Construction start digging on October 25, and after several hours they found the
78 issue to be the valve, which is the water company's responsibility. He said they also found another
79 leak in the main water line which has been fixed, but a sanitary line was crushed in the process. Mr.
80 Brenner said the water company also had to replace a lot of the street.

81 Mr. Brenner continued by reporting there was a small fire at the courthouse on October 29. He said it
82 was caused when an elevator motor tripped, which took out a main breaker to the whole building.
83 Mr. Brenner said there was no damage from smoke or the fire, other than to the motor. He said the
84 motor has been replaced and the elevator is working again. Mr. Quisenberry asked who put the fire
85 out. Mr. Brenner replied that a court security officer did.

86 *D. Update on FY2014 Facility Budget*

87 Mr. Brenner said he felt they did a good job with the budget this year considering the number of
88 challenges they faced. He said they were still short and requested a budget amendment for \$37,000.
89 He noted there is a mold and bacteria issue at the satellite jail in the kitchen and showers. Mr.

90 Brenner said the cost would be split with the Sheriff's office with us doing the showers and them
91 doing the kitchen. He said that ServiceMaster was about \$22,000 to clean the showers. Mr. Brenner
92 said that OEHS is testing mold and bacteria on the floors and in the air. He said Sani-Glaze was the
93 company hired to fix the problem. He also commented that the compressor at the courthouse going
94 out over the summer was an unexpected expense of \$27,000. He said they were able to absorb much
95 of that in within the budget, but there aren't enough funds to take of the rest of the year without the
96 budget amendment.

97 Mr. James asked if the mold would be monitored or re-checked in 30-60 days. Mr. Brenner said they
98 are working with the kitchen contractor to come up with better process of checking the cleaning, and
99 said they will do the same with the showers. He said they will probably hire OEHS to come back in six
100 months to do some test samples. Mr. James suggested that when the work is done that the Sheriff
101 has a staff person check it every three months. Mr. Brenner noted that the Sheriff has re-arranged
102 some corrections staff which hopefully will help with the issue.

103 Ms. Schwartz asked if the money would be coming from general corp. Ms. Busey said it is a budget
104 amendment so it is a request for additional expenditure authority in the FY2014 budget which means
105 it comes from fund balance. Ms. Schwartz asked if the money was already spent. Ms. Busey replied
106 that they tried as long as they could to work within the budget, but it became apparent that the
107 amendment was needed to get through the end of the year.

108 Mr. Brenner provided a handout showing the actual projects done this year compared to what was
109 approved last year. He noted the cost of \$603,000 is over fund balance availability they have already
110 received \$20,900 DCEO award money and are expecting \$120,000 no later than mid-February.

111 *E. Update on Illinois Green Business Association Certification Process*

112 Mr. Brenner reported that the Illinois Green Business committee met in September and that they
113 have meetings scheduled every two weeks in order to get done by the end of the year.

114 **IX. Other Business**

115 Mr. Hartke recognized Mr. James for his work as chair of the committee, stating that he was open and
116 fair and that he will be missed.

117 **X. Chair's Report**

118 Mr. James stated that he has enjoyed his time on the committee and recognized the efforts of fellow
119 committee members. He also thanked all the support and administrative staff. He hopes that whoever is
120 on the committee sees that emergencies happen, they need the funds, and they need to update things as
121 they are getting older. Mr. James said he has learned a lot and will miss it.

122 Mr. Rosales entered at 6:28 pm.

123 **XI. Designation of Items to be Placed on the Consent Agenda**

124 Mr. James stated that no items are to be placed on the consent agenda.

125 **XII. Adjournment**

126 There being no further business, Mr. James adjourned the meeting at 6:30 p.m.