



Champaign County Board Facilities Committee
County of Champaign, Urbana, Illinois

MINUTES – Approved 6/3/2014

DATE: Tuesday, May 6, 2014
TIME: 6:00 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

Present	Absent
Stan James (Chair)	
James Quisenberry (Vice Chair)	
Josh Hartke	
	Jeff Kibler
	Gary Maxwell
Giraldo Rosales	
Rachel Schwartz	

County Staff: Dana Brenner (Facilities Director), Deb Busey (County Administrator), Van Anderson (Deputy County Administrator of Finance), Linda Lane (Recording Secretary)

Others Present: Patti Petrie (Champaign Co Board), members of the public

MINUTES

I. Call to Order

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

II. Roll Call

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

III. Approval of Minutes

A. April 16, 2014

MOTION by Mr. Hartke to approve the minutes of the April 16, 2014 meeting as distributed; seconded by Mr. Rosales. Upon vote, the **MOTION CARRIED unanimously**.

IV. Approval of Agenda

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

V. Public Participation

James Kilgore expressed concern that there is haste to build. He urged the committee to look at things happening around the country regarding mental health and how jails are becoming places where social services are being relocated. He would like the committee to look at alternatives, temporary solutions, use of existing facilities, and other ways to save money.

VI. Communications

None

Mr. Quisenberry entered at 6:05pm.

VII. Facilities Director's Report

A. Approval of Award of Contract for the Brookens Administrative Center Chiller Project

Mr. Brenner referred to a detailed sheet regarding the chiller bids. He noted that two bidders were rejected due lack of submittals requested in the bid. He commented that the estimate this facility had received in the past was \$159,000 per chiller. A&R Mechanical's bid came in at \$180,000 for both chillers, including electrical upgrade and replacing piping with new insulations. Mr. Hartke asked if that was the second addition. Mr. Brenner replied they had asked for clarification of total proposal and that A&R included the electrical in their base bid.

MOTION by Mr. James to approve award of contract to A&R Mechanical for \$180,000; seconded by Mr. Quisenberry.

Mr. Quisenberry wanted to know what the \$34,860 listed as an exception is. Mr. Brenner said it is for additional wiring, at the County's request, to run to the opposite end of the building. He noted that A&R and another vendor stated they can use the existing wiring but will install new breakers. Mr. Quisenberry asked for confirmation that they would not be using the \$34,860. Mr. Brenner responded that was correct.

Ms. Petrie asked why not use Davis-Houk. Mr. Brenner replied it was due to price. Their bid was higher when the base and alternate two were added together. Ms. Petrie felt it wasn't comparing apples to apples because if A&R is chosen there is an additional roughly \$35,000. Mr. Brenner stated they will not be doing the additional work for \$34,000, only the work at \$180,000.

Mr. Hartke inquired about the \$11,520 reduction and wanted to know if we could do that maintenance. Mr. Brenner said yes. He stated that this item was not in the bid documents and would be unfair to accept. He commented that A&R will be installing these and will be under warranty for at least a year; they will let A&R do the work for the first year. He explained that our people do have the expertise and knowledge to maintain. Mr. James stated that for equipment this big the warranty usually covers the mechanicals and the labor for the first year. Mr. Brenner replied that he hadn't seen any documentation regarding that, but also said that the manufacturer should have a warranty.

Mr. Rosales asked if there are any hidden costs beyond the \$180,000, and if they are energy efficient chillers. Mr. Brenner responded that all chillers meet DECO standards and qualify for a grant of up to \$19,000. Mr. Rosales asked if the chillers had their own automated thermostats. Mr. Brenner said no but that it will not keep them from being able to look at a building automation system. Mr. Rosales asked if it would have been better to do that as an RFP now. Mr. Brenner answered that this can be added at a later time. He noted that the new chillers will save energy rather than just replacing the condensers. He stated that the air handlers are original to the building and will need to be replaced at some point. Mr. Brenner said they need to prioritize the list of things that needs to be done.

Ms. Petrie asked if it were possible to enclose the chillers so they weren't exposed to weather 24/7. Mr. Brenner said they need to be outside to get sufficient air and be able to exhaust out the top. He agreed that they need to improve the safety and protection, but the chillers aren't designed to be enclosed.

Upon vote, the **MOTION CARRIED unanimously.**

B. Review FY14 Capital Asset Replacement – Budget Highlights

Mr. Brenner referred to the capital asset replacement fund sheet provided with the agenda and noted that the first two items have been addressed. He stated he would like to re-evaluate the list. He noted that some items on the list aren't emergencies and can wait a little longer. Mr. Brenner would like to see if some items have been left off the list that may need attention sooner. He felt some items could be delayed and the list should be reprioritized.

Mr. Quisenberry commented that he would like to look into a generator for short term use. He noted that have been told for years by the auditors that they are at high risk, especially with regard to IT and not having a disaster plan. Mr. Brenner stated they had reached out to GHR for an IT UPS system that would give two hours of run time and would ask them about a generator as well. Mr. Quisenberry suggested looking at what it would take to keep operations going for a limited time. Mr. Brenner said they will look at some generators in the near future for the Coroner's office and Animal control, but that IT is a high priority right now.

Mr. James commented that it has been put off and talked about for some time, but if buildings aren't maintained along the way it costs more later. He asked if they have outside inspections of the water heaters. Mr. Brenner replied not to his knowledge. Mr. James wants to make sure they aren't just cutting the budget and putting it somewhere else if it's needed. Mr. Quisenberry noted that the list is of items that were thought to be about to break. He said he appreciates Mr. Brenner's efforts in revisiting this issue.

C. *Update on the pending ILEAS demolition*

Mr. Brenner stated the purchase order for the demolition was issued today and he has asked for a pre-demolition meeting. He noted that there were several items that PACA was able to take out of the building.

D. *Update on Courthouse Clock Tower LED Lighting Project*

Mr. Brenner stated that they had tested LED lighting on the exterior of the clock tower and have settled on fixtures. He intends to get the final numbers to the Clock Tower Committee and hopes to begin installation in June.

E. *Update on Illinois Green Business Association Project*

Mr. Brenner reported that the green team completed their second meeting. He noted that within the next month they will pass information around the building. He stated that IGBW will then come in and do a physical building assessment.

Mr. Brenner updated the committee on the tuck pointing and expansion joint project at the Courthouse. He stated that they finished the tuck pointing of original building. He noted there is no tuck pointing on the new building, just expansion joints cut in and sealed. He noted that the seal is good for 10 years. Mr. Quisenberry asked if there were any surprises that weren't anticipated that need repair. Mr. Brenner replied that there were no surprises.

Mr. Quisenberry wanted to revisit the parking lot issue and said it is clearly failing. Mr. Brenner said he has a company scheduled to come in for an estimate. He noted that he has a meeting with Jeff Blue from Highway about resealing. Mr. Quisenberry thought they had previously authorized money for that. Ms. Busey said they had, it wasn't spent, and was not re-encumbered. Ms. Petrie asked for more of a description relating to the parking area. Mr. Brenner said that some places will need to be taken down to the gravel, but they are looking at mostly patching and resealing now. Mr. Quisenberry asked if they can use a permeable material in the cut out area or if they need to stick with what is there. Mr. Brenner responded that the cut areas aren't going to be that large and it's best to stay with the material already there.

VIII. Other Business

None

IX. Chair's Report

A. Mr. James stated that he would like to amend the 2014 calendar of meetings to change the start time to 6:00 pm for the Facility Committee meetings beginning in July. Mr. Quisenberry asked if it would be just for the summer or the rest of the year. Ms. Busey stated that they can change the schedule for July through November.

MOTION by Mr. Hartke to move the July through November meetings to 6:00pm; seconded by Mr. Rosales. Upon vote, the **MOTION CARRIED unanimously.**

B. June 3, 2014 meeting will be at 6:30 pm in the Lyle Shields meeting room.

C. Facility Tours: Mr. Brenner asked for everyone to meet on June 3, 2014 at 5:15 at the loading dock off of Elm Street. He felt that having the meeting at Brookens after the tour was better than keeping Sheriff staff after hours. Mr. James asked if there would be some Courthouse staff available for the tour. Mr. Brenner said yes.

X. Designation of Items to be Placed on the Consent Agenda

VII A

XI. Adjournment

There being no further business, Mr. James adjourned the meeting at 6:53 p.m.