

**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE
County of Champaign, Urbana, Illinois**

MINUTES – Approved as Distributed November 7, 2023

DATE: Tuesday, October 3, 2023
TIME: 6:30 p.m.
PLACE: Shields-Carter Meeting Room
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

Committee Members

Present: Stephanie Fortado, Elly Hanauer-Freidman, Jennifer Locke, Jenny Lokshin, Bethany Vanichtheeranont, Jeff Wilson

Absent: Mike Ingram and John Farney

County Staff: Dana Brenner (Facilities Director), Chris Smith (Building and Grounds Manager) and Mary Ward (Recording Clerk)

Others Present: Karla Smalley (Bailey Edwards Design), Austin Barton (Broeren Russo Builders, Inc.), Chris Bieser (Reifsteck Reid Architecture) and Matt Brown (PJ Hoerr Construction)

Agenda

- I. Call to Order and Roll Call
Committee Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken and a quorum was declared present.
- II. Approval of Agenda/Addenda
MOTION by Ms. Locke to approve the agenda; seconded by Mr. Wilson. Upon voice vote, the **MOTION CARRIED** unanimously.
- III. Approval of Minutes – September 5, 2023
MOTION by Ms. Hanauer-Freidman to approve the September 5, 2023 minutes; seconded by Ms. Locke. Upon voice vote, the **MOTION CARRIED** unanimously.
- IV. Public Participation
There was no public participation.
- V. Communications
There were no communications from the board.
- VI. New Business
 - A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – Karla Smalley, and Broeren Russo – Austin Barton
Mr. Barton shared photos and gave an update on the progress at County Plaza. Dry wall work is starting on levels 4 and 3. The framing inspections went well with the city. Roof is about 75%. If all goes well should have all insulation off the ground and on the roof by the end of the week. Have begun metal framing on the 5th floor and will be working down.

- B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza Renovation Project (Change Order Log and Change Orders #17 and #18 attached)

There are two credits. One for ballistic panels not being installed above the ceiling and the other for fencing modifications and removal. They were able to find an alternate manufacturer for the fencing and were able to reduce some of the fencing on the parking deck.

Mr. Wilson asked for an explanation of their worker safety program/policy. There is a mandatory site-safety program for all new employees. Once they pass their orientation, they get a hard-hat sticker to show they've passed. OSHA has already been on site and that went well. There has only been minor incident so far. Mr. Wilson then asked about what the procedure was after an incident.

Discussion then shifted to the minority workforce development. Females in the workforce are at 4% and minorities at 19%. (updated number from chart shared at meeting). Ms. Fortado congratulated them on getting the minority numbers up.

MOTION by Ms. Vanichtheeranont to approve Change Orders #17 and #18 for ITB#2022-008 County Plaza Renovation Project; seconded by Ms. Locke. Upon voice vote, the **MOTION CARRIED** unanimously.

- C. Update on ITB#2022-009 Satellite Jail Consolidation – Reifsteck Reid Architecture – Chris Bieser, and PJ Hoerr Construction - Matt Brown (Pay Application #6 and Drone Photos attached)

Matt Brown gave the update on the Satellite Jail Consolidation. They are making good progress. Most of the joists are installed and will be finishing this week. Masonry work is happening everywhere, and all the structural masonry work is complete. Roofing has started. Ms. Fortado asked if there concerns about getting roof on. At this point, there are no concerns; we are in good shape with the roof.

Mr. Wilson asked about their worker safety program/policy and if there have been any events. They have a robust safety policy. There have been no lost time accidents on this project. Feels like it is going well and feels like the team takes safety seriously. OSHA+ and observations. They also have an app that helps with safety audits and checklists.

Mr. Wilson asked what the critical path is for the project. It is the masonry work and then security systems. There will be a lot to do to get the security systems up and running efficiently.

- D. Update on Change Orders for ITB#2022-009 Satellite Jail Consolidation Project (Change Order/Pay Application Log and Change Orders #10, #11 and #12 attached)

There are three change orders. #10 is a credit for installing new CMU wall over existing concrete duct bank in lieu of removing the existing concrete slab and providing a new footing. #11 is a charge for changing return air temperature sensors to wall sensors. #12 is a charge for additional fire dampers in duct penetrations of rated walls. Mr. Wilson asked about change order 11 and asked if it was an owner driven change. It is in an office area and will give them more control.

MOTION by Mr. Wilson to approve Change Orders #10, #11 and #12 for ITB#2022-009 Satellite Jail Consolidation; seconded by Ms. Vanichtheeranont. Upon voice vote, the **MOTION CARRIED** unanimously.

- E. Discussion and Award of Contract for ITB #2023-004 Champaign County Courthouse Parking Lot Access Control Project – Karla Smalley – Bailey Edward Design (Bailey Edward Letter of Recommendation, Bid Tab Summary attached)
Duce was the low bid. The recommendation is to take the base bid with alternate 2 and alternate 1 (seal coat) be selected if the funds are available. The original projected budget for the project was \$150,000. Ms. Lokshin asked what the benefit is in re-sealing the parking lot at this time. The lot was last re-sealed 6-7 years ago. It would help keep the lot in decent shape as there are a number of cracks, some of them are larger. It also needs to be re-stripped and re-numbered.

Discussion centered around the large gap in the bids. There is over a \$100,000 difference between the bids. How confident are we they can do the work for that price. Neither Mr. Brenner nor Ms. Smalley could explain what the difference was. Mr. Brenner said they are confident Duce can do the work at the price they have given us. We have worked with Duce previously on projects. We struggled to get bidders for this project and would prefer to have more bidders. Ms. Smalley spoke with the estimator after the bids were opened and they went back through their numbers.

MOTION by Ms. Locke to accept the Bailey Edward recommendation to award the contract to Duce with Alternate 2 and that Alternate 1 be selected if the funds are available; seconded by Ms. Hanauer/Freidman. Upon voice vote, the **MOTION CARRIED** unanimously.

- F. Update on ITB #2023-005 County Plaza Elevator Renovation Project
The low bidder was Otis. We are working with them on a contract. There is a question on builder's risk. The builder's risk needs to be with Otis. This is the last piece of the contract that needs to be dealt with. Once it's signed, we can get equipment ordered and the clock will start ticking.

We would also like to reach out to the City of Urbana to see if the Sheriff can be moved in once the North elevator is running. We could also do a lot of background work – move in furniture, get the internet up and running, etc. before everyone else moves in.

VII. Other Business

Ms. Lokshin asked if a tour could be arranged of County Plaza. Some current members of the committee were not even on the Board the last time there was a tour. The tour will try to be arranged for 5:15 p.m. prior to next month's meeting. A tour also needs to be scheduled for ILEAS for some time in the future. Details will be shared prior to next month's meeting on the County Plaza tour.

VIII. Presiding Officer's Report

A. Future Meeting – November 7, 2023 @ 6:30 p.m.

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

Items to be placed on the Consent Agenda include: VI. B., D., and E.

X. Adjournment

Ms. Lokshin adjourned the meeting at 7:25 p.m.