



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

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, August 2, 2016
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

Present: Gary Maxwell (Chair), Jack Anderson, Josh Hartke, James Quisenberry, Giraldo Rosales,
Absent: Jon Rector, Rachel Schwartz

County Staff: Dana Brenner (Facilities Director), Rick Snider (County Administrator), Linda Lane
(Administrative Assistant)

Others Present: Patsi Petrie (County Board Chair), Chris Alix (County Board Member)

MINUTES

I. Call to Order

Committee Chair Maxwell called the meeting to order at 6:32 p.m.

II. Roll Call

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

III. Approval of Agenda

MOTION by Mr. Rosales to approve the agenda; seconded by Mr. Quisenberry. Upon vote, the **Motion Carried Unanimously**.

IV. Approval of Minutes – June 7, 2016

MOTION by Mr. Anderson to approve the minutes of the June 7, 2016 meeting; seconded by Mr. Quisenberry. Mr. Quisenberry noted that Mr. Hartke left just before the discussion to cancel the July meeting and the vote was not unanimous. He suggested the minutes should be amended to correct that. Upon vote, the **Motion Carried Unanimously** to approve the minutes as amended.

V. Public Participation

None

VI. Communications

None

VII. Approval of Contract for the ITB #2016-005 ADA Compliance Exterior Concrete and Asphalt Work

Mr. Brenner reported that bids were opened Thursday and said it was late Monday before he received the final recommendations from Bailey Edward and Berns Clancy. He stated that nine companies were contacted to provide bids. He said that five bids were received with Schomburg & Schomburg being the low bidder at \$82,219. Mr. Brenner commented that the high bid came in at \$187,100. He noted there is a significant difference between the high and low bids, as well as significant difference between the low bid and next lowest bid. He said both professional partners contacted the two low bidders to make sure they understood the scope and were comfortable with their bids. He referenced the handout memo from Bailey Edward that recommends awarding the contract to Schomburg & Schomburg. He said that his memo also recommends awarding the contract to them. Mr. Brenner noted that he and both professional

partners feel very positive with this contractor and comfortable with their ability to get this work done at this price. **MOTION** by Mr. Quisenberry to approve acceptance of the bid from Schomburg & Schomburg in the amount of \$82,219 for ITB 2016-005 for ADA compliance of exterior concrete and asphalt work; seconded by Mr. Hartke. Upon vote, the **Motion Carried Unanimously**.

Mr. Quisenberry commented that it looks like the bid is half of what was expected. Mr. Brenner said that is correct. Mr. Quisenberry noted that it's great news. Mr. Brenner said it was forecasted at \$170,000 by both Bailey Edward and Berns Clancy. He noted they lowered the scope during the process at the Courthouse, resulting in a savings of \$30,000-\$35,000.

VIII. Facilities Director's Report

A. Update on Brookens PODs #200 & #300 Boiler Replacement

Mr. Brenner referenced a handout from GHR. He said Reliable Plumbing began work on July 13 with the demolition of the old boilers and enlarging the concrete slabs. He said all materials are here except the boilers, which will arrive tomorrow. He noted the project is ahead of schedule and the contractor expects to be done in two weeks. Mr. Brenner said that fits well in the timeline for substantial completion of the project by the end of August, with the punch list coming out right after Labor Day. He reported that GHR is assisting with a DCEO grant application that could result in an \$18,850 rebate. He summarized all the costs for the project and noted that the DECO grant numbers are half of what they were the previous year.

Ms. Petrie thanked Mr. Brenner for working to keep a positive relationship with Reliable.

B. Update on the Pre-Cast Concrete Wall Panel Repair Project-Painting at County Highway

Mr. Brenner explained that because the project spanned two fiscal years, Highway now has the funds to pay for the painting. He said they went through several paint samples before Mr. Blue decided on a color, and the paint should arrive next week. Mr. Hartke asked what the color is. Mr. Brenner replied that it is a variation of what they have with a beige tint.

C. Update on FY2016 Capital Asset Project Financials

Mr. Brenner summarized the completed roof project and its costs, along with the boiler project and its costs. He said those two projects combined leave about \$150,000-\$160,000 left in the Capital Asset Fund. He explained he will not move forward with any other projects until both project's costs are finalized. Mr. Brenner noted that next up in terms of priority is the generator at the Coroner's Office/Election Storage and said they may not have enough to do that. He said they might skip that but he would at least like to get the parking lots done. He said if that's all that is done this year they could move the remaining money to next year to get more projects done.

IX. Other Business

Mr. Rosales asked when the final report from the Facilities Finance Planning Committee would be done so this committee could move it to the Full Board. He noted that time is running out to put a referendum on the November ballot. Mr. Maxwell replied the joint committee will meet tomorrow and should have a final report. He thought that report would go to Finance because it could not come back to Facilities in time. He said they could have a special Facilities Committee meeting next week to review it. Mr. Quisenberry questioned the need for a special Facilities Committee meeting since the report would be going to the COW where everyone should be present. Mr. Rosales felt if it's presented to Finance, it should be presented to Facilities as well. Mr. Quisenberry asked if there was any reason they couldn't call it a joint meeting of the Finance and Facilities Committees because it's the same people. Mr. Rosales asked for clarification that they would meet tonight and it would go directly to the COW. Mr. Maxwell said the special committee will meet tomorrow and pass something out to the Finance committee that meets next Tuesday and from there it will go to the COW. It was pointed out that Finance is part of the COW. Mr. Quisenberry suggested if the Facilities Committee felt it necessary to convene to hear and discuss the information, they could ask for a special Facilities meeting after the COW. He didn't feel the presentation needed to be repeated because everyone will be there. Mr. Hartke noted as a point of order that any

action for a tax referendum would be an action of the Finance Committee, not the Facilities Committee. He said this committee would need to see a plan for the money and then figure out how to spend it if it does pass. Mr. Quisenberry clarified with Mr. Hartke that there would be no need to work more deeply on the plan unless it goes further than Finance. Mr. Hartke agreed but said that if it does pass, Facilities needs to have some serious discussions about how they would either support or spend it.

Mr. Rosales asked if this referendum would be independent from the Nursing Home's request to put an item of finance as a referendum on the November ballot, or if it would be a combined effort. Mr. Maxwell said the sales tax issue could give some relief to the nursing home as part of the package, or there could be another referendum specifically for the nursing home, which would be property tax. Mr. Snider said the CCNH Board of Directors is meeting Thursday to make a recommendation on whether or not to advance a referenda ballot question to the Full Board. Ms. Petrie wanted to clarify that time tables are important and the CCNH BOD was going to meet last night but the agenda wasn't posted, so the meeting had to be pushed.

X. Chair's Report

A. Future Meeting – Tuesday, September 6, 2016 at 6:30 pm

Mr. Maxwell informed everyone that the next Facilities Committee meeting is scheduled for Tuesday, September 6, 2016.

B. Tour of Animal Control

Mr. Maxwell said there will be a tour of Animal Control at 5:15 p.m. before the next Facilities Committee meeting. He reported that Ms. Schwartz did notify that she would not be attending tonight's meeting.

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

Mr. Maxwell noted item VII is to be placed on the consent agenda.

XII. Adjournment

MOTION by Mr. Quisenberry to adjourn; seconded by Mr. Anderson. There being no further business, Mr. Maxwell adjourned the meeting at 7:06 p.m.

***Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*