

**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE – ELUC/Facilities/Justice Agenda**  
*County of Champaign, Urbana, Illinois*  
*Thursday, April 7, 2011 – 6:00 p.m.*

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*Lyle Shields Meeting Room, Brookens Administrative Center*  
*1776 East Washington Street, Urbana, Illinois*

**Page Number**

**VIII. County Facilities**

A. Facilities Director

1. Physical Plant Monthly Reports \*77-80
2. Brookens Energy Lighting Retrofit Project Update \*81-84
3. Update – ILEAS Roof Project

B. 202 Art Bartell Construction Project

1. Project Update
2. Monthly Project Budget Report \*85
3. Update Regarding RFQ 2011-005 \*86
4. Request from Coroner for Changes to Facility:
  - a. Upgrade to Exhaust Fan \*87-88
  - b. Upgrade to Sink \*89-90

C. Chair's Report

D. Other Business

E. Designation of Items to be Placed on County Board Consent Agenda

**Physical Plant Monthly Expenditure Report**  
**February, 2011**

<u>EXPENDITURE ITEM</u>	<u>FY09/10 YTD 2/28/2010</u>	<u>FY09/10 ACTUAL</u>	<u>FY09/10 as % of Actual</u>	<u>FY10/11 ORIGINAL BUDGET</u>	<u>FY10/11 BUDGET 2/28/2011</u>	<u>FY10/11 YTD 2/28/2011</u>	<u>FY10/11 as % of Budget</u>	<u>FY10/11 Remaining Balance</u>
Gas Service	\$115,363	\$400,422	28.81%	\$400,000	\$400,000	\$110,312	27.58%	\$289,688
Electric Service	\$100,108	\$898,374	11.14%	\$900,000	\$900,000	\$112,459	12.50%	\$787,541
Water Service	\$7,724	\$67,215	11.49%	\$67,373	\$67,373	\$10,923	16.21%	\$56,450
Sewer Service	\$5,763	\$46,741	12.33%	\$43,190	\$43,190	\$8,023	18.58%	\$35,167
All Other Services	\$55,765	\$237,132	23.52%	\$243,530	\$243,530	\$66,031	27.11%	\$177,499
Cths R & M	\$10,593	\$48,905	21.66%	\$30,113	\$30,113	\$16,485	54.74%	\$13,628
Downtown Jail R & M	\$1,403	\$9,255	15.15%	\$26,498	\$26,498	\$2,232	8.42%	\$24,266
Satellite Jail R & M	\$8,017	\$32,744	24.48%	\$27,342	\$27,342	\$695	2.54%	\$26,647
1905 R & M	\$2,449	\$9,690	25.27%	\$10,075	\$10,075	\$2,402	23.84%	\$7,673
Brookens R & M	\$4,555	\$35,390	12.87%	\$31,020	\$91,944	\$6,399	6.96%	\$85,545
JDC R & M	\$39	\$6,662	0.58%	\$11,366	\$11,366	\$4,075	35.86%	\$7,291
1701 E Main R & M	\$5,262	\$15,607	33.72%	\$45,000	\$44,438	\$3,641	8.19%	\$40,797
Other Buildings R & M	\$2,296	\$8,287	27.70%	\$7,520	\$8,082	\$1,986	24.58%	\$6,096
Commodities	\$23,271	\$62,286	37.36%	\$64,207	\$64,207	\$23,467	36.55%	\$40,740
Gas & Oil	\$1,142	\$7,940	14.38%	\$10,810	\$10,810	\$2,316	21.42%	\$8,494
Totals	\$343,749	\$1,886,650		\$1,918,044	\$1,978,968	\$371,445		\$1,607,523

Prepared by:  
Ranae Wolken  
3/28/2011

This report does not include information on personnel, intergovernmental loans and capital projects.

Gas Utilities - FY2011

Period	Courthouse	204 E Main	502 S Lierman	JDC	1905 E Main	1701 E Main		Brookens	ITC	1705 E Main	1705 E Main	Monthly Totals
						Rear	EMA/METCAD			North Garage	South Garage	
December - Ameren	\$3,452.38	\$730.03	\$1,967.17	\$598.61	\$372.17	\$135.73	\$1,067.44	\$3,291.70	\$128.29	\$240.75	\$11,984.27	
December - Integrys	\$10,972.68	\$2,871.84	\$5,890.51	\$2,304.47	\$1,327.16	\$306.48	\$4,328.27	\$10,422.87	\$274.33	\$759.79	\$39,458.40	
January - Ameren	\$3,577.15	\$757.15	\$3,092.73	\$593.19	\$374.08	\$141.96	\$1,118.94	\$3,363.48	\$132.08	\$324.90	\$13,475.66	
January - Integrys	\$11,573.18	\$3,034.33	\$9,890.33	\$2,315.81	\$1,355.64	\$338.48	\$4,619.78	\$10,830.91	\$295.13	\$1,140.10	\$45,393.69	
February - Ameren	\$2,786.98	\$529.66	\$2,030.72	\$407.69	\$305.78	\$109.06	\$803.81	\$2,654.23	\$236.67	\$223.78	\$10,088.38	
February - Integrys	\$9,726.60	\$2,301.63	\$6,831.94	\$1,697.81	\$1,193.29	\$219.38	\$3,658.67	\$9,218.45	\$197.29	\$787.34	\$35,832.40	
March - Ameren											\$0.00	
March - Integrys											\$0.00	
April - Ameren											\$0.00	
April - Integrys											\$0.00	
May - Ameren											\$0.00	
May - Integrys											\$0.00	
June - Ameren											\$0.00	
June - Integrys											\$0.00	
July - Ameren											\$0.00	
July - Integrys											\$0.00	
August - Ameren											\$0.00	
August - Integrys											\$0.00	
September - Ameren											\$0.00	
September - Integrys											\$0.00	
October - Ameren											\$0.00	
October - Integrys											\$0.00	
November - Ameren											\$0.00	
November - Integrys											\$0.00	
Total to date											\$0.00	

Ameren - gas delivery and tax charges  
 Integrys - gas usage

Prepared by Ranae Wolken  
 3/28/2011

Electric Utilities - FY2011

Period	Courthouse	204 E Main	502 S Lierman	JDC	1905 E Main	1701 E Main Rear EMA/METCAD	Nite Lite	Brookens	ITC	1705 E Main North Garage	1705 E Main South Garage	Monthly Totals
December	\$15,611.23	\$7,314.97	\$8,923.56	\$4,266.86	\$3,967.14	\$141.28	\$211.08	\$8,680.03	\$6,589.50	\$68.41	\$135.07	\$55,909.13
January	\$15,934.81	\$6,380.42	\$8,397.25	\$3,329.37	\$4,805.99	\$160.58	\$199.76	\$9,686.60	\$7,555.01	\$66.09	\$162.74	\$56,678.62
February	\$16,464.78	\$12,483.90	\$8,024.68	\$3,447.12	\$3,934.93	\$124.74	\$196.56	\$8,260.86	\$6,369.83	\$62.01	\$177.48	\$59,546.89
March												\$0.00
April												\$0.00
May												\$0.00
June												\$0.00
July												\$0.00
August												\$0.00
September												\$0.00
October												\$0.00
November												\$0.00
Total to Date												\$0.00

Prepared by Ranae Wolken  
3/28/2011

Nite Lites are billed by Ameren - all other electric is provided by Integrys Energy

Building/Grounds Maintenance work hour comparison

FY2011

Weekly Period	Repair & Maintenance	Scheduled Maintenance	Nursing Home	Special Project	Grounds Maintenance	Other Tenants	TOTAL
11/28/10 to 12/4/10	280.75	0.00	2.00	14.00	78.00	0.00	374.75
12/5/10 to 12/11/10	270.25	0.00	3.75	38.00	73.50	0.00	385.50
12/12/10 to 12/18/10	327.75	0.00	2.50	0.00	82.75	0.00	413.00
12/19/10 to 12/25/10**	183.25	0.00	1.25	24.00	33.00	0.00	241.50
12/23/10-1/1/11*	153.25	0.00	0.00	12.00	45.00	0.00	210.25
1/2/11-1/8/11	279.50	0.00	3.50	40.00	30.00	0.00	353.00
1/9/11-1/15/11	227.00	0.00	7.00	86.50	66.25	0.00	386.75
1/16/11-1/22/11*	180.75	0.00	10.00	44.00	71.50	0.00	306.25
1/23/11-1/29/11	233.25	7.50	2.00	65.00	15.00	0.00	322.75
1/30/11-2/5/11	164.75	7.50	0.00	21.00	190.75	0.00	384.00
2/6/11-2/12/11	216.25	0.00	0.00	55.00	35.50	0.00	306.75
2/13/11-2/19/11	242.50	0.00	0.00	74.50	8.00	0.00	325.00
2/20/11-2/26/11	211.25	0.00	3.75	30.50	21.25	0.00	266.75
2/27/11-3/5/11	243.75	0.00	2.00	58.50	10.50	0.00	314.75
3/6/11-3/12/11	195.25	0.00	1.25	89.75	0.00	0.00	286.25
3/13/11-3/19/11	234.75	7.50	0.00	48.25	30.00	0.00	320.50

\*week includes a holiday  
 One work week: 435.00 hours with regular staff

There are currently 273.58 comp time hours available to the maintenance staff

Total comp time hours earned in FY11 to date- 387.17

Total spent to date on overtime in FY10 - \$0 (Original Budgeted Amount - \$0)

Prepared by: Ranae Wolken  
 3/28/2011

# EECBG - Brookens Building Lighting Efficiency Retrofit

<b>Pay Request Date</b>	<b>Description</b>	<b>Amount</b>	<b>Payment Recvd.</b>
January 25, 2011	Supplies and labor	\$441.01	2/28/11
March 8, 2011	Supplies and labor	\$11,602.60	

Total project cost to date: \$12,043.61

Prepared by: Ranae Wolken  
3/28/2011

*Champaign County Administrative Services/Physical Plant*

**EECBG REQUESTS FOR PAYMENT JOURNAL**

Grantee: Champaign County Physical Plant

EECBG Project : Brookens Building Lighting Efficiency Retrofit

Period covered From 1/9/2011  
Month/Year

To: 1/22/2011  
Month/Year

Date	Contractor/Vendor Name	Description of services	Total Project Award Amount (EECBG)	Invoice/Purchase Order Amount	Invoices/Purchase Order Attached Indicate Yes or No*
1/12/2011	Round Barn True Value	Masking tape	\$60,924	\$5.37	Yes
1/13/2011	Tepper Electric Supply	Wire nuts	\$60,924	\$38.00	Yes
1/25/2011	City of Urbana Building Safety Division	Application for Electrical Permit	\$60,924	\$50.00	Yes
1/15/2011	Champaign County Physical Plant	Payroll for pay period ending 1/15/2011	\$60,924	\$347.64	Yes

\* If an invoice or purchase order is not attached EECBG funds cannot be released.

It is hereby certified that all activities undertaken by the grantee with funds provided above have, to the best of my knowledge, been carried out in accordance with the grant/contract; and that the amounts set forth in this instrument are, to the best of my knowledge, true and correct as of this date.

Signed Alan Sunkait  
(Designated Financial Officer)

Title \_\_\_\_\_ Facilities Director \_\_\_\_\_      Date January 25, 2011

(Your agency name here)

### EECBG REQUESTS FOR PAYMENT JOURNAL

Grantee: Champaign County Physical Plant

EECBG Project Brookens Building Lighting Efficiency Retrofit

Period covered From January, 2011  
Month/Year

To: February, 2011  
Month/Year

Date	Contractor/Vendor Name	Description of services	Total Project Award Amount (EECBG)	Invoice/Purchase Order Amount	Invoices/Purchase Order Attached Indicate Yes or No*
2/9/11	Tepper Electric	Light sensors and switches	\$60,924	\$6,772.56	Yes
2/9/11	Tepper Electric	Timer switches	\$60,924	\$238.56	Yes
2/16/11	Tepper Electric	Light bulbs	\$60,924	\$138.75	Yes
2/14/11	Tepper Electric	Light bulbs	\$60,924	\$43.75	Yes
2/18/11	Tepper Electric	Extension boxes	\$60,924	\$87.50	Yes
2/23/11	Tepper Electric	Sensors	\$60,924	\$3,592.50	Yes
1/22/11	Champaign County Physical Plant	Payroll for pay period ending 1/22/11	\$60,924	\$218.98	Yes
1/29/11	Champaign County Physical Plant	Payroll for pay period ending 1/29/11	\$60,924	\$242.48	Yes
2/12/11	Champaign County Physical Plant	Payroll for pay period ending 2/12/11	\$60,924	\$267.52	Yes

\* If an invoice or purchase order is not attached EECBG funds cannot be released.

It is hereby certified that all activities undertaken by the grantee with funds provided above have, to the best of my knowledge, been carried out in accordance with the grant/contract; and that the amounts set forth in this instrument are, to the best of my knowledge, true and correct as of this date.

Signed Alan Reinhart  
(Designated Financial Officer)

Title: Facilities Director

Date March 8, 2011

**202 SOUTH ART BARTELL ROAD CONSTRUCTION PROJECT**

Prepared By: E Boatz April 7, 2011

	ORIGINAL CONTRACT	CHANGE ORDERS	CONTRACT TOTAL	PAYMENTS THIS MONTH	PAYMENTS YEAR TO DATE	BALANCE TO FINISH
Original Project Budget	\$1,945,722.00					
Current Budget w/Change Orders						
Design/Build						
Roessler Construction	\$1,355,005.00			\$328,300.00	\$834,100.00	\$520,905.00
<b>Total Design/Build</b>	\$1,355,005.00	\$0.00	\$1,355,005.00	\$328,300.00	\$834,100.00	\$520,905.00
Licensing & Permitting (includes insurance)	\$14,700.00			\$3,703.50	\$6,124.00	\$8,576.00
Owner Items for New Building	\$46,000.00			\$8,505.82	\$17,960.42	\$28,039.58
Maintenance Area Build-Out for New Building	\$30,000.00					\$30,000.00
Complete Fiber Optic Loop for East Campus	\$33,560.00			\$27,655.74	\$27,983.13	\$5,576.87
Generator Back-Up System for Brookens Facility	\$14,000.00			\$1,840.74	\$1,840.74	\$12,159.26
ILEAS South Garage Lighting & Heating	\$5,000.00			\$300.39	\$474.26	\$4,525.74
East Campus Site Storm Water Project	\$447,457.00			\$1,960.12	\$1,960.12	\$445,496.88
						\$0.00
<b>Total Building Costs</b>	\$590,717.00	\$0.00	\$590,717.00	\$43,966.31	\$56,342.67	\$534,374.33
<b>PROJECT TOTAL</b>	\$1,945,722.00	\$0.00	\$1,945,722.00	\$372,266.31	\$890,442.67	\$1,055,279.33

% of Project Paid to Date

45.76%



## CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON  
**URBANA, IL 61802**  
 (217) 384-3776  
 (217) 384-3765 – PHYSICAL PLANT  
 (217) 384-3896 – FAX  
 (217) 384-3864 – TDD  
 Website: [www.co.champaign.il.us](http://www.co.champaign.il.us)

ADMINISTRATIVE SUPPORT  
 INFORMATION TECHNOLOGY  
 MICROGRAPHICS  
 PURCHASING  
 PHYSICAL PLANT  
 SALARY ADMINISTRATION

Date: March 29, 2011

### REQUEST FOR QUALIFICATIONS ENGINEERING SERVICES RFQ 2011-005

The following five (5) companies submitted qualifications for consideration for services as requested by our RFQ. We did not receive responses after the date and time required by the RFQ.

Company	Date Received	Time	Copies Submitted	Electronic Copy
ESI Consultants, Ltd. 101 West Tomaras Ave, Suite 58 Savoy, IL 61874	3-25-11	10 a.m.	8	Yes - CD
Fehr-Graham & Associates 4440 Ash Grove Suite B Springfield, IL 62711	3-25-11	3 p.m.	8	Yes - CD
Robinson Engineering 10045 W. Lincoln Highway Frankfort, IL 60423	3-28-11	9:55 a.m.	8	Yes – CD
MSA Professional Services 201 West Springfield Avenue Champaign, IL 61820	3-28-11	3:30 p.m.	8	Yes – Flash Drive
Berns, Clancy and Associates 405 East Main Street PO Box 755 Urbana, IL 61803	3-28-11	3:55 p.m.	8	Yes- E-mail

**OFFICE OF THE CORONER  
CHAMPAIGN COUNTY**



**DUANE E. NORTHRUP**  
County Coroner

302 N. Broadway Avenue  
Urbana, Illinois 61801

(217) 384-3888  
FAX: (217) 384-1290

Ms. Deb Busey, Administrator  
Champaign County  
1776 E. Washington St.  
Urbana, IL 61802

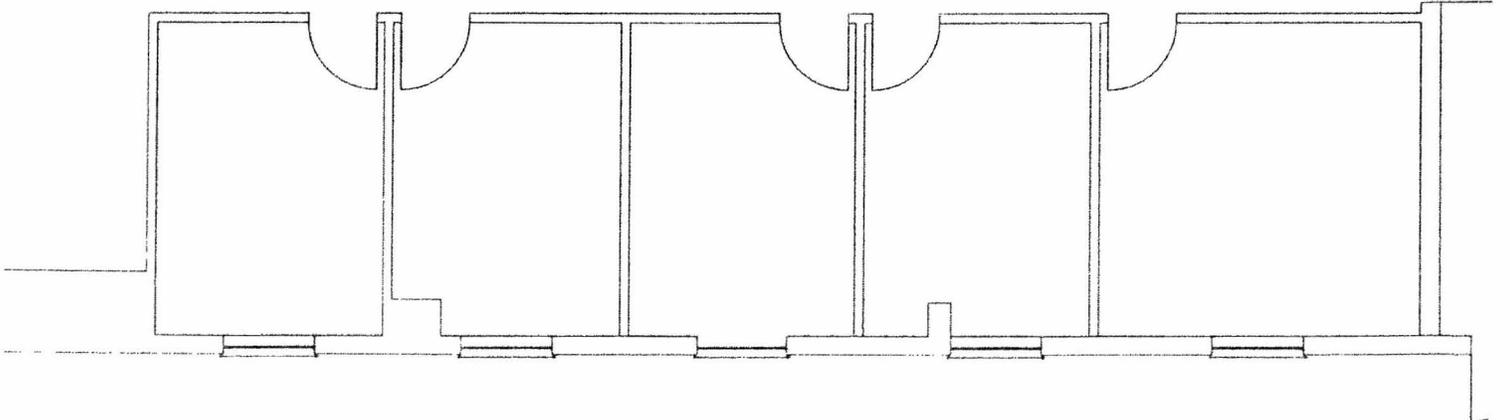
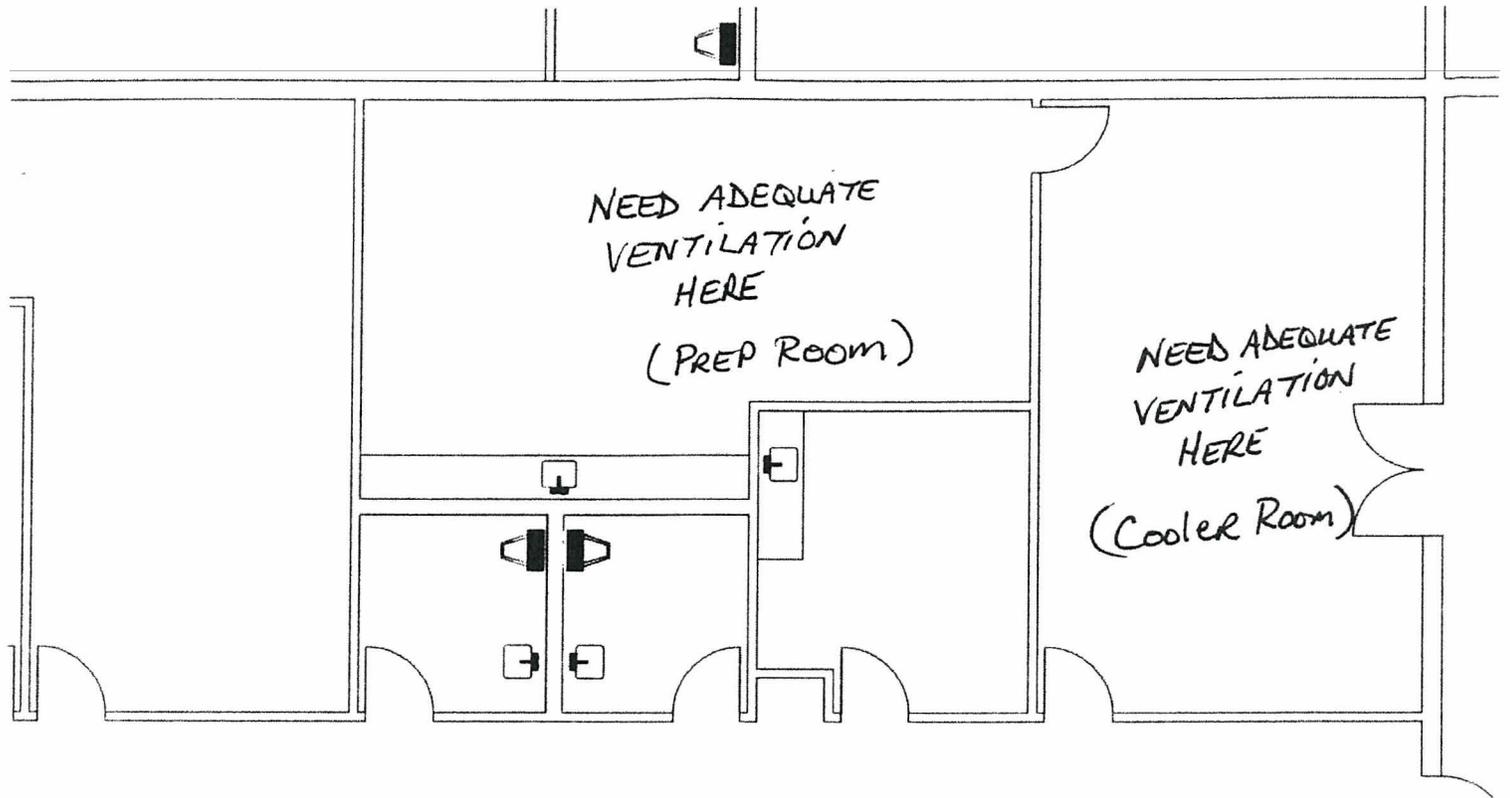
March 30, 2011

Dear Ms. Busey,

I am contacting you regarding the new coroner facility currently under construction here in Champaign County. Two issues have come up that must be addressed prior to completion of the construction project. The first issue concerns ventilation of the "Prep Room" and the "Cooler Room". Many death investigations conducted by the coroner's office involve victims of fire or extended time since death (decomposition). These circumstances produce extremely unpleasant odors generated by clothing, personal property, evidence, and decedents which are brought back to the coroner's office for processing, photographing, fingerprinting, identification, storage, etc... I had requested previously that a ventilation fan be installed in the "Prep Room" to remove these odors from the "Prep Room" and keep them from migrating to the office area. I was told it would be done however, I recently learned that the ventilation fan intended for this area is not adequate for removing the odors from this area. Therefore, I am requesting the board approve the changes necessary to upgrade the ventilation system to accomplish this purpose. I would also ask that, if possible, the ventilation system be connected to the "Cooler Room" for the same purpose as unpleasant odors will be present from evidence and property stored in this room as well.

Sincerely,

  
Duane E. Northrup, Coroner  
Champaign County



CORNER OFFICE 1/8" = 1'

**OFFICE OF THE CORONER  
CHAMPAIGN COUNTY**



**DUANE E. NORTHRUP**  
County Coroner

302 N. Broadway Avenue  
Urbana, Illinois 61801

(217) 384-3888  
FAX: (217) 384-1290

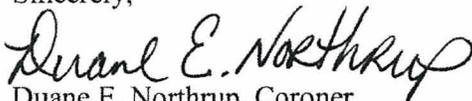
Ms. Deb Busey, Administrator  
Champaign County  
1776 E. Washington St.  
Urbana, IL 61802

March 30, 2011

Dear Ms. Busey,

I am contacting you regarding the new coroner facility currently under construction here in Champaign County. I have recently received notice from my forensic pathologist that he is willing to travel to Champaign County and perform autopsies in the new coroner facility. Champaign County currently utilizes facilities at the McLean County Coroner's Office in Bloomington, the Kankakee County Coroner's Office in Kankakee, and a facility in Springfield for autopsies. This adds considerable time and expense to each autopsy conducted by the Champaign County Coroner. We currently have a majority of the equipment needed to perform autopsies at the Champaign County Coroner's Office including a \$4500 autopsy table that has been collecting dust for several years. We are in need of an autopsy sink which could be installed with existing plumbing in the "Prep Room" of the new coroner facility allowing us to once again perform autopsies here in Champaign County. The cost of the new sink would be absorbed by the coroner's budget by utilizing the funds currently paid to McLean County to lease their facility for autopsies. I request the county Facilities Committee and the County Board consider approving the purchase and installation of an autopsy sink in the new coroner facility to increase efficiency and substantially reduce autopsy costs to Champaign County.

Sincerely,

  
Duane E. Northrup, Coroner  
Champaign County



# Urbana Police Department

**Patrick J. Connolly**  
Chief of Police

400 S. Vine  
Urbana, Illinois 61801  
217(384-2320)  
FAX 217(384-2363)

March 30, 2011

Champaign County Board  
Brookens Administrative Center  
1776 East Washington Street  
Urbana, IL 61802

Dear Members of the Champaign County Board:

Recently, it has come to the attention of my department that Champaign County Coroner Duane Northrup is making arrangements to conduct autopsies in a new facility on East Main Street in Urbana. After consulting with my staff on this issue, the Urbana Police Department supports the concept of conducting autopsies locally.

The Urbana Police Department works alongside the Champaign County Coroner's Office on many death investigations. Not having to drive to McLean County to attend autopsies will save the Urbana Police Department both time and money. Financially speaking, two hours are needed to drive over and back, which is at a minimum accounted for by straight time and may be accounted for by overtime. Wear and tear on department vehicles and fuel costs are also considerations.

In addition to these financial issues, there is a convenience factor which cannot be understated. The Department will lose less time during death investigations due to the proximity of this facility. That time can be used to follow-up on other leads.

In conclusion, I simply would like to state that the Urbana Police Department would support autopsies being conducted locally.

Sincerely,

A handwritten signature in cursive script that reads "Patrick J. Connolly".

Patrick J. Connolly  
Chief of Police