



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE AGENDA**
County of Champaign, Urbana, Illinois
Wednesday, August 11, 2021 at 6:30
Shields-Carter Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana, IL 61802

Committee Members:

Steve Summers – Chair Jenny Lokshin
Stan Harper – Vice Chair Emily Rodriguez
Jim Goss Leah Taylor
Jordan Humphrey Jodi Wolken

Agenda

Page #

- I. Call to Order and Roll Call
- II. Approval of Agenda/Addenda
- III. Approval of Minutes – June 8, 2021 **1-3**
- IV. Public Participation
- V. Communications
- VI. New Business
 - A. Sheriff’s Office/Downtown Jail and Satellite Jail Discussion
 - B. FY2022 Lease Revenue Discussion (Attached) **4-11**
- VII. Other Business
- VIII. Presiding Officer’s Report
 - A. Future Meeting – **Tuesday, September 7, 2021**
@ 6:30pm
- IX. Designation of Items to be Placed on the Consent Agenda
- X. Adjournment

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue.

Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE
County of Champaign, Urbana, Illinois**

MINUTES – Pending approval

DATE: Tuesday June 8, 2021
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

Committee Members

Present: Steve Summers, Jodi Wolken, Emily Rodriguez, Jordan Humphrey, Leah Taylor, Jenny Lokshin, Stan Harper, Jim Goss.

Absent: None.

County Staff: Dana Brenner (Facilities Director), Dan Busey (Recording Clerk)

Others Present: Jim Gleason and Richard Van Note (GHR Engineering), Karla Smalley and Todd Higginbotham (Bailey Edward Architecture),

Agenda

- I. Call to Order and Roll Call**
Committee Chair Summers called the meeting to order at 6:30 P.M.

- II. Approval of Agenda/Addenda**
Moved by Mr. Goss to approve the agenda; seconded by Ms. Wolken Upon Roll Call Vote, the **Motion Carried Unanimously.**

- III. Approval of Minutes – May 4, 2021**
Moved by Mr. Taylor to approve the minutes from May 4, 2021; seconded by Mr. Harper Upon Roll Call Vote, the **Motion Carried Unanimously.**

- IV. Public Participation**
None.

- V. Communications**
None.

- VI. New Business**
 - A. Discussion and Approval of Contract Award for Hail Damaged HVAC Equipment. Mr. Brenner explained ITB#2021-004 Hail Damaged HVAC Equipment – This is for HVAC work associated with the Courthouse, JDC, and Brookens. Insurance is covering most of the expense, except for Hail Guards, which were included in this project. Bids were opened on Friday, June 4, 2021 at 1:00pm. We had three vendors submit bids: United Mechanical, Helm Service, and A & R Mechanical. Helm Service was the low bidder at

\$453,372.00. Jim Gleason a Richard Van Note of GHR Engineering, are present to discuss the project and our bid opening. Mr. Gleason explained the scope of the work and the bid process. **Moved** by Mr. Humphrey to approve the contract of ITB2021-004 to Helm Service; seconded by Ms. Taylor, upon voice vote, the **Motion Carried Unanimously**.

- B. Discussion and Approval of Contract Award for Courthouse Asphalt Shingle Bid Documents. Mr. Van Note and Ms. Smalley, Bailey Edward Architecture, explained the extent of the work and the bid process. ITB@2021-002 Courthouse Asphalt Shingle Replacement Project. Again, insurance is covering most of the project expense. Bids were opened on Friday, June 4, 2021 at 2:00pm. We received two bids. Knickerbocker Roofing was the low bidder at \$337,400.00. Ms. Lokshin inquired if it was any concern that Knickerbocker Roofing did not do a walk through. Mr. Brenner explained the awareness that Knickerbocker has to the height and safety requirements of what the job entails. Mr. Summers stated that he spoke with local trades people and they expressed confidence in Knickerbocker Roofing as a company. **Moved** by Mr. Goss to approve the contract of ITB2021-002 to Knickerbocker Roofing; seconded by Ms. Rodriguez, upon voice vote, the **Motion Carried Unanimously**.

- C. Discussion of Approval of Contract Award for Satellite Jail HVAC Project Bid Documents. Mr. Gleason, GHR Engineering, once again explained the project and bid process. ITB#2021-003 Satellite Jail HAVAC Replacement Project. This project is being funded through our Capital Asset Fund and a portion of insurance dollars. Bids were opened on Friday, June 4, 2021 at 3:00pm. We had five bidders and one control vender, who was specified in the bid documents. The bidders include United Mechanical, Reliable Plumbing, Helm Service, Davis Houk Mechanical, and A & R Mechanical. Davis Houk was the low bidder at \$1,439,750.00. Mr. Brenner noted the AMEREN Energy grant will be around \$120,000 and the efficiency of the upgrade. **Moved** by Mr. Harper to approve the contract of ITB2021-003 to Davis Houk; seconded by Mr. Humphrey, upon voice vote, the **Motion Carried Unanimously**.

- D. Discussion and Approval of Lease Agreement with the Army Corp of Engineers for Land, located on the County's East Campus. Mr. Brenner explained This new lease is retro active beginning April 1, 2020 through March 31, 2025. The annual lease amount has increased by CPI from \$42,600.00 to \$44,730.00 for each year of this new agreement. All other aspects of the new lease remain the same from the previous five-year lease agreement. **Moved** by Ms. Lokshin to approve the Lease Agreement with the Army Corp of Engineers for Land, located on the County's East Campus; seconded by Ms. Wolken, upon voice vote, the **Motion Carried Unanimously**.

- E. Discussion and Approval of County Highway's Salt Dome & Salt Brine Asphalt Shingles and Brookens POD's #300 & #400 EPDM Roof Membranes Replacement Project Bid Documents – Bailey Edward Architecture. Todd Higgenbotham, Bailey Edward Architecture, went into detail about the approach to the project. Bids will be received on July the 9th at 2P.M. The Bid tab summary and recommendations will be taken to the full County Board on August 19th. **Moved** by Mr. Harper to approve the Bid

Documents; seconded by Mr. Goss, upon voice vote, the **Motion Carried Unanimously.**

- F. Discussion of Shields-Carter Conference Room Plaque/Dedication. A discussion of how to rededicate the room ensued. The consensus was to have a similar dedication for Mr. Carter as Mr. Shields is currently represented.

VII. Other Business

Chris Smith, Building and Grounds Manager, informed the committee that through communications with OEO Energy Solutions and AMEREN that the county has received 5,000 T8 ballast bypass light bulbs free of charge. 150 high Bay LED complete fixtures for the Highway Dept. and various other buildings were also received. This eliminates the changing of ballasts and will also eliminate the recycling of bulbs. The only cost to the Physical Plant will be the man hours to replace the bulbs.

Board Member Harper brought to the committee's attention that Kevin Seaman, long time Physical Plant employee, passed away. The committee observed a moment of silence to pay their respects.

VIII. Presiding Officer's Report

- A. Future Meeting – **Tuesday, August 3, 2021 @ 6:30pm**

IX. Designation of Items to be Placed on the Consent Agenda VI. A, B, C, and D.

X. Adjournment

The Meeting adjourned at 7:02.

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Champaign County Lease Revenue FY2021



Dept. of Army Corps of Engineers

Acres Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
5.94		\$3,727.50	\$44,730.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	6/1/2021	5/31/2025

IL ATTORNEY GENERAL

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
2,595	\$16.48	\$3,562.99	\$42,755.86
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2020	12/31/2023

Champaign County Lease Revenue FY2021

Mental Health Board

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
1,744	\$12.96	\$1,883.72	\$22,604.70
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	4/1/2019	3/31/2023

METCAD

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
6,855	\$4.28	Annual	\$26,034.80
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$37,902.69	\$12,838.80	4/1/2002	6/30/2022

Regional Planning Commission

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
16,907	\$8.77	\$12,356.20	\$148,274.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$28,694.95	\$24,072.75	1/1/2017	12/31/2021

Champaign County Lease Revenue FY2021

Urbana Park District

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
13,832	\$3.84 x 12,957 \$5.82 x 875	Annual	\$54,848.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	6/1/2021	5/31/2026

GIS

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
995	\$5.00	Annual	\$4,975.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$1,754.57	\$1,058.60	1/1/2017	12/31/2021

Humane Society

Acres Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
3	N/A	\$583.33	\$7,000.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2016	12/31/2026

Champaign County Lease Revenue FY2021

ILEAS

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
65,912	\$7.44 x 49,309 \$2.97 x 16,603	Bi-Annual	\$416,170.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2021	12/31/2023

State's Attorney – Support Enforcement

Square Ft Leased	Cost Per Square FT	Monthly Rent	2021 Yearly Rent
1,624	\$14.99	\$2,029.00	\$24,344.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2021	12/31/2021

Total Utility Cost

\$68,352.21

Total Custodial Cost

\$37,970.15

Total Yearly Rent

\$791,736.00

Total 2021 Lease Revenue

\$860,088.21

Champaign County Lease Revenue FY2022



Dept. of Army Corps of Engineers

Acres Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
5.94	N/A	\$3,727.50	\$44,730.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	6/1/2021	5/31/2025

IL ATTORNEY GENERAL

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
2,595	\$16.85	\$3,644.17	\$43,730.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2020	12/31/2023

Champaign County Lease Revenue FY2022

Mental Health Board

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
1,744	\$13.16	\$1,912.25	\$22,947.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	4/1/2019	3/31/2023

METCAD

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
6,855	\$6.64	Annual	\$45,524.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$38,660.74	\$13,095.58	4/1/2002	6/30/2022

Regional Planning Commission

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
16,907	\$8.95	\$12,603.29	\$151,239.46
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$29,268.85	\$24,554.21	Writing New Contract	

Champaign County Lease Revenue FY2022

Urbana Park District

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
13,832	\$ 3.92 x 12,957 \$ 5.94 x 875	Annual	\$55,526.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	6/1/2021	5/31/2026

GIS

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
995	\$5.10	Annual	\$5,074.50
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
\$1,789.66	\$1,079.77	1/1/2022	12/31/2026

Humane Society

Acres Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
3	N/A	\$583.33	\$7,000.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2016	12/31/2026

Champaign County Lease Revenue FY2022

ILEAS

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
65,912	\$7.59 x 49,309 \$ 3.03 x 16,603	Bi-Annual	\$424,552.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2021	12/31/2023

State's Attorney – Support Enforcement

Square Ft Leased	Cost Per Square FT	Monthly Rent	2022 Yearly Rent
1,624	\$14.99	\$2,029.00	\$24,344.00
FY2021 Lessee Utility Cost	FY2021 Lessee Custodial Cost	From	To
None per Contract	None per Contract	1/1/2022	12/31/2022

Total Utility Cost

\$69,719.25

Total Custodial Cost

\$38,729.56

Total Yearly Rent

\$824,666.96

Total 2022 Lease Revenue

\$894,386.21