

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

County Facilities

January 9, 2007 – 7:00 p.m.

Lyle Shield Meeting Room, Brookens Administrative Center

MEMBERS PRESENT: Beckett (Chair), Betz, Cowart, James, Jay, McGinty, Sapp, Weibel

MEMBERS ABSENT: Bensyl

OTHERS PRESENT: Denny Inman, Deb Busey, Susan McGrath, Alan Reinhart, Carrie Melin, Mark Shelden, Duane Northrup, John Dimit, Curt Deedrich, John Hall

Call to Order

Chair Beckett called the meeting to order at 7:00 p.m.

Approval of Agenda

MOTION by Sapp to approve the agenda; seconded by Weibel. **Motion carried.**

Approval of Minutes – October 3, 2006, November 14, 2006, November 21, 2006

MOTION by Jay to approve the minutes of October 3, 2006, November 14, 2006 and November 21, 2006 as presented; seconded by James. **Motion carried.**

Public Participation

There was no public participation.

Fleet Maintenance/Highway Facility

BLDD Invoice #128403

MOTION by Jay to recommend County Board approval of Invoice #128403 from BLDD in the amount of \$6,300.00 for professional services rendered through December 1, 2006 for construction administration, per agreement dated July 2005; seconded by Betz. **Motion carried.**

Berns, Clancy & Associates Statement #5

MOTION by James to recommend County Board approval of Statement #5 from Berns, Clancy & Associates in the amount of \$1,603.95 for professional services rendered in July 2006 for construction staking of the new fleet maintenance facility site; seconded by Weibel. **Motion carried.**

Champaign County Nursing Home Construction Project Pay Request's

Ms. Cowart arrived at 7:02 p.m.

PKD Incorporated Pay Request #47

MOTION by Weibel to recommend County Board approval of Pay Request #47 from PKD, Incorporated in the amount of \$33,568 for professional services provided through December 20, 2006 per agreement dated February 2003 (\$431 – Reimbursable; \$33,137 – General Conditions & Change Orders 1, 2 & 3); seconded by Sapp.

Mr. Beckett stated until the building is open we will continue to have general conditions costs for the operation.

Motion carried.

GHR Engineers & Associates, Inc. Invoice #0015886

MOTION by Betz to recommend County Board approval of Invoice #0015886 from GHR Engineers & Associates, Inc. in the amount of \$6,319.00 for professional services provided through December 2, 2006 per agreement dated June 2006; seconded by James. **Motion carried.**

Duane Morris Pay Requests

Mr. Beckett explained he has been reviewing these invoices since November. The outstanding total is \$120,000 and, after discussions with the firm, they have agreed to accept \$88,000 taking into account we have been a good client. Accepting this would bring to an end another issue with the nursing home. He explained that we will get at least one more bill from this firm for their work with the Illinois Health Facilities Planning Board.

MOTION by Sapp to recommend County Board approval of the Duane Morris invoices in the amount of \$88,563.41 in full satisfaction of all invoices through December 2006; seconded by Betz.

Motion carried.

Alliance Environmental Group, Inc. Invoice #1630

MOTION by Weibel to recommend County Board approval of the Alliance Environmental Group, Inc. Invoice #1630 in the amount of \$2,002.50 for legal assistance services with Phebus & Koester during the period September 26, 2006 through October 23, 2006; seconded by Cowart. **Motion carried.**

Bennett Electronic Services Company, Inc. Invoice #13135

MOTION by James to recommend County Board approval of the Bennet Electronic Services Company, Inc. Invoice #13135 in the amount of \$4,000 for the removal of electronic nurse's stations during mold remediation process; seconded by Jay.

Mr. Beckett explained that the committee had set a drop dead date of March 10, 2006 for all contractors, who had done mold remediation services, to get their invoices in for payment. 99% of contractors did get their invoices in on time, Bennett did not claiming they were not aware there was such a date because they had moved and their mail wasn't forwarded. He stated they meant that date when they set it and he doesn't feel Bennett is entitled to be paid.

Mr. Betz asked if there is any cause of action against us if we don't pay the invoice. Mr. Inman explained this was additional work based on mold remediation and he pointed out that not only did we send out notices but we also mentioned the date at every contractors meeting. Ms. McGrath stated her only issue is that the bill states it is 60 days overdue and asked if they had sent one prior. Mr. Inman explained they had not.

Motion carried with a 5/3 roll call vote. Voting yes were Cowart, James, Jay, Sapp and Weibel. Voting no were Beckett, Betz and McGinty.

Requests for Reduction in Retainage

Bid Item 8 – General Trades Contractor – Otto Baum
Reduction in Retainage from 5% down to 2.5%

Bid Item 14 – Plumbing – McWilliams Mechanical – Reduction
In Retainage from 2.5% down to 1%

Bid Item 17 – Electrical/Electrical System – Coleman Electric:
Reduction in retainage from 2.5% down to 1%

County Administrator Recommendation

Mr. Inman reminded the committee that we are in litigation with Otto Baum and he does not recommend approving their request.

MOTION by Betz to recommend County Board approval of the McWilliams Mechanical and Coleman Electric requests for reduction in retainage; seconded by Weibel. **Motion carried.**

Request for Investigative & Forensic Services at new CCNH site Berns Clancy proposal

Mr. Beckett stated Mr. Phebus would like this item deferred.

Committee Information – County Administrator Update – HVAC Issue

Mr. Inman stated the retrofit of the air handling units was completed in November. All records were incorporated into the compliance package that was sent to IDPH and the HVAC system, as of today, seems to be running satisfactory. He stated he has not seen any up to date financial information but the original estimate was 1 million dollars and we are currently at \$969,000 with the HVAC portion at \$700,000. He stated he believes we will not exceed 1 million dollars.

Update – Nursing Home Permit Renewal

Mr. Inman reported that the project team of Mr. Weibel, Mr. Dorsey, Mr. Gleason, Mr. Buffenbarger, Mr. Bilimoria, representatives from Raterman Group and himself, went to Chicago to meet with the Health Facilities Planning Board.

The meeting was to act on the County's request to extend the permit to mid 2007. The planning board chair decided that the County Board's request for alteration and permit renewal were not in compliance with board rules enacted in September 2006. He explained he and Mr. Beckett had attended a meeting on August 2, 2006 where they were told that new rules were not pending and if any were passed, they would not to be put on the county. He explained they were surprised when it was rejected. When the planning board chair pointed out our non-compliance issue, Mr. Bilimoria explained that the county had done everything IDPH staff had requested according to the rules. All of that led to discussion during our hearing and allowed our team to address all the incorrect statements that would have gone on the record; the board approved our permit and, dated January 2nd, we received the renewal permit. He explained that he stayed one extra day to attend a meeting where the board addressed non-compliance issues at which they decided their legal council would review the case and decide on any fines.

Update – Litigation

Mr. Inman reported that Otto Baum and Farnsworth Group have agreed to participate in joint mediation and it will take place in Urbana in the spring and we will have to decide how the County Board wants to represent itself. He reported that IDPH was here on December 19th and their initial response came in on December 21st with 18 issues outlined by their team. They had two major items: the dry sprinkler system and the fire dampers. He explained that IDPH requires water to reach the farthest point in the facility in 60 seconds, we tested and it took 90 seconds. The contractor has installed an exhauster, a pre-approved IDPH device that will boost the water through the system to meet the 60 second criteria. He explained the installation of the fire dampers was done with wood and drywall and metal. IDPH looked at it and didn't recognize it so decided it wasn't right. They told us if we could get a letter from the manufacturer they would consider it, we received that letter today and it will be forwarded to IDPH. IDPH will be requested to be back the week of January 22nd.

Brookens Administrative Center

Remodel Project – Support Enforcement/Supervisor of Assessments/Planning & Zoning/RPC

Regional Planning Commission

Mr. Inman reminded the committee that in August of 2005 they and the County Board approved the remodeling plan for Brookens. The project is based on a domino effect and they have already completed the first phases of the project.

The next step would be to move administrative services purchasing department into the vacated animal control space and move support enforcement into the vacated purchasing area. They would then move the Supervisor of Assessments office to the old support enforcement area which is the phase that would require significant remodeling. After that move, Planning & Zoning would relocate to the vacated Supervisor of Assessments space.

He explained that between June and October 2006 the County Clerk's space remodel was approved and completed. The original plan shows what was to be done to accommodate early voting and in order to proceed with this plan we are going to have to renovate the departments break room or find another space because purchasing will take up all the old animal control space. In November 2007 the County Board voted to include funds for the remodeling projects into the 2007 budget and to date we have expended \$20,000 in completing the items that are done. Due to the nursing home project and others, these projects are way behind schedule. He recommends the committee concur with the original work plan and direct the work be completed by April 2007 with the Supervisor of Maintenance working with the County Clerk in either renovating the departments break room or identifying off-site storage space.

Mr. James asked about funds coming in to help with the remodeling of the Clerk's office. Mr. Sheldon stated his requests are still in Washington D.C. waiting on the election assistance commission who is still reviewing them.

Mr. Jay asked if there are any of these offices who are unable to operate because of the space issues they have, because he feels we are putting pressure on the corporate fund and pointed out that we are not able to do everything we are asked to do. Mr. Dimit explained that when they agreed, 18 months ago, that Planning & Zoning would no longer be a part of RPC, they agreed to a plan that would help everyone and they were to have access to that space by April of 2006; Planning & Zoning is still in that space. He stated that they pay us rent for that space and RPC extended a loan to the County of 1.15 million and that is being paid back over a 20 year period. For them to be able to pay the rent they need to make excellent use of their space, since the split with Planning & Zoning they have tried to create enough activity to generate the revenue to pay the rent. They received an unexpected increase with the lighting program but they are the last domino in the plan and they are the department that is pushing because they want their space back. He pointed out that they are not asking for additional space.

Mr. Deedrich stated he and his staff are satisfied with where they are but could use more space, he agrees the real estate wing does make sense. Mr. Hall stated they have adequate space for his current staff but the new traffic in the RPC lobby is huge and if that was happening during their busy time of year it would be a problem.

Ms. Busey stated what has been presented, which was originally approved, is budgeted in the FY 2007 budget and as long as these estimates stay close to true, \$55,000 is the amount they have approved. She stated it is important that RPC get their space back explaining that through our agreement they are only paying 50% of the rent this year, and through the point in time 6 months after Planning and Zoning moves out, for 6,000 square feet of space; general corporate will be regenerating the rent after they move out.

Mr. Jay stated this seems like a lot of work for \$55,000 and asked what we will do if we go over the budget. Mr. Reinhart stated there is no structural work and the majority of it, in two of the three large areas to work on, includes painting and carpet. The majority of the money will be spent on the build out for the Supervisor of Assessments area where they plan on using minority contractors for the majority of that work. When asked if we would need an A/E contract for any of this work, Mr. Inman stated we would not.

Mr. Sheldon explained that they can survive without more space but it will be a problem. In creating the new early voting space, they significantly reduced working space in his office. They are hoping, and he has talked to Alan about possibly taking over some of the space that was the previous animal control area trying to create more work space for his office. He stated they are already crammed and are using their break room area for conferencing.

Mr. Dimit stated they really have a need to have their space freed up by April 2007 to be in a position to know if the lighting program will remain with them. They have an extensive amount of growth in all areas and they are in a position where they will have 10 additional staff people by March first which is what drives the need to move quickly. He explained they also have a need for a large conference room. He is willing to think of different things that might be possible and they are willing to participate in costs connected to making their space more workable, they will buy the materials if the county will supply the labor. He stated his needs are immediate.

MOTION by Sapp to accept option A, proceed with original plan as adopted by the Champaign County Board on August 18, 2005 and add ten (10) offices to the original scope of work upon resolution of funding issues; seconded by James. **Motion carried.**

Mr. Weibel asked how this will affect the other remodels. Mr. Dimit explained that adding those offices is internal to their space and the only outstanding issue would be the large conference room. Mr. Hall stated ZBA needs a conference room and they are willing to work with RPC. Mr. Beckett stated they will have to come back with more funding details and he reminded the committee that as of now, there is no reuse plan for the nursing home and there are still people who need space.

He stated they have received the costs for mothballing the building, from the IGW study, and reminded them that the cost for replacing the heating system changes the entire picture of the commercial utilization of that space. Mr. Inman stated he has requested Mr. Glerum and Mr. Gleason to come up with a plan of cost for mothballing. Mr. Beckett stated the reuse issue will be back on the table and asked for any ideas. They need to remember the coroner needs space but they need to concentrate on the April 1 projects.

Mr. Sheldon asked if it is possible, when talking about that heating system, for the building to be maintained in sections. Mr. James stated he doesn't believe that is possible, based on the information they have received and he stated we need to proceed cautiously. Mr. Sheldon stated he is looking for election space and right now he is cramped and renting space for that equipment, they also have some amount of money from the insurance settlement from the destruction of the election building that can be used for some of the other costs.

Historical Perspective

Addressed above

Remodel Project – County Clerk IGW Architecture Invoice #5

MOTION by Jay to recommend County Board approval of IGW Architecture Invoice #5 in the amount of \$170.00 for professional services rendered in the design of County Clerk election space, service period is October 28, 2006 – November 24, 2006; seconded by James. **Motion carried.**

Storage Build Out

Item addressed

Remodel Funding Issue

Item addressed

Committee Action

Chair's Report/Issues

There were no issues.

2007 Meeting Schedule

Mr. Beckett reminded the committee they meet the first Tuesday following the first Monday of every month and he will work on a location schedule.

Solicit Department space needs

Mr. Beckett explained he asked Ms. Busey to mention this at the department heads meeting, indicating the Facilities committee is interested in space needs issues.

Committee members issues to be addressed

Mr. Beckett informed the committee that if anyone has an issue to be addressed, they should bring it to his attention and he will place it on the agenda.

Re-appointment of Stan James & Lorraine Cowart to the professional services negotiation sub-committee for the exterior masonry project

MOTION by Betz to approve the re-appointment of Stan James and Lorraine Cowart to the professional services negotiation sub-committee for the exterior masonry project; seconded by Jay.

Ms. McGrath stated they are reviewing our contracts as they come up with the overriding concerns being that we examine any clauses that deal with mediation or arbitration and we look at additional fees and costs that go above and beyond the actual contract price. She believes they have been able to successfully address both those issues in the contractor portion of this contract.

Mr. Jay stated he appreciates those efforts and asked where we are with this contract. Mr. Beckett explained the subcommittee had a preliminary meeting and they stopped because of the issues Ms. McGrath stated as well as some performance schedule issues because a lot of work has already been done. He hopes we can finalize that contract before the January Board meeting.

Motion carried.

Physical Plant Reports Monthly Reports

Mr. Reinhart explained they have added new information to these reports for the committee to review.

Capital Project for FY 2006

Mr. Reinhart stated this report is for the committee's information.

Other Business **Communication**

Inter-Committee

Mr. Beckett stated he and Mr. Bensyl have discussed this and because everyone has email, communication between meetings will be done that way. Mr. James stated he is very bad about checking his email and would prefer phone calls.

County Administrator

Mr. Inman stated he is looking for what is the best way to get information from him, to the committee, such as updates. Mr. James stated he is fine with the information coming from Mr. Beckett and Mr. Bensyl.

Request for special meeting on January 25, 2007 to address Architectural Services contract for Courthouse Exterior Masonry Project

Committee consensus to hold a special Facilities meeting on January 25, 2007, before the full board meeting, if there is a contract to consider.

New Business

Mr. Sapp stated for \$900,000 they could demo the building and we don't have the money to do that. Looking at the options the next would be demo and building for the needs we have. As they move forward he stated he doesn't want us to spend a lot of money.

Consent agenda Items

Committee consensus to include items V A, B; VI A, B, D and VII B 1 on the County Board consent Agenda.

Adjournment

Chair Beckett declared the meeting adjourned at 8:49 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary