

CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

COUNTY FACILITIES

Tuesday, January 24, 2006 - 7:00 p.m.

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

CHAIR: Steve Beckett

MEMBERS: Avery, Cowart, Hogue, James, Jay, Knott, Sapp, Weibel

AGENDA ITEM

Page Number

I CALL TO ORDER

II APPROVAL OF AGENDA/ADDENDUM

III APPROVAL OF MINUTES - January 10, 2006

1-5

IV PUBLIC PARTICIPATION

V CHAMPAIGN COUNTY NURSING HOME:

Committee & County Board Action

A. Reuse Study

1. Presentation

- a. Review/Discuss Preliminary Agency Needs
- b. Review/Discuss Existing Site/Building Conditions
- c. Review/Discuss Site/Building Concept Alternative

2. Appointment of County Nursing Home Project Team

- a. Beckett (Chair), Wysocki (Ex Officio), Cowart, McGinty, Sapp, Knott, Inman, Busey, McGrath

B. Mold Remediation - Professional Services

1. The Raterman Group, Ltd. Invoice #12096 in the amount of \$19,180.40 for Professional Industrial Hygiene Services relating to Mold Remediation rendered through October 31, 2005. Pay request is itemized as follows:

6

\$17,731.25 - Professional Fees

\$1,449.15 - Direct Expenses

Nursing Home Cont.

2. **The Raterman Group, Ltd. Invoice #12105** in the amount of 7
\$16,530.86 for Professional Industrial Hygiene Services relating to
Mold Remediation rendered through December 27, 2005. Pay
request is itemized as follows:

\$13,545 - Professional Fees
\$2,985.86 - Direct Expenses
3. **Proposed Industrial Hygiene Professional Services Agreement -** 8-12
The Raterman Group, Ltd. - Committee discussion

C. **Information**

1. **Project Update**
 - a. IDPH Visit
 - b. Construction Update
 - c. Bed Alteration Request
 - d. Finance Committee Request for Financial Impact Statement - 13-17
Children's Day Care

VI **FLEET MAINTENANCE/HIGHWAY FACILITY:**

- A. **Project Update** - Group Meeting January 25, 1:30 p.m. @ Urbana Public Works

VII **COURTHOUSE:**

Committee Action

- A. **Cost issue for proposed Public Seating Cushions**
 1. Agati Cost Estimate 18-19
 2. Becks County Shoppe, Inc. Cost Estimate 20
- B. **Courtroom Numbering System**

VIII **BROOKENS ADMINISTRATIVE CENTER:**

- A. **Restroom Improvements** 21-39

IX **PHYSICAL PLANT REPORTS:**

- A. **Monthly Report** 40-42
- B. **Manpower Report** - Capital Projects 43

X CHAIR'S REPORT:

Committee Discussion & Action

- A. Clock & Bell Tower Project - Update
- B. League of Women Voters - Proposal for Upgrading Waiting Room
- C. Museum Update

XI OTHER BUSINESS:

Committee Action

- A. Scottswood Drainage Project
 - 1. Public Hearing - February 1, 2006
 - 2. Scottswood Assessment Hearing - February 6, 2006 @ 1:30 p.m.

XII NEW BUSINESS:

- A. Future Meeting Schedule & Locations

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

XIV ADJOURNMENT

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

County Facilities

January 10, 2006 – 6:30 p.m.

Lyle Shields Meeting Room, Brookens Administrative Center

MEMBERS PRESENT: Beckett (Chair), Avery, Cowart, Hogue, James, Jay, Knott, Sapp, Weibel

MEMBERS ABSENT: No members absent.

OTHERS PRESENT: Deb Busey, Denny Inman, Barb Wysocki, Alan Reinhart, Susan McGrath, Joel Fletcher, Ralph Langenheim, Harold Jensen, Lloyd Carter

Call to Order

Chair Beckett called the meeting to order at 6:35 p.m. The recording secretary called the roll. Chair Beckett stated he will not be participating in the meeting and asked Vice-Chair Sapp to run the meeting. Declaring a quorum present, the Vice-Chair proceeded with the meeting.

Approval of Agenda/Addendum

MOTION by Knott to approve the agenda; seconded by James. There was no addendum for the meeting. **Motion carried.**

Approval of Minutes: November 8, 2005, December 6, 2005

MOTION by Jay to approve the minutes of November 8, 2005 and December 6, 2005 as presented; seconded by Knott. **Motion carried.**

Public Participation

There was no public participation.

Approval of formal presentation rating form

MOTION by Knott to approve the formal presentation rating form as presented; seconded by James.

Ms. Avery asked if all board members attending the meeting will be allowed to participate in the rating of the firms. Mr. Sapp explained that all Board Members present may participate, but they must be present for each presentation.

Mr. Beckett stated he will not be rating the firms and returned the forms he received to Mr. Inman

Mr. Fletcher stated with prior projects, using a similar rating form, he has had concerns about factors 8 and 9. He has the same concerns with the form for this project although he doesn't feel he needs to reiterate his concerns in open session.

When asked about Mr. Jensen's involvement in the rating process, Mr. Beckett explained that the last time an architect was selected for this project Bruce Hannon participated as a representative of the Citizens clock tower committee, which is a subcommittee of Facilities. Mr. Jensen is serving as that representative for these presentations.

MOTION carried.

Mr. Langenheim asked if a board member was not clear on the start time of the meeting and arrived 20 minutes after the start of the presentation, if their ratings would be thrown out. Mr. Sapp explained that a person has to be present at the beginning of the first presentation in order to be allowed to rate the firms.

Ms. Hogue and Mr. Weibel arrived at 6:41 p.m., prior to the start of the presentation.

**Formal Presentation: A/E Services for Champaign County Courthouse Exterior
Masonry**
Soodan & Associates, Inc.

Kehar Soodan, President of Soodan & Associates explained to the committee his firm specializes in restoration and rehab of historical structures. As President he stated his firm will commit all necessary resources to complete this project under budget and on time. He introduced the team of three firms that will work together on this project; Soodan & Associates, Henneman, Raufeisen & Associates, Inc. and McGuire, Igleski & Associates. He explained they have worked together for years on many complicated structures. It was explained that as a consultant for Soodan, McGuire, Igleski & Associates brings expertise specifically in architecture and historic preservation and restoration. Michael La Mont of Soodan, explained the credentials of the team members and what their involvement in the project will be, in addition he reviewed the teams relevant project experience. Mr. Soodan explained they will do a conservative bid, then have alternates. He pointed out that the team is 80% minority. When asked about restoring the clock tower in this project Mr. Soodan explained that in a lot of restoration work they are preserving what is there and restoring what is missing. They have done a lot of work on buildings with similar signs of deterioration.

Presentations Cont.

White & Borgognoni Architects

Gail White of White & Borgognoni Architects introduced his team members and explained what roles their firms will play in this project. He explained, as a result of doing work for the Illinois Capital Development Board, they rank in the top 10% of all Architectural Engineering firms providing services to the State. He reviewed the projects they have done explaining that they are familiar working with public agencies. He explained they have worked with the County in the past, on the feasibility study for the Courthouse Bell Tower, where they did a lot of research and looked at old drawings of the structure. They also completed a needs assessment of the tower to document deterioration. Scot Wachter of Isaksen Glerum Architecture explained that his firm is bringing a background in working with the Courthouse to this project, explaining that during the remodeling they did some masonry repair work on the tower. When asked how much additional work they would need to do to move this project forward, Mr. White explained they have done a lot of work and research and already have a lot of information collected, so they would not be starting from scratch. In conclusion, he stated this is a specialized nature of project they have a track record in, they will provide a local presence and are interested in and have a history with this project.

Frauenhoffer & Associates, P.C.

John Frauenhoffer of Frauenhoffer & Associates explained that he has been in business for 26 years and has spent 10 years sitting on the National Joint Committee that writes the specifications for the United States for masonry construction, restoration and repairs. He stated he has received 4 awards that he is proud of; one from the Illinois Department of Transportation for innovative design work, one from the Illinois Department of Natural Resources, one for the Urbana Park District and a community participation award for the Champaign County Forrest Preserve. He reviewed his project experience explaining that he is working with the City of Champaign who is dealing with similar problems with their City building. He explained he used a ground penetrating radar technology to determine voids in a building in Chicago and would look into using that type of technology for the Courthouse project. He explained his firm is smaller and instead of trying to do work for more people they just want better projects. He believes you have to have a good set of drawings to get a good project and explained he has a staff of 5 Engineers, all who have Bachelors or Masters, who will be working on the project. He stated the earlier you involve the people who are going to build the project the better project you will get, this also works for minority participation. It is best when you can identify portions of the project and match up groups of minority business enterprises with those trades, go talk to those people to find out what they can do and integrate those concepts into the design. He stated when this project begins he will make a survey of MBE firms who have young professionals who will come work for him, when it is done not only will part of the project qualify for MBE participation but young MBE's will have learned.

Presentations Cont.

When asked about staying on budget, he explained that when bids come in too high it is their responsibility to re-bid, if that is what is to be done. They will give the County options and implement the one we choose. He stated that doesn't happen often because they get a lot of data on what things cost and that gives them a better chance to predict costs. When asked how long the repairs are expected to last he stated 100 years, explaining that the quality of materials in 2006 are superior to when the Courthouse was done in 1900.

Vice – Chair Sapp declared the meeting in a 5 minute recess while Ms. Busey and Mr. Inman collected and tallied the evaluation forms.

RFP 2005-016: A/E Services – Recommendation of Top Ranked Firm

After the forms were tallied, Mr. Sapp explained that the top ranked firm was White & Borgognoni with 2076.5 points, Soodan & Associates was second with 2018 point and Frauenhoffer & Associates came in third with 1908 points.

MOTION by Knott to approve the selection of White & Borgognoni Architects, P.C. as the top ranked firm; seconded by James.

Ms. Cowart asked if this firm was part of the original team to renovate the old Courthouse.

Mr. Beckett explained White & Borgognoni completed the initial tower study, apart from the Courthouse project. When the previous firm, Simpson, Gumpertz & Heger, was contracted, White & Borgognoni was not a part of that team. In the course of negotiations we pointed out that the firm had no one on their team in the State of Illinois so White & Borgognoni became a member of their team. The problem we had was with the initial firm, no one else.

Motion carried with Mr. Beckett abstaining.

Committee Chair selection of Contract Negotiating Team

MOTION by Weibel to approve the appointment of Ms. Busey, Mr. Inman, Mr. Fletcher, Ms. McGrath, Mr. James and Ms. Cowart to the Contract Negotiating Team; seconded by Knott. Motion carried with Mr. Beckett abstaining.

Other Business

Vice-Chair Sapp explained that the committee needs to meet again in January to address regular business items; Committee consensus to schedule a second County Facilities committee meeting for Tuesday, January 24, 2006 at 7:00 p.m.

New Business

There was no new business.

Determination of Committee Action to be placed on County Board Consent Agenda

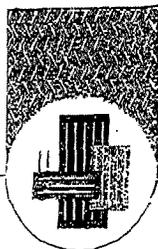
There were no items to be placed on the County Board consent agenda.

Adjournment

Vice Chair Sapp declared the meeting adjourned at 9:22 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary



THE RATERMAN GROUP, LTD.

Environmental Hazard Consultants

November 15, 2005

Mr. Neville Bilimoria
 Duane Morris LLP
 227 West Monroe street
 Chicago, Illinois 60606

Invoice Number 12096
 Project Number 1053
 Terms Net 30 Days
 Progress Billing

Professional Industrial Hygiene Services from October 16 through October 31, 2005 related to the Champaign County Nursing Home in Urbana, Illinois. Services included:

- Daily Project Management
- Collection of Samples
- Correspondence and meetings with Duane Morris LLP and Champaign County Administration

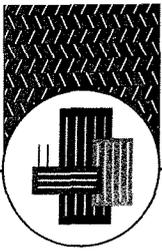
Professional Fees:

Principal	53.75 hrs @ \$150.00	\$8,062.50
Sr. Industrial Hygienist	13.75 hrs @ \$85.00	\$1,168.75
Industrial Hygienist	123.50 hrs @ \$65.00	\$8,027.50
Administrative Assistant	131.50 hrs @ \$35.00	<u>\$472.50</u>
Total Professional Fees:		\$17,731.25

Direct Expenses:

Delivery	\$139.44
Meals	\$167.51
Travel	\$119.48
Industrial Hygiene Supplies	\$180.36
Hotel	<u>\$842.36</u>
Total Direct Expenses	\$1449.15

TOTAL DUE THIS INVOICE: \$19,180.40



December 29, 2005

Mr. Neville Bilimoria
 Duane Morris LLP
 227 West Monroe Street
 Chicago, Illinois 60606

Invoice Number 12105
 Project Number 1053
 Terms Net 30 Days
 Progress Billing

Professional Industrial Hygiene Services from November 24 through December 27, 2005 related to the Champaign County Nursing Home in Urbana, Illinois. Services included:

- Daily Project Management
- Collection of Samples
- Correspondence and meetings with Duane Morris LLP and Champaign County Administration
- Compilation of report documents

Professional Fees:

Principal	20.50 hrs @ \$150.00	\$3,075.00
Sr. Industrial Hygienist	29.50 hrs @ \$85.00	\$2,507.50
Industrial Hygienist	99.75 hrs @ \$65.00	\$6,483.75
Administrative Assistant	42.25 hrs @ \$35.00	\$1,478.75

Total Professional Fees: \$13,545.00

Direct Expenses:

Delivery, supplies	\$93.96
Meals	\$330.73
Mileage (6,360 miles)	\$886.58
Hotel	\$466.13
Parking, tolls, cabs	\$47.56

Laboratory Fees:

5 spore trap air samples @ \$39.00	\$195.00
10 phenol samples @ \$96.60	\$966.00
Total Direct Expenses	\$2,985.86

TOTAL DUE THIS INVOICE: \$16,530.86

December 29, 2005

Letter of Agreement

Mr. Denny Inman
County Administrator
Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802

Dear Mr. Inman:

The Raterman Group, Ltd. (The Raterman Group) is pleased to provide this proposal for environmental consulting services designed to address moisture control and monitoring activities subsequent to microbial remediation at the Champaign County Nursing Home. The Scope of Work is based upon our meeting of September 12, 2005 and The Raterman Group's observations during our investigation and monitoring of the microbial remediation work.

Background

Due to excessive moisture loading, visible mold grew on the wood, OSB and limited areas of gypsum board in the Champaign County Nursing Home under construction at 500 South Art Bartell Road. Champaign County Administration undertook a microbial remediation project during which visible, accessible mold on wall and roof framing members, sheathing and roof underlayment was removed and a sealant was applied to those surfaces. There was also the potential for colonized mold in concealed areas such as the stud surface next to the sheathing and the window headers. A sealant was applied in these areas.

It is imperative that bulk moisture intrusion, moisture vapor infiltration and high humidity conditions be prevented to minimize the likelihood of future mold growth. Future operations or conditions that could cause elevated moisture in the building should be identified and controlled.

The presence of microbial organisms on building materials and in the ambient air changes with environmental factors. It is prudent to ensure that acceptable indoor air quality is being maintained in the future by instituting an on-going monitoring program.

Scope of Work

The Raterman Group will perform the following services which are designed to address control of moisture and microbial organisms in the Champaign County Nursing Home:

- A. Development of Moisture Control Plan

Write a plan for the facility that identifies potential sources of bulk water and water vapor intrusion, operation and maintenance practices for proper moisture and humidity control and appropriate responses to water intrusion incidents. Tasks such as identifying appropriate relative humidity sensors and placement of the sensors will be addressed in this phase of work.

B. Consultation during Illinois Department of Public Health Meetings

Participate in the Architectural and Nursing walkthroughs (total of two visits) for the Certificate of Occupancy. Provide documentation of microbial remediation efforts as requested.

C. Ongoing Monitoring for Fungi

Perform sampling for airborne fungal contaminants in accordance with the following schedule:

2006 Sampling Plan

Type of Sampling	First Quarter Samples	Second Quarter Samples	Third Quarter Samples	Fourth Quarter Samples
Viable	90	--	90	--
Spore Trap	90	90	90	90

2007 Sampling Plan

Type of Sampling	Second Quarter Samples	Fourth Quarter Samples
Viable	90	--
Spore Trap	90	90

2008 Sampling Plan

Type of Sampling	Second Quarter Samples	Fourth Quarter Samples
Viable	90	--
Spore Trap	90	90

Viable and non-viable air samples will be collected in locations throughout the four resident wings, the core spaces, each attic and the basement of the facility.

Sample numbers will be adjusted if conditions warrant. Samples will be analyzed by a laboratory accredited by the American Industrial Hygiene Association in Environmental Microbiology.

A comprehensive written report including scope of work, methodologies, results and their interpretation will be issued for each round of samples collected.

D. Incident Based Consulting

Provide professional services at the request of the County on an as needed basis.

Assignment of Responsibilities

The project manager will be Susan M. Raterman, CIH. She will be responsible for the development of the Moisture Control Plan, meeting with IDPH representatives, and ongoing consultation. Brian Bussey will provide on-site field sampling services.

Compensation

The estimated cost associated with the activities as outlined in the Scope of Work follow:

A. Moisture Control Plan		\$ 3,100
B. IDPH On-Site Meetings		\$ 5,760
C. Air Monitoring for Fungi	2006	\$60,200
	2007	\$31,605
	2008	\$33,190
D. Incident Based Consultation		\$Time and Materials

Actual fees are dependent upon the professional services provided, the number of samples collected, and the expenses incurred in the performance of the activities as described in the Scope of Work. The fees are based upon the fee schedule presented in Exhibit One, are effective for ninety (90) days, and are subject to change thereafter. Any other additional consultation authorized by the Client shall be billed in accordance with the fee schedule set forth in Exhibit One. Fee Schedules for 2007 and 2008 will be submitted prior to the end of the preceding year. For the purposes of estimating the work, an increase of 5% for labor and laboratory costs was used.

Invoices for fees and expenses shall be submitted monthly and are due within thirty (30) days of receipt. Payments not received within forty-five (45) days shall accrue and be assessed interest at the rate of 1.5% per month until paid.

Terms

1. The relationship between Client and The Raterman Group shall be that of a Buyer and Seller of professional service. It is understood that the Parties have not entered into any joint venture or partnership with the other. The Raterman Group shall not be considered to be the Agent of the Client.
2. All work performed pursuant to this Agreement and any amendments hereunder, including, but not limited to, test data and other documents prepared by The Raterman Group (referred to as “work product”) shall be used solely for this project, and for no other use or purpose.
3. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

The Raterman Group, Ltd. welcomes the opportunity to be of assistance to you. Upon your approval and return of one signed copy of this Letter of Agreement, we will begin work.

Respectfully Submitted,
THE RATERMAN GROUP, LTD.

By _____
Susan M. Raterman, CIH
President

ACCEPTED AND AGREED TO ON _____, 200_

By: _____

Title: _____

EXHIBIT A
2006 FEE SCHEDULE
CHAMPAIGN COUNTY ADMINISTRATION

Professional Fees:

Principal/Certified Industrial Hygienist	\$150.00 per hour
Senior Industrial Hygienist	\$90.00 per hour
Industrial Hygienist	\$65.00 per hour
Administrative Assistance	\$40.00 per hour

Expenses:

Expenses for travel, printing, postage and the like incurred in the performance of professional services shall be invoiced at cost plus 15%.

Laboratory Analyses:

Surface Samples (Direct Microscopy)	\$29.00 per sample
Surface Samples (Culturable Swab, Bulk or Plate)	\$40.00 per sample
Air Samples (Spore Trap)	\$39.00 per sample
Air Samples (Viable, Genus with Aspergillus speciation)	\$40.00 per sample
Air Samples (Viable, with full speciation)	\$125.00 per sample

FINANCE COMMITTEE
Summary of Action Taken at 1/12/06 Meeting

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. <u>Call to Order</u>	Meeting called to order at 7:05 p.m.
2. <u>Roll Call</u>	Avery, Betz, Doenitz, McGinty, O'Connor, Tapley, and Wysocki were present at the meeting.
3. <u>Approval of Agenda/Addendum</u>	Approved.
4. <u>Approval of Minutes</u>	Finance Committee regular session minutes of October 6, 2005; October 26, 2005; November 10, 2005; November 17, 2005; Legislative Budget Hearing minutes of August 23, 2005; Finance Committee closed session minutes of October 6, 2005 and October 26, 2005; Performance Appraisal Subcommittee closed session minutes of August 24, 2005; August 26, 2005; August 31, 2005 11:30 a.m.; and August 31, 2005 12:00 p.m. were approved with one alteration to the Finance regular session minutes of October 6, 2005.
5. <u>Public Participation</u>	None
6. <u>Budget Amendments/Transfers</u>	<p><i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Budget Amendments #05-00126, #06-00002, #06-00003, #06-00008, #06-00009, #06-00014, #06-00015, #06-00016, #06-00017, and #06-00019</i></p> <p><i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Budget Amendments #06-00010, #06-00011, #06-00018, #06-00020, and #06-00021</i></p>
7. <u>Recorder</u>	
a. Request to Submit Chief Deputy Recorder Position to Job Content Evaluation Committee for Re-evaluation	Motion approved to submit Chief Deputy Recorder Position to Job Content Evaluation Committee for re-evaluation.
8. <u>Sheriff</u>	
a. Request Approval of Contract to Provide Special Police Services to Village of Philo	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Contract to Provide Special Police Services to Village of Philo</i>
b. Request Approval of Contract to Provide Special Police Services to Village of Sidney	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Contract to Provide Special Police Services to Village of Sidney</i>
c. Request Approval of Contract to Provide Special Police Services to Village of Ivesdale	<i>*RECOMMEND TO THE COUNTY BOARD APPROVAL of Contract to Provide Special Police Services to Village of Ivesdale</i>

**Denotes Consent Agenda Item.*

9. **County Administrator**
- a. General Corporate Fund FY2005 Revenue/Expenditure Final Report No action taken
 - b. General Corporate Fund Budget Change Report No action taken
 - c. Elected Official Salaries Recommendation for November 2006
 - *RECOMMEND TO THE COUNTY BOARD APPROVAL of County Administrator's Recommendation for Elected Officials' Salaries for December 1, 2006***
 - *RECOMMEND TO THE COUNTY BOARD APPROVAL of County Administrator's Recommendation for County Board Chair's Salary**
 - Motion failed to approve County Administrator's Recommendation to increase County Board per diems to \$75.00.
 - d. Request Regarding Project Manager for Integrated Justice Information Systems Project (JANO/New World)
 - *RECOMMEND TO THE COUNTY BOARD APPROVAL of an amendment to the Project Manager Professional Services Agreement adopted on December 1, 2002, to amend Section 1 – Term of the Agreement, to: "continue until six months after the termination of the agreement between the County and Jano Justice Systems, Inc. for the implementation of the County's integrated justice information system."***
 - e. Budget Process Recommendation
 - *RECOMMEND TO THE COUNTY BOARD APPROVAL of creation of a Budget Process Special Committee consisting of 1 Republican Finance Committee member, 1 Democratic Finance Committee member, County Auditor, County Treasurer, County Administrator of Finance & HR, 1 representative from the leadership of each of the two party caucuses, and the County Board Chair for terms ending in May 2006. It is further recommended that the County Board Chair act as committee chair and appoint the County Board members to the special committee.**
 - f. Request Approval of Memorandum of Understanding with AFSCME Highway
 - *RECOMMEND TO THE COUNTY BOARD APPROVAL of Memorandum of Understanding with AFSCME Highway***
10. **Treasurer**
- a. Monthly Report Received and placed on file.
11. **Auditor**
- a. Purchases Not Following Purchasing Policy Provided for information only.

**Denotes Consent Agenda Item.*

b. Monthly Reports for October and November

Received and placed on file

Addendum

- | | | |
|-----|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| 12. | <u>Nursing Home</u>
a. Presentation Regarding Nursing Home Financial Position | Motion approved for the preparation of a financial impact report regarding the continuing use of the Nursing Home Child Day Care Center. |
| 12. | <u>Chair's Report</u> | There was no Chair's Report. |
| 13. | <u>Other Business</u> | There was no Other Business. |
| 14. | <u>Designation of Items to be placed on County Board Consent Agenda</u> | Agenda items VI A, B, C, D, E, H, I, J, K, M, VIII A, B, C, IX C with regard to Elected Officials' Salaries, IX D, F |
| 15. | <u>Adjournment</u> | Meeting adjourned at 9:08 p.m. |

**Denotes Consent Agenda Item.*

Childcare Center

- Currently cares for ten total children
 - Four are CCNH employee's children
- Employs four full-time staff
- Total revenue FY04 = \$112,886
 - Expenses = \$232,222
 - FY04 Cost Report net loss = (\$119,336.00)

Childcare centers within C-U

Urbana	Champaign
20	46

AGATI

Quote #	05-125	PROJECT:	Champaign County Courts			
		MATERIALS:	COM- Customer's Own Fabric			
			Total Fabric Required 341 yds.			
			(Fabric Not Included)			
Qty	Item#	Agati#	Description	Dimensions	Net	Ext. Net
54		C6-15"W Bench	(3) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 3 yds.	Bench Overall- 181-3/4"w 20"d 30"h Back Cushion Dimension- 60-1/2"w 9"h 1"thick	244	13176
35		C6-12"W Bench	(2) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 2 yds.	Bench Overall- 143-1/4"w 20"d 30"h Back Cushion Dimension- 71-1/2"w 9"h 1"thick	163	5705
10		C6-6"W Bench	(1) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 1 yds.	Bench Overall- 143-1/4"w 20"d 30"h Back Cushion Dimension- 71-1/2"w 9"h 1"thick	81	810
7		C1-10"W Bench	(5) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 5 yds.	Bench Overall- 120-1/2"w 21"d 34"h Back Cushion Dimension- 22"w 9"h 1"thick	407	2849
16		C1-6"W Bench	(3) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 3 yds.	Bench Overall- 120-1/2"w 21"d 34"h Back Cushion Dimension- 22"w 9"h 1"thick	244	3904

8/2/2005

AGATI

Quote #	05-125	PROJECT:	Champaign County Courts			
		MATERIALS:	COM- Customer's Own Fabric			
			Total Fabric Required 341 yds.			
			(Fabric Not Included)			
Qty	Item#	Agati#	Description	Dimensions	Net	Ext. Net
4		C1-6'W Bench	(4) Bench Cushions- one set of three back cushions includes velcro COM requirements 1 yd. each railroaded of 54" plain fabric per cushion. Total required for this bench 4 yds.	Bench Overall- 96-3/4"w 21"d 34"h Back Cushion Dimension- 22"w 9"h 1"thick	326	1304
			Sub-Total			27748
			Delivery via van line carrier			2220
			Installation To Be Determined			0
			Total			29968
			All prices quoted are net.			
			Lead Time: 10-12 weeks from approved shop drawings			
			Terms: 30% deposit to initiate production			
			30% Prior to delivery and installation			
			40% Upon completion of punch list 10% held for retention until punch list is complete.			



FURNITURE & AUTO
UPHOLSTERING SPECIALISTS
• COMPLETE HOME
FURNISHINGS CENTER



Beck's Country Shoppe, Inc.

3218 N. CUNNINGHAM
URBANA, ILLINOIS 61801
RT. 45 NORTH, 1 MILE NORTH OF I-74
ROGER L. DORSETT
PH. 367-5452

job estimate



WORK PHONE _____ DATE 1-12-06
HOME PHONE _____

TO County of Champaign
% Renee (Physical Plant)
384-3765 Fax 384-3896

JOB NAME/LOCATION
Champaign County Court House
East Main
Urbana, IL 61801

JOB DESCRIPTION: Bench Cushions in Court Rooms ^{18 3/4 long 5 1/2} ^{14 3/4 long 3 1/2}

Seat = 54 Benches / 3 Cushion each = 162 Cushions 1" x 17" x 59 3/8

Back = 54 Benches / 3 Cushion each = 162 Cushions 1" x 9" x 59 3/8

Seat = 35 Benches / 2 Cushion each = 70 Cushions 1" x 17" x 69 3/4

Back = 35 Benches / 2 Cushion each = 70 Cushions 1" x 9" x 69 3/4

MATERIAL: Seat - 5 Benches / 1 Cushion each = 5 Cushion 1" x 17" x 68"

Backs = 5 Benches / 1 Cushion each = 5 Cushion 1" x 9" x 68"

162 Cushion = 1 1/2 yds each = 270 yds } 420 yds Seats

70 Cushion = 2 yds each } 150 yds } total yds 657

237 Back Cushion 1 yd each = 237 yds } 20.00 per yd ?

	MATERIAL	13,140.00	
> SUPPLIES:	SUPPLIES	9,957.20	
<u>Quantity Discount</u>	TAX		
<u>Velcro Both Sides = \$2,660.00</u>	SHIPPING HANDLING		
<u>Foam Seats & Backs = 7,297.20</u>	LABOR	28,440.60	
<u>Labor 474 Cushions at 60.00 each = 28,440.00</u>	TOTAL	51,537.20	

DEPOSIT REQUIRED \$?

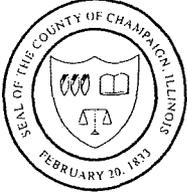
CHECK NO. _____

DATE 1-12-06

ESTIMATED JOB COST \$ 51,537.20

ESTIMATED R. Dorsett
20

This estimate is for completing the job as described above. It is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems or adverse weather conditions arise after the work has started.



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

ADMINISTRATIVE SUPPORT
 DATA PROCESSING
 MICROGRAPHICS
 PURCHASING
 PHYSICAL PLANT
 SALARY ADMINISTRATION

AUG. 03

Cost Estimate for Hot Water Improvements for Public Restrooms
 Estimates do not include A/E fees mandated by City of Urbana for Building Permits

Option #1

Install new supply and re-circulation lines to Pod 100 & 200 restrooms
 and new circulating pump from Pod 400.

Approx. 1000 lf.	\$40,000.00
------------------	-------------

Option #2

Install independent water heater for each set of Public Restrooms for Pod 100 & 200

New water heater	\$600.00	
Re-piping to existing fixtures	\$4,560.00	
Electrical	\$3,000.00	
Cost per each Pod (1 Men & 1 Women)		\$8,160.00
Total for Pod 100 & 200		\$16,320.00

Option #3

Remove existing Bradley fixtures and install new counter tops and sinks
 for each set of Public Restrooms.

Demo existing	\$5,000.00	
New fixtures	\$13,200.00	
Carpentry		
Walls	\$835.20	
Ceramic		
Tile	\$3,400.00	
Ceiling	\$4,950.00	
Lighting	\$640.00	
Cost per each Pod (1 Men & 1 Women)		\$28,025.20
Total for Pod 100, 200 & 400		\$84,075.60



Mark Shelden
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Statistics: (217) 384-3720
Elections: (217) 384-3724
Fax: (217) 384-1241
TTY: (217) 384-8601

RECEIVED

NOV 23 2005

**CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES**

To: Denny Inman
From: Mark Shelden
Re: Building Improvements
Date: November 22, 2005

I understand that the County Board included substantial sums to making improvements to the Brookens Administrative Center. While much of that money appears to be earmarked, I would like to discuss with you the possibility of moving some of that money into getting hot water in the bathrooms at Brookens. I am attaching an article which points out the ease at which hot water dispensers can be installed. It may even save us money in the long run because of the hot water which is currently being circulated but that never reaches a faucet.

Please contact me by memo or email at your convenience to discuss this.



Community Development Services
400 South Vine Street
Urbana, IL 61801
(217)384-2444
FAX (217)384-0200

July 30, 2003

Mark Sheldon
Champaign County Clerk
1776 East Washington Street
Urbana, IL 61801

RE: Your letter of June 20, 2003 concerning public restroom facilities of the Brookens Administration Center.

Dear Mr. Sheldon:

As we have previously discussed on the phone, you know that I contacted Mr. Alan Reinhart about your concerns and I had met Mr. Reinhart and Mr. Inman on June 24th and again on July 3rd. On the first occasion there was a problem with a circulating pump that was ordered and not yet installed by the plumbing contractor. On the second occasion, although hot water was available at the wash basins, it took quite a while to get to the fixture and Mr. Rinehart wanted to work with the system to provide hot water in a more timely manner.

On July 29th I again met with Mr. Beckett, Mr. Reinhart, Mr. Gary Bird of the Champaign-Urbana Health Department and Mr. Steve Cochran, the Building Inspector from my office. At that time we were satisfied that sufficiently tempered water was available at all the restroom washbasins. Apparent adjustments to both this circulating line and the fixture mixing valves now provides tempered water to the fixtures per the Illinois Plumbing Code.

Also, Mr. Bird and I agreed that the entrance arrangement to the restroom provide adequate privacy for the users. As I am sure you are aware this type of arrangement is used at various public restrooms all over the state; i.e. stadium and airports. Mr. Bird did indicate that a food service establishment might be required to provide doors to the restrooms.

I hope that this addresses your concerns and if you have any further questions, please contact me.

Sincerely,

Gordon R. Skinner, Manager
Building Safety Division
217/384-2431 or FAX 217/384-0200

GRS:sh

cc: Mr. Steve Beckett, Chairman County Facilities Committee
Mr. Denny Inman, Co Administrator
Mr. Alan Reinhart, Physical Plant Maintenance Division
Mr. Gary Bird, Champaign-Urbana Health Department
Mr. Kevin Morris, State Plumbing Inspector



Mark Shelden
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

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TTY: (217) 384-8601

MEMO

To: Denny Inman
From: Mark Shelden
cc: Alan Reinhart
Date: June 27, 2003
RE: Plumbing Estimate

Mike Langendorf from A & R Mechanical Contractors will be meeting me on Monday, June 30th at 10:00 am to look at our restroom situation at Brookens. He will be giving us an estimate to put hot water in them. Please have someone available to answer his questions and give him access to our plumbing.

Thank you

County Board of Champaign County, Illinois

Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
FAX (217) 384-3896



Patricia A. Avery, Chair
Anthony Fabri, Chair

COUNTY CO-ADMINISTRATORS
Debra Busey & Denny Inman

Board Members

District 1

Chris Doenitz
John D. Jay

District 2

Patty Busboom
Don Crozier
Louie Smith

District 3

Deborah Frank Feinen
Steven Mitchell
Scott Tapley

District 4

Gregg Knott
W. Stephen Moser
S. "Steve" O'Connor

District 5

Lloyd Carter
Lorraine Cowart
LaShunda Hambrick

District 6

Patricia A. Avery
Kevin Brumback
Anthony Fabri

District 7

Janet Anderson
Nancy Greenwalt
Steven Shoemaker

District 8

Thomas Betz
Ralph Langenheim
Jennifer Putman

District 9

Steven Beckett
Robert Kirchner
Barbara Wysocki

Committee Chairs

County Facilities

Steve Beckett

Environmental & Land Use

Ralph Langenheim

Finance

Barb Wysocki

Highway & Transportation

Lorraine Cowart

Justice & Social Services

LaShunda Hambrick

Policy, Personnel & Appointments

Thomas Betz

Memo

June 26, 2003

To: Mark Sheldon
Champaign County Clerk

From: Steve Beckett, Chairman *ASB*
Champaign County Facilities Committee

Re: Your letter- June 20, 2003 raising facilities'
issues on
Brookens Administrative Center

I have scheduled you for an appearance at the July 8, 2003 County Facilities Meeting to address the issues raised in the above referenced letter.

You should be aware that on June 24, 2003 Urbana Plumbing Inspector Gordon Skinner inspected the Brookens facility to review concerns raised by your letter and advised that the building is in full compliance with all applicable codes. This finding is consistent with all prior findings regarding these issues since the County began occupying Brookens several years ago.

You appear to have received incorrect information and have incorrectly asserted that the Public Health Code for restaurants and other food processing facilities (Article 895) apply to Brookens. It is my understanding that your assertion is incorrect (See instead Article 850).

During the time I have served as Facilities Chair, the issue of the distribution of hot water has been an identified priority for Brookens, not because anyone has asserted that any code provision required it, but because my committee believes it is a basic amenity that our employees are entitled to. Unfortunately, we have been unable to find a funding source for the project as of this writing. I am open to your suggestions on this issue however.

I am sending them a copy of this memo, so that they may understand the background and correct status of this matter.

Pc: County Board Members
Co-Administrators

Restroom Hot Water Upgrade Estimate

Alan Reinhart explained to the committee that there are 3 possible options regarding the restroom hot water issue at the Brookens building. The first option would be to try and utilize the new hot water storage system and new boilers and try to bring the whole building into 1 system. This has turned out to be more difficult than thought due to repiping new water supply lines from one end of the building to the other. The second option would be to install smaller independent water heaters in both the male and female restrooms and tying them into existing plumbing but doing no more remodeling with the bathrooms. This option would be the cheapest but it would not improve the bathroom. The third option would include placing an independent water heater in each bathroom as well as renovation including tearing out floors, putting in wall units, and a new ceiling due to repiping. This option is the most expensive but it would be the best in long run.

Mr. Crozier stated if there is money in the budget he feels it would be best to do option #3 and get it done correctly the first time.

Chair Beckett stated he had an employee of the County Clerks office approach him and voice concerns regarding the restroom situation in the Brookens building including lack of doors. He had asked Alan to look into the possibility of putting doors on the restrooms. Alan stated he had discussed the door issue with Denny Inman and to add doors is an ADA accessible issue and should be looked at by architects. Denny stated he had contacted Isaksen Glerum regarding door options and he anticipated they would have information to him by the October meeting.

Mr. Inman stated there are not sufficient funds in the current budget to complete the job at this time; it would have to be put on the budget for 2004.

Mr. Beckett stated he would like to discuss these items at the October meeting when they have more information about the doors.

Preliminary Information on Restroom Upgrade

See above.

BROOKENS ADMINISTRATIVE CENTER

**County Board/Urbana Park District Remodel Project Pay Request
Isaksen Glerum Pay Request #16**

MOTION by Crozier to recommend County Board approval of Pay Request #16 in the amount of \$529.19 for Professional Services provided through August 22, 2003. Pay Request is for Construction Observation Services; seconded by Jay. **Motion carried.**

Preliminary Information on Restroom Upgrade

Alan Reinhart informed the committee he had contacted Isaksen Glerum to get ideas for the restroom door situation, in response, they presented him with drawings for 2 options. Both options include removing part of the block partition as well as some ceiling work to the lights and the floor. He has not received anything on the cost of either option.

Chair Beckett stated they will continue to move forward until they find out how much it will cost.

**County Board Facility Parking Study Pay Request:
Isaksen Glerum pay request #4**

MOTION by Brumback to recommend County Board approval of Pay Request #4 in the amount of \$410.25 from Isaksen Glerum for Professional Services provided through August 22, 2003; seconded by Crozier. **Motion carried.**

EAST CAMPUS MASTER PLAN

Isaksen Glerum Pay Request # 11

MOTION by Knott to recommend County Board approval of Pay Request #11 from Isaksen Glerum in the amount of \$17,459.58 for Professional Services provided through August 22, 2003. (\$17,278.00 – Master Planning; \$181.58 – Reimbursables) seconded by Brumback. **Motion carried.**

BROOKENS ADMINISTRATIVE CENTER

County Board/Urbana Park District Remodel Project Pay Request: Isaksen Glerum Pay Request #10 & 15

MOTION by Crozier to recommend County Board approval of Pay Request #10 & 15 from Isaksen Glerum in the amount of \$1,531.06 for Professional Services provided through September 19, 2003. Pay Request is for Construction Administration Services - \$533.90 and Observation - \$997.16; seconded by Greenwalt. **Motion carried.**

A/E Fee Information on Restroom Upgrade – Installation of Restroom Doors

Alan Reinhart explained that they received an estimate cost proposal from Isaksen Glerum which they would like to accept as is for doors only with a fee not to exceed \$2,720.00. They determined that the total remodel of the restroom would be best as a separate issue because it will be more elaborate. He explained that the City of Urbana desires a work permit any time structural work is done and they need an architectural seal to obtain that permit.

MOTION by Crozier to retain Isaksen Glerum for a fee not to exceed \$2,720.00 to complete drawings for restroom door upgrade; seconded by Cowart. **Motion carried.**

Security Issue

Mr. Beckett stated if a person could get into the building on the weekend they could walk through the entire building and an open door would allow them into the County Board offices and he feels it is important to secure the door.

Mr. Reinhart stated if they put hardware on the door to allow it to lock it will become an issue of a fire exit. He has made several calls to the City of Urbana building safety division about what they would be allowed to do.

Mr. Beckett suggested the item be deferred to the December meeting.

Final Tower Masonry Report

Mr. Inman stated he provided this information for the Facilities Committee so they can see what has developed with the Clock and Bell Tower project.

Clock & Bell Tower Update

Mr. Beckett stated they are having a breakfast meeting on February 12th at 7:00 a.m. at Eastland suites. Each committee member submitted 15 names of people who may be interested in the project who were invited to attend.

BROOKENS ADMINISTRATIVE CENTER

Parking Light Issue – Illinois Power letter dated January 14, 2004

Mr. Beckett reported that after the last meeting the parking lot had working lights the next day. He included for the committee an apology letter from Illinois Power.

Parking Lot B Light Request – Illinois Power Memo dated January 26, 2004

Mr. Beckett stated this is in response to a request from the Auditor's office to add security lights to parking lot B. The monthly cost is estimated to be \$136.69.

Mr. Reinhart stated they pay from \$35-\$43 per pole including light and wiring. The cost for these lights is budgeted.

MOTION by Greenwalt to approve the addition of security lights to Parking Lot B on the east side of the Brookens building; seconded by Knott. **Motion carried.**

Mr. Beckett stated this should be completed by March 1st.

Restroom Doors

Mr. Reinhart stated they are waiting for the architectural specification before they can begin. This item will stay on the agenda until it is resolved.

Isaksen Glerum Pay Request #1

MOTION by Greenwalt to recommend County Board approval of Pay Request #1 from Isaksen Glerum in the amount of \$292.0 for Professional Services provided for the period of March 23, 2002 thru April 19, 2002. Pay Request is for additional services; seconded by Brumback. **Motion carried.**

Nursing Home Cont.

Construction Project Update

Mr. Beckett stated he would like to defer this item to the January meeting when the committee will meet at the construction trailer and tour the construction site before the monthly meeting.

Approval of contract for Services and Satellite Television Programming License With Telerent Leasing Corporation

Mr. Fletcher reported that this item is still in discussion and the committee will not take action tonight.

BROOKENS ADMINISTRATIVE CENTER

Isaksen Glerum Pay Request #2

MOTION by Knott to recommend County Board approval of Pay Request #2 from Isaksen Glerum in the amount of \$400.00 for Professional Services provided through October 29, 2004. Invoice is for Additional Services for toilet room doors; seconded by Cowart.

Mr. Beckett stated they did an inventory of the building and surveyed employees asking for input on what they feel would improve conditions in the building. One of the items was the lack of restroom doors; we tried to correct the problem and discovered we needed an architect so we entered into an agreement with Isaksen Glerum to do this work.

Motion carried.

OTHER BUSINESS/NEW BUSINESS

There was no other business

ADDENDUM

Proposed Intergovernmental agreement between Champaign County & Urbana Township – Scottswood Drainage Project/ Phase I

MOTION by Sapp to recommend County Board approval of the Intergovernmental Agreement between Champaign County & Urbana Township for Scottswood Drainage Project/ Phase I; seconded by Weibel.

Proposed Mental Health Board Lease

Mr. Inman explained that this is a continuation of the current lease with the Mental Health Board and reflects an increase in the CPI. They have requested more space due to the creation of the Developmental Disabilities Board and would like room to create an office for one person. He is in the process of talking with the State's Attorney's office about vacating one of the support enforcement areas and allowing the Mental Health Board to use that space.

MOTION by Knott to recommend County Board approval of the proposed Mental Health Board Lease; seconded by James. **Motion carried.**

Facility Survey Results

Mr. Beckett stated he would like to carry this item on the agenda, developing a priority list with costs. He asked Mr. Inman to contact the 6 departments that didn't respond to the survey and try again to get some information.

User Group List

Mr. Deedrich, Supervisor of Assessments, stated he has looked at the needs of his office, reminding the committee that the largest percentage of revenue for the County comes from property tax and that his office has a growing amount of work due to exemptions. He stated there are 3 cubicles on the other side of his wall that are not being used although he realizes they belong to RPC. He stressed that they need to maintain statutory requirements pointing out that meeting room 4 is near their office and although it is used by RPC and Head Start, his office currently does not have a handicapped area for people to utilize when visiting with the Board of Review. He explained that he is able to use tools to view properties from his desk which results in having to go to the basement to retrieve information; currently he has about 8 boxes in his office that were in the basement. He is asking for about 400 Square footage of space, he has not measured the space but is guessing at the number.

Mr. Inman explained they sent out a survey request to 12 departments with only the Treasurer, Recorder, Supervisor of Assessments, Administrative Services, County Clerk and the Auditor responding. He explained that the RPC cubicles that Mr. Deedrich is referring to are leased space which would require working through the RPC lease agreement with the County.

BROOKENS ADMINISTRATIVE CENTER

Facility Survey Results

Mr. Reinhart stated, at the committee's request, he has provided square footage numbers for different projects to be done at the Brookens building as a result of the facility survey.

Mr. Shelden stated he has requested humidity control for his records room. They do have one humidifier in the election storage area where there is a drain and clearly they cannot run another one without a drain.

Mr. Knott stated the records in the County Clerks office are irreplaceable so he agrees with doing that project.

Mr. Beckett stated we have the money to complete every project listed above the additional office space item on the list which includes landscaping, personal dehumidifiers and a drain for existing humidifier. He explained there is a plan in place for the office space issues and any painting or carpeting to be done we would need to get an estimate for.

Mr. Jay stated the Brookens building needs to be painted before we have to replace everything. He believes the painting is more important than landscaping.

Mr. Reinhart explained they do not have enough time or money to do the painting in-house, we will have to plan and budget for next year.

Committee consensus to continue this item next month.

Debra Greist Memo - dated April 11, 2005

Mr. Weibel stated he spoke with Ms. Greist about this issue and she is looking for another meeting room to use for ZBA when MR 1 is occupied, he suggested the possibility of using a meeting room in the new highway facility stating her meetings need to be on County property and they have to be recorded. He explained this request is a result of ZBA getting bumped out of MR 1 by County Board meetings and he suggested we consider creating a rule stating that another group cannot be bumped when scheduling meetings. He doesn't believe she felt this was an immediate need.

Mr. Inman stated the only area equal in size to MR 1 is in the middle of JDC which raises concerns about accessing that building, there could be meeting space in the old nursing home although that is down the road.

Mr. Beckett stated one of the end Courtrooms would be large enough although it would require additional staffing and security and he does not believe there is recording equipment.

Brookens Cont.

Mr. Deedrich stated the Mental Health Board needs 150 square feet of the current Support Enforcement space, because of that need and the cost of removing walls for his department to relocate he believes if he could use meeting room four for his filing and a small conference area his office could get by for a while. He is not opposed to moving but is willing to remain where he is if he can incorporate meeting room four.

Mr. Beckett explained the proposed relocation plan includes moving the Planning and Zoning department and under Mr. Deedrich's suggestion that would not happen, which would create a liability for the County because they cannot remain where they are. The moves were intended to be a domino effect which would solve the problem with that department.

Committee discussion continued regarding the proposed relocation. Mr. Knott stated the first moves in the plan make sense; they are the ones we should start with and allow the other issues to be worked out.

MOTION by Knott to approve phase I of the proposed department relocation; seconded by Avery. **Motion carried.**

Facility Survey Results

Mr. Beckett stated this has been discussed by the committee in the past.

Mr. Shelden stated all the issues he has raised have been included in the survey results. He did mention it would be nice to have carpet placed in the areas in his office that are not currently carpeted.

Mr. Northrup stated he had requested 2 office spaces which are part of the remodel for the Supervisor of Assessments, he also requested possible cleaning of the carpeting.

PHYSICAL PLANT REPORTS

Monthly Budget Report

Mr. Reinhart reported these are the same two monthly reports he has provided to the committee in the past.

Manpower Report

Addressed above

CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES
PHYSICAL PLANT DIVISION
BROOKENS ADMINISTRATIVE CENTER – FACILITY SURVEY

	I agree, Improvements needed <small>(add comments if necessary)</small>	I disagree, Improvements not needed <small>(add comments if necessary)</small>
DEPARTMENT/OFFICE UPGRADE: <ul style="list-style-type: none"> • Paint Walls (color change? Wall covering?) • New flooring? • Signage 		
ADDITIONAL OFFICE SPACE		
ADDITIONAL RECORD STORAGE SPACE		
RESTROOM UPGRADE: <ul style="list-style-type: none"> • New floor tile • Add changing tables • New sinks • Paint/New Ceiling tiles 		

ω
 01

Cont'd on next page

	I agree, Improvements needed (add comments if necessary)	I disagree, Improvements not needed (add comments if necessary)
INTERNAL DIRECTORY SIGNAGE <ul style="list-style-type: none"> • Additional? • Multi-lingual? 		
PAINTING OUTSIDE SOFFITT		
GAZEBO/PICNIC AREA <ul style="list-style-type: none"> • Eastside of facility • Courtyard 		
BREAKROOM/KITCHEN AREA		
HUMIDITY CONTROL		
COVERED DESIGNATED SMOKING AREAS		

Additional Comments or Suggestions on Facility Improvements:

BROOKENS USERS SURVEY RESULTS

Building Interior

Humidity Control

Pod 300 humidity control in progress by Physical Plant

Two department requesting personal dehumidifiers

One department requesting drain for existing humidifier

Signage

Upgrades requested by Supervisor of Assesments, Treasurer, Admin. Services

Multi-lingual signage

Monitor display of meetings was requested

Additional Office Space

Supervisor of Assesments requesting Mtg. Rm. 4 for expansion

Coroner needs two additional offices

Mental Health Board needs additional office space

Admin. Services is using office space that may not be available in the future

Additional Record Storage Space

Super. of Assess. requesting long-term storage and additional ground floor staorage

Treasurer requesting better archive space with better access

Auditor needs mobile shelving installed

County Clerk in need of significant amounty of staorage space

Office Upgrades

Painting is requested by all offices in Pods 200 - 300

Carpeting is requested by Supr. Of Assess. , Treasurer, Coroner

Treasurer would like new doors

Restroom Upgrades

Door to Public Restrooms, new floor tile requested, add changing tables, new sinks

Breeakroom/Kitchenet

One suggestion of adding a dishwasher, or a double sink with improved hot water

Building Exterior

Painting

Three department heads agree that the outside soffitt needs painting

Gazebo/Picnic Area

One suggestion to add some formality to the picnic area (interior courtyard)

Designated Smoking Area

One suggestion to have a covered somoking area in the courtyard

One suggestion to make the entire campus smoke-free

Additional Comments

Install a vestibule at NE doors to save on heating and cooling

County Clerk would like floor grates remove, a fire prevention system

and a new election supply building

Install a ATM

Install feminine product dispensers

Notes: This survey is the result of questionairs sent to department heads during the month of February and re-submitted in March.

Champaign County Physical Plant
 Monthly Report -
 December, 2005
 (as of January 4, 2006)

4
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	Original Budget Amount	Current Budget Amount	Year to Date Expenditures	Balance	% of Current Budget Spent	Last Month
Commodities	\$73,119.00	\$84,001.00	\$82,338.16	\$1,662.84	98.02%	95.84%
Cths R & M	\$18,839.00	\$37,482.00	\$33,519.13	\$3,962.87	89.43%	80.98%
Downtown Jail R & M	\$24,235.00	\$27,023.00	\$26,139.17	\$883.83	96.73%	94.14%
Satellite Jail R & M	\$28,000.00	\$29,153.00	\$29,152.08	\$0.92	100.00%	99.09%
1905 R & M	\$9,000.00	\$28,453.00	\$28,452.13	\$0.87	100.00%	100.00%
JDC R & M	\$8,500.00	\$12,630.00	\$11,895.29	\$734.71	94.18%	79.20%
Brookens R & M	\$24,000.00	\$27,183.00	\$27,182.24	\$0.76	100.00%	100.00%
Other Bldgs R & M	\$14,780.00	\$11,692.00	\$11,036.91	\$655.09	94.40%	93.94%
Gas Service	\$237,000.00	\$314,989.00	\$295,263.32	\$19,725.68	93.74%	88.75%
Electric Service	\$574,000.00	\$598,011.00	\$593,473.23	\$4,537.77	99.24%	94.60%
Water Service	\$27,500.00	\$33,329.00	\$30,870.84	\$2,458.16	92.62%	85.00%
Sewer Service	\$32,500.00	\$35,000.00	\$34,312.99	\$687.01	98.04%	91.24%
All other services	\$271,976.00	\$290,193.00	\$284,608.16	\$5,584.84	98.08%	97.67%
Equipment	\$0.00	\$10,172.00	\$10,171.30	\$0.70	99.99%	99.99%
Animal Control Facility	\$231,000.00	\$120,421.00	\$120,417.77	\$3.23	100.00%	100.00%

(\$110,579 has been transferred to other lines for payment of expenses for Animal Shelter Construction from proper line items)

Building Grounds Maintenance work hour comparison

FY2005

Weekly Period	Repair & Maintenance	Scheduled Maintenance	Nursing Home	Special Project	TOTAL
March 13-19, 2005	202.5	11.0	12.0	147.0	372.5
March 20-26, 2005*	127.0	58.5	2.0	107.0	294.5
March 27-April 2, 2005	131.5	15.0	2.0	127.0	275.5
April 3-9, 2005	118.5	3.0	2.5	122.0	246.0
April 10-16, 2005	213.0	8.0	2.5	127.5	351.0
April 17-23, 2005	267.0	7.0	26.0	81.0	381.0
April 24-30, 2005	182.5	90.5	1.0	109.0	383.0
May 1-7, 2005	231.0	10.0	3.0	52.0	296
May 8-14, 2005	204.0	2.0	0.0	67.5	273.5
May 15-21, 2005	250.0	0.0	5.0	89.0	344
May 22-28, 2005	166.5	4.0	0.0	190.5	361.0
May 29 - June 4, 2005*	108.0	0.0	0.0	133.0	241
June 5-11, 2005	203.5	11.0	6.0	160.0	380.5
June 12-18, 2005	158.5	19.0	13.5	198.0	389
June 19-25, 2005	159.5	0.0	17.0	188.0	364.5
June 26-July 2, 2005	147.0	0.0	5.5	199.0	351.5
July 3-9, 2005*	114.5	0.0	4.0	138.0	256.5
July 10-16, 2005	226.5	3.0	0.0	179.0	408.5
July 17-23, 2005	190.5	13.0	17.0	162.5	383.0
July 24-30, 2005	197.0	0.0	2.5	114.0	313.5
July 31-August 6, 2005	160.3	4.0	6.0	150.0	320.25
August 7-13, 2005	199.5	7.0	2.5	164.0	373
August 14-20, 2005	170.5	2.0	2.5	134.5	309.5
August 21-27, 2005	152.8	28.0	4.0	137.5	322.25
August 28-Sept 3, 2005	139.5	5.0	5.5	103.5	253.5
Sept 4-10, 2005*	113.0	20.0	0.0	79.0	212
Sept 11-17, 2005	232.3	8.5	14.0	111.5	366.25
Sept 18-24, 2005	200.5	13.5	2.0	121.5	337.5
Sept. 25-Oct 1, 2005	183.5	24.0	4.3	81.5	293.3
Oct 2-8, 2005	230.0	14.0	0.0	64.0	308
Oct 9-15, 2005*	235.5	1.0	6.0	16.5	259
Oct 16-22, 2005	196.0	25.0	9.0	63.5	293.5
Oct 23-29, 2005	205.0	16.0	4.0	80.0	305.0
Oct 30-Nov 5, 2005	165.0	0.0	0.0	60.0	225
Nov 6-12, 2005*	185.5	0.0	5.5	40.0	231
Nov 13-19, 2005	222.5	0.0	6.0	40.0	268.5
Nov 20-26, 2005**	161.0	0.0	6.0	27.0	194
Nov 27-Dec 3, 2005	250.5	14.0	2.0	65.0	331.5

*week includes a holiday
 One work week: 395.0 hours

Prepared by: Ranae Wolken
 11/2/2005

Building Grounds Maintenance work hour comparison

FY2006

Weekly Period	Repair & Maintenance	Scheduled Maintenance	Nursing Home	Special Project	TOTAL
Dec 4- 10, 2005	310.5	8.0	0.0	32.0	350.5
Dec 11-17, 2005	297.5	16.0	3.0	44.5	361.0
Dec 18-24, 2005*	248.0	9.5	4.0	24.0	285.5
Dec 25-31, 2005*	168.0	0.0	0.0	32.0	200.0

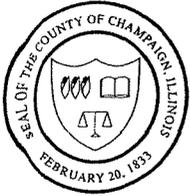
*week includes a holiday
 One work week: 395.0 hours

There are currently 259.51 comp time hours earned and available to the maintenance staff

Total comp time hours earned in FY06 to date- 130.25

Total spent to date on overtime in FY06 - \$354.76

Prepared by: Ranae Wolken
 1/5/2006



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

ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

To: Carol Wadleigh
Auditor's Office

From: Ranae Wolken
Building Services Assistant

Date: January 6, 2006

CC: County Facilities Committee

Per your request, I have provided a list of hours worked on capital projects by the Physical Plant employees as follows:

Animal Services Facility

Skilled Trades (3 positions)	1308.75 hours	\$30,722.21
Senior Maintenance (1 position)	240.5 hours	\$ 3,368.40
Maintenance Workers(5 positions)	1964.25 hours	\$21,768.53
TOTAL	3,513.50 HOURS	\$55,859.14

ATTACHMENTS GIVEN TO COMMITTEE AT MEETING

COUNTY FACILITIES JANUARY 24, 2006

CONTENTS:

1. Isaksen Glerum Wachter reuse/conversion study preliminary information – Agenda Item V A 1.
2. Raterman Group Letter – Agenda Item V C b.
3. 2006 proposed meeting schedule – Agenda Item XII A.

114 WEST MAIN STREET
 URBANA, ILLINOIS 61801

T / 217 328 1391
 F / 217 328 1401

File: 0550

**REUSE/CONVERSION STUDY
 EXISTING CHAMPAIGN COUNTY NURSING HOME FACILITY
 URBANA, ILLINOIS**

PURPOSE: Consider the feasibility of converting the existing Nursing Home to general institutional office use.

PRELIMINARY PROGRAM OF AREA REQUIREMENTS

GSF = Gross Square Feet

AGENCY/OCCUPANT NAME	GSF BUILDING AREA REQUIRED	PARKING REQUIRED		
		PUBLIC	STAFF	TOTAL
Best Interest of Children/Talks Mentoring	4,060	10	18	28
C-U Public Health District	31,370	80	100	180
Champaign County Coroner	7,800	45	5	50
Children's Advocacy Center	4,560	15	10	25
County Clerk Election Building	1,600	--	5	5
DSC Family Development Center	7,610	16	12	28
Large Shared Meeting Room	1,000	50	--	50
Mental Health Board	1,700	--	5	5
Prairie Center	40,000	35	65	100
Urbana After School Program	3,460	10	4	14
Woman's Fund	TBD	TBD	TBD	TBD
TOTAL	103,160	261	224	485

CHAMPAIGN COUNTY PLANNING PRE-REQUISITES

- 1) Relocate Children's Advocacy Center into space currently occupied by Adult Day Care.
- 2) Avoid the occupancy of any basement space for other than mechanical equipment or possible storage.
- 3) Relocate the election building function into the space currently occupied by the Alzheimer's related diseases activity area.

PRELIMINARY BLDG. REUSE PROGRAM ANALYSIS

Total Building Area – Existing	120,000 GSF
Unusable Existing Basement Area	<u>(25,240)</u>
Total Building Area – Available	94,760
Total Building Area – Demand	<u>103,160</u>
Total Building Area – Shortfall	(8,400) GSF

NOTE: Expect shortfall to grow base on increasing needs and the realities of subsequent detailed design phases.

POSSIBLE OPTIONS TO REDUCE SHORTFALL:

- 1) Expand Building
- 2) Reduce Program
- 3) Utilize portion of basement (limited to 1971 Addition)

CHARACTERISTICS OF EFFECTIVE OFFICE SPACE

- Safe: Proper fire and smoke protection, fire alarm, exit and emergency lighting.
- Environment: Proper lighting, low noise levels, pleasant views, privacy.
- Comfortable: Controllable temperatures, low drafts, good indoor air quality.
- Support: Adequate power, phone and network.
- Flexible: Able to respond to changing needs.
- Efficient: Low energy use, low maintenance and operating costs.

HEATING PLANT

- Existing building in very poor condition.
- Medium pressure steam boilers and support equipment in poor to very poor condition.
- Steam not needed in projected development.
- Boiler efficiency is in the mid 50's to low 60's.
- Service life is at an end.
- Recommend replacing the steam plant with hot water.
- Hot water heat more controllable, easier to maintain.
- Hot water boiler efficiencies range from high 80's to low 90's.
- Existing steam heating systems not compatible with hot water.

1904 BUILDING

HIGH LEVEL REHAB

- Improve thermal envelope.
- Use hot water and chilled water.
- Variable Air Volume (VAV) system with terminal reheat coils (new ducts in attic and basement).
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses known infrastructure problems
- Maximum comfort.
- Productive environment.
- Best use of energy.
- Lowest ownership cost.

Con's

- Highest first cost.

MID LEVEL REHAB

- Improve thermal envelope.
- Four-pipe fan coil systems (hot water / chilled water).
- 100% outside air systems (hot water / chilled water).
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses known infrastructure problems.
- Reasonable comfort.
- Adequate environment.
- Less costly.

Con's

- Noisier.
- Need to run chiller in the winter.
- Higher energy use.
- Higher ownership costs.

LOW LEVEL REHAB

- Hot water perimeter heat.
- Window air conditioners.
- 100% outside air systems (gas-fired, direct expansion).
- Electric controls with some digital.

Pro's

- Addresses known code violations.
- Addresses known infrastructure problems.
- Least costly.

Con's

- Less than ideal comfort levels.
- Noisiest.
- High energy costs.
- Higher ownership costs

1941 / 43 ANNEX BUILDING

HIGH LEVEL REHAB

- Improve thermal envelope.
- Use hot water and chilled water.
- VAV / reheat systems (fit?).
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses known infrastructure problems.
- Maximum comfort.
- Productive environment.
- Best use of energy.
- Lowest ownership costs.

Con's

- Highest first cost.

MID-LEVEL REHAB

- Improve thermal envelope.
- Four-pipe fan coil systems (hot water / chilled water).
- 100% outside air system (hot water / chilled water).
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses infrastructure problems.
- Reasonable comfort.
- Adequate environment.
- Less costly.

Con's

- Need to run chiller in winter.
- Higher energy cost.
- Higher ownership costs.

LOW LEVEL REHAB

- Hot water perimeter heat.
- Window air conditioners.
- 100% outside air system (gas-fired, direct expansion)
- Electric controls with some digital.

Pro's

- Addresses known code violations.
- Addresses infrastructure problems.
- Least costly.

Con's

- Less than ideal comfort levels.
- Noisy.
- Higher energy costs.
- Higher ownership costs.

1971 BUILDING

HIGH LEVEL REHAB

- Move insulation from ceiling to roof.
- Use hot water / chilled water.
- New VAV / reheat systems in the attic.
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses known infrastructure problems.
- Maximum comfort.
- Productive environment.
- Best use of energy.
- Lowest ownership costs.

Con's

- Highest first cost.

MID-LEVEL REHAB

- Move insulation from ceiling to roof.
- Four-pipe fan coil systems (hot water / chilled water) use existing hot water piping.
- 100% outside air systems (hot water / chilled water).
- Digital controls.

Pro's

- Addresses known code violations.
- Addresses some infrastructure problems.
- Reasonable comfort.
- Adequate environment.
- Less costly.

Con's

- Relies on existing equipment known to be at the end of its useful life.
- Relies on underfloor piping known to be in poor condition.
- Need to run chiller in the winter.
- Higher energy use.
- Higher ownership costs.

Low Level Rehab

- Retain two-pipe fan coil system.
- Revise existing ventilation systems.
- Direct expansion "spot" cooling.
- Electric controls with some digital.

Pro's

- Addresses known code violations.
- Least costly.

Con's

- Poor (unacceptable) comfort levels.
- Relies on existing underfloor piping known to be in poor condition.
- Relies on existing equipment known to be at the end of its useful life.
- Need to provide supplemental mechanical cooling for winter operation.
- Marginal office environment.
- High energy use.
- Highest ownership costs.

SITE ANALYSIS - See Graphic

**FUNCTIONAL RELATIONSHIP
DIAGRAM** - See Graphic

SITE FRAMEWORK PLAN - See Graphic

LEGEND

AGENCY/OCCUPANT NAME	COLOR CODE
Best Interest of Children/Talks Mentoring	
C-U Public Health District	
Champaign County Coroner	
Children's Advocacy Center	
County Clerk Election Building	
DSC Family Development Center	
Large Shared Meeting Room	
Mental Health Board	
Prairie Center	
Urbana After School Program	
Woman's Fund	

BUILDING CONCEPT ALTERNATE #1

AGENCY/OCCUPANT NAME	PROGRAM AREA GSF	DELIVERED AREA GSF	NOTES
Best Interest of Children/Talks Mentoring	4,060	3,700	
C-U Public Health District	31,370	27,100	
Champaign County Coroner	7,800	6,190	
Children's Advocacy Center	4,500	4,560	
County Clerk Election Building	1,600	1,600	
DSC Family Development Center	7,610	8,000	
Shared Meeting Room	1,000	1,000	New Construction
Mental Health Board	1,700	1,730	
Prairie Center	40,000	35,000	
Urbana After School Program	3,460	3,850	
Woman's Fund	TBD	-0-	
TOTAL	103,160	92,730	

BUILDING CONCEPT ALTERNATE #2

AGENCY/OCCUPANT NAME	PROGRAM AREA GSF	DELIVERED AREA GSF	NOTES
Best Interest of Children/Talks Mentoring	4,060	6,500	
C-U Public Health District	31,370	32,390	
Champaign County Coroner	7,800	7,900	
Children's Advocacy Center	4,500	4,560	
County Clerk Election Building	1,600	1,600	
DSC Family Development Center	7,610	8,000	
Shared Meeting Room	1,000	1,730	
Mental Health Board	1,700	2,340	
Prairie Center	40,000	-0-	
Urbana After School Program	3,460	4,450	
Woman's Fund	TBD	3,680	
TOTAL	103,160	73,150	2nd Flr. Main Bldg. Avail.

BUILDING CONCEPT ALTERNATE #3

AGENCY/OCCUPANT NAME	PROGRAM AREA GSF	DELIVERED AREA GSF	NOTES
Best Interest of Children/Talks Mentoring	4,060	6,500	
C-U Public Health District	31,370	-0-	
Champaign County Coroner	7,800	5,100	
Children's Advocacy Center	4,500	4,560	
County Clerk Election Building	1,600	1,600	
DSC Family Development Center	7,610	8,000	
Shared Meeting Room	1,000	1,000	New Construction
Mental Health Board	1,700	2,340	
Prairie Center	40,000	40,000	
Urbana After School Program	3,460	4,500	
Woman's Fund	TBD	3,680	
TOTAL	103,160	77,330	2nd Flr. Main Bldg. Avail.

QUESTIONS & "PRELIMINARY" ANSWERS:

1. **Would it be more in the county's best interest to sell the building, or to keep the building and rent it to prospective tenants?** Are there any buyers for the property as is and what is the value? This is a County analysis and decision. Giving up the ground seems like it would conflict with the whole "government center" idea currently being pursued by the County. It would conflict with those ideas that involve efficiencies arising out of the close proximity of facilities and operations. The County would no longer control ground immediately adjacent to its campus. Whether the existing CCNH is reused or not, the ground seems like it would be valuable for the County's long term growth.
2. **If the county were to sell the building, what improvements would we be expected to make or should we make prior to sale?** As little as possible, if there is a willing buyer.
3. **If the county were to lease the building, what improvements would we be expected to make for our prospective tenants?** Significant mechanical improvements with other general work improvements variable depending upon the tenant program requirements and amount of any deferred maintenance determined to be included in any rehabilitation. More exact answer will flow out of the study.
4. **Of the organizations listed in your note, I know that the Champaign-Urbana Public Health District would like to buy the building. What is the nature of the interest of the other organizations, aside from the Advocacy Center--are they interested in purchase, or interested in being tenants? In either event, do you have any idea as to whether the prospective buyers have the actual financial wherewithal to make the purchase?** Generally speaking, we would think that the majority of the agencies that have interest in this project would consider themselves as tenants. Although both of the large agencies, CUPHD and Prairie Center, have looked at consolidating multiple locations and "owning" their own new facility, leasing may still be an option.

Because the County is a "not-for-profit" organization, it would seem that any lease terms would be commensurate with retiring debt on any tenant improvements and paying for ongoing operational costs including maintenance. In other words, about the same costs they'd incur if they'd bought a property except they don't have to physically buy it – the County already bought it years ago.

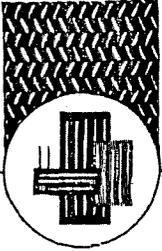
5. **It appears to me that your space calculation includes the original portion of the nursing home, as well as the 1971 addition. It was my understanding that the original portion wasn't really habitable, and would be most appropriately used for storage only. Am I correct that your space calculation entails the entire space? If so, is it realistic financially or by code to expect the original portion of the nursing home can be used for anything but storage?** Yes, calculations include the original portion of the facility. The occupancy requirements are dramatically different for a nursing home than for office use. We believe the first and second floors of the original building can be made suitable for office occupancy. Costs and any code issues will flow out of the study. "People" occupancy of the original basement should not be considered.
6. **There are definitely some incompatible users in your note, and definitely no room for growth if all of them were to be housed there. It is also my understanding that the Public Health District is concerned as to whether they can legally rent any of their space to other tenants if they purchase the building. Have we given any thought to selling different portions of the building to different users, almost in the nature of treating the building as a condo development? Going "condo" presents tremendous challenges (and costs) in terms of separating systems and utilities. Currently, there are a number of single systems serving the entire complex including sprinkler, power, heating domestic water. Utilities would run through the properties of different owners. There would be utility metering problems.**
7. **What is the realistic timetable to make whatever improvements are necessary to sell or tenant the building?** It is too early to establish a "realistic" schedule for this work as there are many unknowns regarding tenant commitments and the scope of remodeling work to be accomplished. Will all the work be done at once or phased over time? Based on a set of assumptions regarding the tenants and the scope of work, an estimated time frame for design and construction activities can be generated.

8. What would have to be done to provide the parking you have discussed in your note--in other words, would we have to perform a traffic study or anything of that sort before laying out the parking? What would such a study cost if we have to perform it? We think that the needed parking can be designed and developed on the site. However, it will be necessary to resolve any conflicts between the vehicular traffic generated by the reuse of the nursing home and the traffic generated by the Fleet Maintenance facility. Also, the storm water associated with any new parking development will have to be detained in some way.

9. What would be the cost of providing the parking you have discussed in your note? How long would it take to make that happen? This information will flow out of the study.

10. Are the uses contemplated for the building in conflict with the uses performed by the county or the Urbana Park District in this east campus area? Not with the Park District but see item 8 above.

11. Are the uses contemplated for the building in conflict with the Scottswood Drainage District project we are going to have in this east campus area? No we don't think so.

THE RATERMAN GROUP, LTD.*Environmental Hazard Consultants*

January 20, 2006

Mr. Denny Inman
County Administrator
Brookens Administrative Center
Urbana, Illinois 61802

Dear Mr. Inman:

Mold remediation was conducted October 3 through November 30, 2005 at the Champaign County Nursing Home which is currently under construction. Trained mold remediation workers removed contamination from the facility in accordance with remediation specifications which incorporated EPA, OSHA and other accepted guidelines. Visible, accessible mold was removed from wood framing members and the interior side of the wall sheathing in Wings 1 and 3, partial height wall studs in Wing 4, and roof underlayment and roof framing members in the attics and soffit of Wings 1, 2 and 3. The remediation included activities designed to dry out affected building materials so they will not support microbial growth, and seal coating the remediated surfaces.

During the remediation work, engineering controls including isolation barriers, negative pressure, dust suppression and filtration, HEPA vacuuming, and humidity control were utilized to control the spread of mold spores.

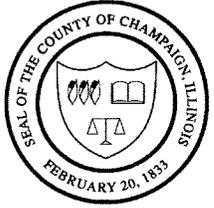
Subsequent to mold removal, The Raterman Group, Ltd. performed detailed visual inspections in each work area and collected surface and air samples to ensure that mold remediation efforts had been successful. No visible mold remained in accessible areas. Fungal air samples collected in Wings 1, 2 and 3 and the Core area indicated that concentration of mold was comparable or lower than that which was outdoors at the same time period.

Details of the sampling and analytical methodologies will be included in the comprehensive project management report which will be issued by The Raterman Group, Ltd.

Sincerely,

A handwritten signature in cursive script that reads "Susan M. Raterman". The signature is written in dark ink and is positioned above the printed name and title.

Susan M. Raterman, CHH
President



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

COUNTY FACILITIES COMMITTEE - 2006 MEETING SCHEDULE & PROPOSED LOCATIONS

January 24, 2006

MONTH	DATE	LOCATION	MONTH	DATE	LOCATION
<u>January</u>	10 & 24	Brookens	<u>July</u>	11th	Courthouse/Clock
<u>February</u>	7th	New CCNH	<u>August</u>	8th	CAC
<u>March</u>	7th	Current CCNH	<u>September</u>	5th	EMERGENCY OPERATIONS CENTER
<u>April</u>	4th	Animal Services	<u>October</u>	3rd	JDC
<u>May</u>	2nd	Correctional Center	<u>November</u>	14th	Brookens
<u>June</u>	6th	Satellite Jail			