

CHAMPAIGN COUNTY BOARD FACILITIES COMMITTEE AGENDA

County of Champaign, Urbana, Illinois

Tuesday, September 5, 2017 - 6:30 p.m.

Lyle Shields Meeting Room

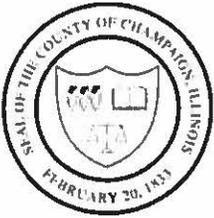
Brookens Administrative Center, 1776 E. Washington St., Urbana

Committee Members:

Josh Hartke – Chair
Stan Harper – Vice-Chair
Jack Anderson
Shana Crews

Jon Rector
Giraldo Rosales
James Tinsley

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes
 - A. Facilities meeting – August 8, 2017 1 - 3
- V. Public Participation
- VI. Communications
- VII. For Information Only
 - A. None
- VIII. Items for Facilities Committee Approval
 - A. None
- IX. Items to be Recommended to the County Board
 - A. Approval of Contract Authorization for ITB #2017-010 Satellite Jail ADA Compliance Project
 - i. Bid Tabulation 4
 - ii. Bailey Edward Architecture Recommendation 5 – 6
 - iii. Cost Analysis 7
 - iv. FY2017 Capital Asset Fund Update 8 - 9
- X. Facilities Director's Report
 - A. Update on ITB #2017-001 CCNH Chiller Compressor Replacement Project
 - B. Update on ITB #2017-002 Brookens 2-Multi-Zone RTU's Replacement Project
 - C. Update on ITB #2107-003 Coroner's Generator Project
- XI. Other Business
 - A. Semi Annual Review of Closed Session Minutes 10 - 11
- XII. Chair's Report
 - A. Future Meeting – Tuesday, October 3, 2017 at 6:30 p.m.
- XIII. Designation of Items to be Placed on Consent Agenda
- XIV. Adjournment



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

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, August 8, 2017
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

Present: Jack Anderson, Shana Crews, Stan Harper, Josh Hartke, Jon Rector, Giraldo Rosales
Absent: James Tinsley

County Staff: Rick Snider (County Administrator), Dana Brenner (Facilities Director), Tami Ogden (Deputy County Administrator of Finance), Tammy Asplund (Recording Secretary)

Others Present: Sheriff Dan Walsh and Captain Karee Voges, County Board Members Pius Weibel, Brooks Marsh, Pattsy Petrie, Aaron Esry, and Jim McGuire

MINUTES

I. Call to Order

Committee Chair Hartke 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. Rector to approve the agenda; seconded by Mr. Rosales. Upon vote, the **Motion Carried Unanimously**.

IV. Approval of Minutes – July 5, 2017

MOTION by Mr. Harper to approve the minutes of the July 5, 2017 meeting; seconded by Mr. Anderson. Upon vote, the **Motion Carried Unanimously**.

V. Public Participation

None

VI. Communications

None

VII. For Information Only

A. Champaign County July 19, 2017 letter to DOJ Regarding ADA Settlement 204-24-116

Tami Ogden stated the July 19 letter is the second report submitted to the Department of Justice, with the final report due next July. Ms. Ogden reminded the committee the settlement requires the Downtown Jail to be in compliance by April 2018. According to Ms. Ogden, Dana Jackson at the DOJ indicated it would grant an extension for that facility, contingent upon submission and approval of a plan and timeline for compliance. Ms. Ogden recommends the County submit the plan and timeline no later than March 2018.

B. Downtown Jail Discussion with Sheriff Dan Walsh

Sheriff Walsh stated he asked seven counties whether inmates could be housed (temporarily) at their facilities. According to Sheriff Walsh, only two counties agreed to consider it, but the total beds is not sufficient. Sheriff Walsh indicated in order to close the Downtown jail location; he needs a 24 unit, single cell, special needs addition for medical and mental health, in order to adequately address the current needs. Captain Voges provided several examples of why inmates require segregation, including gang affiliation, mental health, medical issues, and jail standard regarding charges.

Mr. Anderson asked what the County Board could do to help resolve the situation. Sheriff Walsh responded that it would require two things. The first is to build a single-story addition to the Satellite jail to include 24 single cells. The second item is 50 – 60 in a larger block, but divided into small segments.

Sheriff Walsh stressed that his priority is to provide a safe environment, for those who have to be in custody, as well as officers. He added that if the County finds a way to provide the two things he believes is required, the total number of beds would be less than exists today with the Downtown and Satellite locations. The committee discussed temporary housing options. According to Mr. Brenner, the cost associated with the containers is prohibitive.

Mr. Harper asked what effect the State of Illinois Department of Corrections plan to reduce incarcerated population is going to have on the County. Sheriff Walsh expressed concern over the type of categories of criminals that will be released early. He noted a recidivism rate less than 50% is uncommon.

The committee discussed temporary housing options. According to Mr. Brenner, the cost associated with the containers is prohibitive. Ms. Crews asked about the feasible options and timeline based on available funds. Mr. Snider responded money will be available through the Public Safety Sales Tax. Ms. Ogden added the debt service to be retired at the end of this fiscal year is approximately 1.1 million dollars. She commented that the Public Safety Sale Tax budget is still being worked on, but much of the amount is allotted for capital asset replacement and debt payment. According to Ms. Ogden, 2018 would be used for planning of the jail so funds would be dedicated to architectural and engineering services.

Ms. Petrie asked about potential use of electronic monitoring to reduce the jail population. Sheriff Walsh responded that the average number of people using this program is in the low teens and twenties. This is because many inmates do not meet the criteria; specifically non-violent offenders.

C. Update on ITB #2017-006 Satellite jail ADA Compliance Asphalt Project

Mr. Brenner stated there was only one response to the bid. He recommended new ITB #2017-010.

VIII. Items for Facilities Committee Approval

A. Approval for Authorization for ITB #2017-010 Satellite Jail ADA Compliance Project

He recommended the Invitation to Bid parameters be changed slightly. The new bid separates the ADA portion. Mr. Brenner expects to have enough time to complete the project on time.

MOTION by Ms. Crews to approve Authorization for ITB #2017-010; seconded by Mr. Anderson. Upon vote, the **Motion Carried Unanimously.**

IX. Items to be Recommended for County Board Approval

A. None

X. Facilities Director's Report

A. Update on Nursing Home Chiller Compressor Replacement Project

Mr. Brenner stated this project will be complete prior to September 26, 2017. He anticipates it will come in slightly under budget.

B. Update on Brookens 2-RTU's Replacement Project

Mr. Brenner explained due to a manufacturing issue, this project is delayed until mid to late October.

C. Update on Coroner's Office Generator Project

Mr. Brenner anticipates the new generator will arrive in mid-August.

XI. Other Business

None

XII. Chair's Report

Mr. Hartke stated the next Facilities Committee meeting is Tuesday, September 5, 2017 at 6:30 p.m.

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

None

XIV. Adjournment

Mr. Hartke adjourned the meeting at 7:35 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.*

**BID TABULATION
ITB #2017-010
CHAMPAIGN COUNTY SATELLITE JAIL ASPHALT PROJECT**

2:00pm August 31, 2017

CONTRACTOR	Addendum 1	Bid Bond	Base Bid	Alternate #1 Patch and Coat Parking and Circle Drive	Alternate #2 Patch and Coat Main Drive	Alternate #3 Employee Parking	Alternate #4 Visitor Parking	Alternate #5 Bumper Blocks	Alternate #5 2" Mill and Resurface	Unit Price #1 Crack Repair
A&R	X	X	\$43,265.00	\$64,207.00	\$30,505.00	\$37,955.00	\$21,780.00	\$3,925.00	\$76,800.00	\$24.95
Cross Construction	X	X	\$39,010.58	\$31,047.98	\$2,316.83	\$40,917.41	\$8,408.70	\$10,179.27	\$65,484.84	\$25.00



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August 31, 2017

Mr. Dana Brenner
 Facilities Director
 Champaign County Administrative Services, Physical Plant Division
 1776 East Washington Street
 Urbana, Illinois 61802-4581

Re: Champaign County Satellite Jail Asphalt Project ITB#2017-010
 Architect Recommendation of Award of Bids

Dear Mr. Brenner:

The following is Bailey Edward's bid analysis and recommendation for ITB # 2017-010 Champaign County Satellite Jail Asphalt Project bid. This scope is for select ADA improvements at the Satellite Jail parking area and installing a coating at the parking area. This work was bid as one (1) General Work bid.

Pre-Bid Effort

The Project Team targeted qualified contractors to solicit interest and bids. Bailey Edward followed up with the Contractors to clarify the scope of the project, provide information, and confirm overall Prime Contractor commitment to providing bids in efforts to receive competitive bids. The plans were posted in a plan room and printed copies were made available at our offices. The documents were also available for free download from the Champaign County web site.

Opinion of Probable Costs (OPCC) Amount:

Estimated Value of 100% CDs	\$86,000.00
Champaign County's Funds Available for Construction (FAC)	\$86,000.00

Bid Results

Two (2) bids were received and opened on Thursday, August 31, 2017 at 2:00 pm in the Lyle Shields Meeting Room at Brookens. Bids were received from A&R Mechanical Services and Cross Construction. The Bid Tabulation Summary is attached to this letter for reference. BE had expected a third bid, however they were unable to get to the bid opening.

Comparison Analysis based on Bid and Scope Review

The Bailey Edward team always strives to do our best to provide the most current estimated construction costs for our clients, including contacting suppliers during design to include accurate opinions of cost.

We spoke with Cross and they have a good understanding of the scope of work indicated in the documents. This company has performed good work in the past and we have found no reason for disqualifying this bidder provided the bidder is currently in good standing with Champaign County, has current pre-qualification requirements fulfilled.



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Schedule Improvement Opportunities

No schedule improvements were offered by any of the bidders.

Bailey Edward's Recommendation

Based upon the bid results, Bailey Edward recommends awarding one of the options identified below. The base bid amount is \$39,010.58 which is \$46,989.42 below the Funds Available for Construction (FAC). This allows for award of the base bid and a few options for alternates.

The options include:

Option A - Award the Base Bid (DOJ required) work only for the amount of \$39,010.58. This option would correct the work required by the DOJ prior to the March 20, 2018 deadline.

Option B - Award the Base Bid work and Alternates 1 and 2 for crack repair and seal coating the parking area, circle drive and main drive, for the amount of \$72,375.39. In addition to the DOJ work, this option would repair the parking and drive area. Resealing the parking would need to be done again in approximately seven (7) years to maintain the integrity of the surface and base.

Option C - Award the Base Bid work, Alternates 1 and 2 for crack repair and seal coating, and 3 for the additional parking at the Employee parking area, for the amount of \$113,292.80. In addition to all the work in option B, this option would provide additional parking at the employee area. This additional parking would free parking spaces in the visitor area occasionally used by employees.

Option D - Award the Base Bid work and Alternate 6 for the 2" Mill and Overlay, for the amount of \$104,495.42. This option would satisfy the requirements in the agreement with the DOJ and mill down the existing parking and drive areas to install a new 2" top coat. This is a more long term option for the parking area and drive.

Options C and D are above the \$86,000 currently identified for the project and should only be considered if the County has additional funds available for the project. Bailey Edward recommends Option D if funds are available for the increased cost. If not, our in budget recommendation is Option B.

Should you have any questions or require additional information, please do not hesitate to contact our office at your convenience.

Respectfully,

Karla J. Smalley, AIA
NCARB, LEED AP

ITB #2017-010 Satellite Jail Asphalt Project

	<u>Option A</u>	<u>Option B</u>	<u>Option C</u>	<u>Option D</u>
Base Bid - DOJ Work	\$ 39,010.58	\$ 39,010.58	\$ 39,010.58	\$ 39,010.58
Alternate #1 - Patch & coat parking & circle drive	\$	\$ 31,047.98	\$ 31,047.98	
Alternate #2 - Patch & coat main drive	\$	2,316.00	2,316.00	
Alternate #3 - New employee parking - 10 spaces		\$	40,917.41	
Alternate #4 - New visitor parking - 6 spaces				
Alternate #5 - purchase & install bumper blocks				
Alternate #6 - 2" mill & resurface with asphalt				
Subtotal	\$ 39,010.58	\$ 72,374.56	\$ 113,291.97	\$ 65,484.84
Bailey Edward Architecture Fee	\$ 16,150.00	\$ 16,150.00	\$ 16,150.00	\$ 16,150.00
TOTALS	\$ 55,160.58	\$ 88,524.56	\$ 129,441.97	\$ 120,645.42

Updated 2017 Capital Asset Projects & Costs

<u>2017 Capital Asset Dollars Available</u>	
2017 Budgeted Capital Asset Funds	\$ 532,261.00
2016 Remaining Capital Asset Funds	\$ 104,487.00
2016 DCEO Project Reimbursement Funds	\$ 18,550.00
TOTAL FY 2017 Capital Asset Funds Available	\$ 655,298.00

<u>Priority</u>	<u>Project Description</u>	<u>Cost Estimate</u>	<u>Bld. + Engineering Cost</u>	<u>Remaining FY17 Dollars</u>
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1	Purchase and install a back-up electrical supply system to srve the entire Coroner's Office, Election Supply and Physical Plant. This emergency sytem would provide power back-up to all the building's electrical loads, including HAVA sytems, Coroner's Office freezer and cooler, all receptacle circuits, IT space cooling, and all lighting.	\$ 199,878.00	\$ 101,967.00	\$ 553,331.00
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2	Purchase and installation of two new Multi-Zone Roof Top Units at Brookens. These two units will replace the original 48-year old Nesbitt Rooftop Units.	\$ 273,963.00	\$ 278,133.00	\$ 275,198.00
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3	Purchase and install a new refrigeration compressor in the CCNH Chiller.	\$ 88,415.00	\$ 36,570.00	\$ 238,628.00
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4	EMERGENCY Sanitary Repair - Animal Control	\$ 8,043.20	\$ 8,043.20	\$ 230,584.80
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5	EMERGENCY Electric Panel Repair - METCAD	\$ 35,056.18	\$ 35,056.18	\$ 195,528.62
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6	EMERGENCY CCNH Fire Alarm Panel Replacement	\$	15,510.00	\$	15,510.00	\$	180,018.62
7	Reseal and restripe the Courthosue Parkign Lot *	\$	24,078.00	\$	16,000.00	\$	180,018.62
8	Reseal and restripe the Sartellite Jail Parking lots and drive	\$	86,000.00	\$	120,645.42	\$	59,373.20
9	Reseal and restripe the METCAD Parking lots and drive	\$	31,000.00	\$	9,500.00	\$	49,873.20
10	Conduct an engineering study of the Satellite Jali domestic hot water heaters and delivery system.	\$	4,500.00	\$		\$	49,873.20
11	Conduct an engineering study to purchse and install a "Soft Water Softener System" for the CCNH laundry and kitchen/dishwashing area.	\$	4,500.00	\$		\$	49,873.20
TOTALS		\$	770,943.38	\$	605,424.80		<u>Remaining</u>

Julia R. Rietz
State's Attorney

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**Office of
State's Attorney
Champaign County, Illinois**

September 1, 2017

[Via Email:
tasplund@co.champaign.il.us]

Mr. Josh Hartke
Facilities Committee Chair

Re: Closed Session Minutes Review for Facilities Committee

Dear Mr. Hartke:

Pursuant to the Open Meetings Act, a public body such as Facilities must review its closed session minutes at least semi-annually. The Committee must then determine whether the need for confidentiality exists as to all or part of those minutes, or that the minutes or portions thereof no longer require confidential treatment, if so, the records would be available for public inspection. Therefore, the question is whether there is no longer a need to keep minutes closed in order to protect either the public interest or the privacy of an individual. Whichever conclusion that the Committee draws must be then be reported in open session.

Please note that the Committee may enter into closed session for the purpose of review of closed session minutes pursuant to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under the Act. Just as in open session, if the matter requires action by the Committee, the matter must have been noticed on the posted agenda.

The County Board passed Resolution No. 7969, "Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board" on November 17th, 2011. Under the parameters established by the full board in Resolution 7969, none of the minutes are ripe for review.

Sincerely,

A handwritten signature in black ink that reads "Donna M. Davis". The signature is written in a cursive style with a large, prominent 'D' at the beginning.

Donna M. Davis

DMD/jms

cc: Tammy Asplund, Kay Rhodes (Administrative Services)