



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

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday May 7, 2019
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

Committee Members

Present: Mike Ingram, Jon Rector, Steve Summers, Leah Taylor, Jodi Wolken, Stan Harper,
Absent: James Tinsley, Charles Young

County Staff: Dana Brenner (Facilities Director) Ashley Peete (Recording Secretary)

Others Present: Giraldo Rosales (County Board Chair)

MINUTES

I. Call to Order and Roll Call

Committee Chair Stan Harper called the meeting to order at 6:30 p.m.

II. Approval of Agenda/Addenda

MOVED by Mr. Rector to approve the agenda; seconded by Mr. Ingram. Upon Vote, the **Motion Carried Unanimously.**

III. Approval of Minutes-April 3, 2019

MOVED by Ms. Wolken to approve the minutes; seconded by Mr. Ingram. Upon vote, the **Motion Carried Unanimously.**

IV. Public Participation

None

V. Communications

None

VI. New Business

A. METCAD Mechanical Study Presentation and Discussion (Jim Gleason-GHR Mechanical & Electrical Consulting Engineers)

Mr. Brenner introduced Jim Gleason and GHR Engineering of Champaign. GHR Engineering assisted IGW Architecture with the remodel of the 1905 East Main < Urbana building in 2001. Some of the HVAC mechanicals were installed in the 2001 remodel and some of the mechanicals were left in the building and are original. Mr. Brenner explained the costs for future repairs and maintenance to for the mechanicals, roof, generator and other things. Mr. Brenner wanted to conduct a HVAC study on METCAD Building to see what our best options moving forward with the installation of new high efficiency systems that would work better for the building and reduce our utility costs.

Jim Gleason updated everyone on the study he conducted at METCAD. Handouts were reviewed which showed the location of the mechanicals studied as well as project cost estimates. The most critical repairs would be bid and completed in the FY2020. Project cost estimates were reviewed as part of this study. The two remaining HVAC systems/ units, not touched in FY2020, will be deferred to a future year.

B. Approval of Contract for ITB#2019-002 JDC Roof Replacement Project

Mr. Brenner stated that the original bid opening for the JDC Roof Project was set for Thursday, May 2, 2019 in Lyle Shields of Brookens. Approximately 20-minutes prior to the opening, the County had received only one (1) sealed bid. Mr. Brenner and Bailey Edward began calling the nine roofing contractors who had expressed interest in bidding and determined we needed to extend the bidding deadline and to revise some of the scope, especially as it pertains to the removal and replacement of HVAC equipment to add higher insulated curbing and cleaning the concrete panels by the west canopy. Hence, a new Addendum #3 was written and conveyed to the nine roofing contractors and posted on-line.

By extending the Bid opening, by one week, now necessitates asking for award approval by the full County Board, instead of the initial award approval at the Facilities Committee meeting to be held on May 7, 2019 in order to keep this project on schedule. There are at least 5 perspective contractors who have stated they are to plan to submit a bid. The Bid opening will now occur on Thursday, May 9, 2019 at 2:00pm in Lyle Shields oat Brookens. The bid award request will then be brought before the full board on May 23, 2019.

C. Update on ITB#2019-001 Art Bartell – Sidewalk Project

Mr. Brenner stated that the project is at least 50% complete and should be fully finished by end of June 2019. All Concrete analysis's have come back positive and we are now waiting for five utility boxes to be raised. Concrete work continues, weather permitting. Scanlon still has a significant amount of grading to finish after laying all concrete. Mr. Brenner feels good about the progress and the outcome of this project.

D. Approval of Authorization for ITB#2019-003 Courthouse Column Base Support Project

Mr. Brenner stated that bid documents have been completed by IGW Architecture. Mr. Brenner felt the bid document were extremely comprehensive and thorough. This work will have to be done outside of normal work hours. We expect the price to be higher than a normal working day of 7am to 4pm.

MOVED by Mr. Summers to approve the bid specs, bid drawings Courthouse Column Base Project Schedule; seconded by Mr. Ingram. Upon vote, the **Motion Carried Unanimously.**

E. Approval on ITB#2019-004 Brookens POD 100 Roof Replacement

Mr. Brenner stated what this project would entail the removal of the existing EPDM roofing and existing insulation on the Brookens POD #100 roof, Roof area is approximately 24, 00 square feet. New insulation will be installed, and a new fully-adhered membrane will be installed along with the required flashing and roof edge Bid documents and drawings were attached for review.

Moved by Mr. Ingram to approve the bid specs, drawings and POD 100 Roof Replacement Schedule; seconded by Mr. Rector. Upon vote, **the Motion Carried Unanimously.**

VII. Other Business

Mr. Harper stated that he has participated in discussions with the Champaign County Executive, Darlene Kloepfel, Mr. Summers, and Mr. Brenner regarding the Sheriff's Office and Downtown Jail. These discussions pertained mostly to jail issues and safety concerns for the inmates and staff. A brief discussion was held on how best to approach and set-up future meetings/discussions in regard to the Downtown Jail.

VIII. Presiding Officer's Report

A. Future Meeting-Tuesday June 4, 2019

IX. Designation of Items to be placed on the Consent Agenda

None

X. Adjournment

Meeting was adjourned at 7:20pm

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