

## CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

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County Facilities Committee

October 5, 2004

Meeting Room 1, Brookens Administrative Center

MEMBERS PRESENT: Beckett, Brumback, Smith, Greenwalt,  
Crozier, Sapp

MEMBERS ABSENT: Cowart, Knott, Jay

OTHERS PRESENT: Denny Inman (County Administrator)  
Alan Reinhart (Supervisor of Maintenance)

### CALL TO ORDER

Chair Beckett called the meeting to order at 7:00 p.m. Declaring a quorum present, the chair proceeded with the meeting.

### APPROVAL OF THE AGENDA/ADDENDUM

MOTION by Brumback to approve the agenda and addendum as presented; seconded by Sapp. **Motion carried.**

### APPROVAL OF MINUTES

MOTION by Crozier to approve the minutes of September 7, 2004 as presented; seconded by Brumback. **Motion carried.**

### PUBLIC PARTICIPATION

There was no public participation

### COURTHOUSE

#### **Courthouse User Group List**

Mr. Inman stated they have added the issue of a designated smoking area to the list for discussion. There is currently no policy in place to address this issue with most people congregating outside the front entrance.

Mr. Beckett reminded the committee it is hard to enforce a policy designating a specific smoking place, there was a structure at the Courthouse and people didn't use it.

*Courthouse Cont.*

Committee consensus to seek options to this issue and report back to the committee.

**Public Defender & Jury Assembly Seating Project Update**

Mr. Reinhart stated they are moving into the final stages of this project and he estimates a date in mid November when the room will be ready to turn over to the Public Defender.

Mr. Inman stated they are still waiting for the seating to arrive for the Jury Assembly Seating Project.

**Museum Update**

Mr. Beckett stated he, Mr. Inman and Mr. Knott will be scheduling a trip to view the Lincoln space in Danville and possibly Springfield. They do not want to send out an RFP until they have viewed other locations.

**Masonry Stabilization & Restoration Project Update**

Mr. Inman stated he had hoped to have a schematic design and schematic design budget to present to the committee, under the timeline of this project he feels we will be in a position to bid between January and March 2005.

**Maintenance Inventory/Proposed Improvements Update**

Mr. Reinhart stated they have a contractor under contract to install the vinyl wall product. They are working to get a good match and plan on installing it in Courtroom L sometime in the next few weeks.

**CHAMPAIGN COUNTY NURSING HOME CONSTRUCTION PROJECT**

**Farnsworth Group invoice #79841**

**MOTION** by Smith to recommend County Board approval of invoice #79841 from Farnsworth Group in the amount of \$40,387.50 for Professional Services provided through August 27, 2004 per Agreement dated March, 2003. Pay Request is for Construction Administration Services; seconded by Brumback.  
**Motion carried.**

### **Farnsworth Group invoice #79833**

**MOTION** by Brumback to recommend County Board approval of invoice #79833 from Farnsworth Group in the amount of \$2,293.00 for Professional Services provided through August 27, 2004 per Agreement dated March, 2003. Invoice is for Reimbursable Expenses; seconded by Sapp. **Motion carried.**

### **PKD Incorporated Pay Request #20**

**MOTION** by Crozier to recommend County Board approval of Pay Request #20 from PKD Incorporated in the amount of \$34,001 for Professional Services Provided through September 20, 2004 per Agreement dated February, 2003. Pay Request is itemized as follows: \$11,542 – Staff; \$6,751 – Construction Fee; \$728 – Reimbursables; \$14,980 – General Conditions; seconded by Sapp. **Motion carried.**

### **Construction Project Update**

Mr. Inman stated he anticipates the walls for wing 3 will be in place around October 18<sup>th</sup>, and he believes the cement will be poured for the 1<sup>st</sup> half of the basement October 12<sup>th</sup> with the 2<sup>nd</sup> half shortly after. The project is moving along nicely and he anticipates he will have a mock up of the brick and finishes for the committee to review at the November meeting.

### **CHAMPAIGN COUNTY SATELLITE JAIL**

#### **Recommendation for Award of Contract for Bunk Safety Enhancement**

After the recent suicides and reviewing of the facility there was concern that a gap between the bunk and cell wall could allow an inmate to tie a noose; they contacted the bunk manufacturer and it was decided that the simple solution would be to fill the gap. There are 163 bunks and the project should take less than a month, at the same time they will be filling holes in the bottom of the bunks.

Mr. Reinhart stated this enhancement will consist of welding a pre-engineered bunk gap filler designed by the manufacturer into the space in question. It is a pre-formed sheet metal that is custom measured for each bunk.

Satellite Jail Cont.

**MOTION** by Smith to recommend County Board approval of the award of contract to Roessler Construction for the construction and installation of bunk gap filler security enhancements; seconded by Greenwalt. **Motion carried** with Becket abstaining

**BROOKENS ADMINISTRATIVE CENTER**  
**Proposed Lease – City of Urbana/Radio Tower**

Mr. Inman explained these leases are all close to expiring and the only items in each agreement that may change will be the contract period and compensation. He reminded them these agencies do not have a lot of loose money and because of that he recommends they use the CPI increase, basically just do an extension of the existing leases.

**MOTION** by Crozier to extend the lease agreements, based on CPI adjustments, between the County of Champaign and the City of Urbana Fire Department for Emergency Operations Center; the County of Champaign and the Champaign County Child Advocacy Advisory Board; and the County of Champaign and the Champaign County State's Attorney; seconded by Brumback. **Motion carried.**

**Proposed Lease – Children's Advocacy Center**

Addressed under VIII A above

**Proposed Lease – State's Attorney Office/ Support Enforcement**

Addressed under VIII A above

**Isaksen Glerum Pay Requests #11 & #12**

**MOTION** by Sapp to recommend County Board Approval of Pay Requests #11 & 12 from Isaksen Glerum in the amount of \$42,767.16 for Professional Services provided through September, 2004. Pay Request is for East Campus Master Plan Design Services; seconded by Brumback. **Motion carried.**

## CHAIR'S REPORT/ISSUES

Mr. Beckett stated he was recently informed that the Justice committee has plans to move forward with pursuing the funding for a racial disparity study. He is surprised that he has not been contacted regarding this due to the fact that County Facilities has discussed this issue in the past; he informed Mr. Betz and the committee that he does not care if Facilities is the committee to start this but he does not feel that it should come from the Justice committee. He explained that a disparity study is done to expand the opportunities Government agencies have to get minority participation on projects, by completing this study it would allow us to be more aggressive, we could seek and award contracts to minority businesses without having to follow typical bidding practices. He explained that he knows a Professor at the University of Illinois who has knowledge of these studies, he and Mr. Inman plan to meet with this gentleman so they can bring information to the Board and address the merits of the study. He explained that the cost of having an outside entity do it would be about \$50,000, through the University it could be treated as a research project which would decrease the cost for the County.

Mr. Inman stated it is his understanding that the Justice committee is going to recommend creating an RFP to hire a firm to do the work. When he and Deb checked nationally on the cost of just the RFP the starting numbers were \$10,000, he stated they are concerned because they have not identified the source of the money, they would prefer to see a more organized approach to this.

Mr. Beckett stated that in the normal budget process this was not an item that was identified.

## OTHER BUSINESS

### **Clock & Bell Tower Project Update**

Mr. Beckett stated they have continued to meet with potential donors, several major donors, and he is very optimistic.

Other Business Cont.

**CLOSED SESSION Pursuant to 5ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of any employee**

**MOTION** by Sapp to enter into Closed Session pursuant to 5ILCS 120/2 (c) to consider the employment, compensation, discipline, performance, or dismissal of any employee with the recording secretary remaining present; seconded by Brumback. **Motion carried** with a 6/0 roll call vote. Voting aye were Beckett, Brumback, Smith, Greenwalt, Crozier, Sapp. There were no nay votes.

The committee entered into closed session at 7:46 p.m.

The committee returned to open session at 8:01 p.m.

**DETERMINATION OF COMMITTEE ACTIONS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

Committee consensus to include items 6 A, B, C; and 8 A, B, C, & D on the October 21, 2004 County Board consent agenda.

**NEW BUSINESS**

**November Committee Meeting**

Committee consensus to hold the November meeting on Monday, November 1<sup>st</sup> at 5:30 p.m. in Meeting Room 1.

**ADDENDUM**

**CHAMPAIGN COUNTY NURSING HOME CONSTRUCTION PROJECT**

**Reduction in Retainage – Cross Construction**

Mr. Inman explained to the committee this is a procedure that is in practice with all of our contractors. Upon 50% completion of their work we allow them to ask through the construction manager for a reduction in retainage. They have invoiced half of their contract of which we keep 10% as a retainage, when they get to 50% completion we reduce that retainage to 2%. This is done as an incentive for satisfactory, on time work.

Addendum Cont.

**MOTION** by Crozier to recommend County Board approval of the request for reduction in retainage for Cross Construction; seconded by Smith. **Motion carried.**

### **Champaign County/Scottswood Drainage Funding**

Mr. Inman stated he received a memo from Charlie Campo from the Regional Planning Commission regarding funding for the Scottswood Drainage Project which we are currently working with other groups to complete. There is a gap between now and when the funding from the State of Illinois will be received and because we need to pay contractors and get some other work done to remain on schedule they have requested the County's help to fill the financial gap. The money they are requesting, \$100,000 will come out of the Nursing Home general construction fund and because of where we are in construction he feels we can fill that gap although he suggests the committee make a point of saying the amount is not to exceed \$100,000. The grant money is pass-through money from the Federal Government, the grant has been approved and we are just waiting to receive the money at which time the County will be repaid.

**MOTION** by Greenwalt to recommend County Board approval of the request from RPC for the County to provide interim financing, not to exceed \$100,000, to the Scottswood Drainage Improvements Project to be repaid when the drainage assessment is in place; seconded by Sapp. **Motion carried.**

### **ADJOURNMENT**

Chair Beckett declared the meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Tiffany Talbott  
Administrative Secretary

*\*Secretary's note: The minutes reflect the order of business conducted at the meeting and not necessarily the order of the agenda.*