



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

Tuesday, June 4, 2024, at 6:30p.m.
Shields-Carter Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana, IL 61802

Committee Members:

Jenny Lokshin – Chair	Carolyn Greer
Jeff Wilson – Vice Chair	Jennifer Locke
Stephanie Fortado	Mike Smith
Elly Hanauer-Friedman	Bethany Vanichtheeranont

Facility Tour: Satellite Jail Consolidation Project located at 502 So. Lierman, Urbana – 5:25p.m. Meet by PJ Hoerr Construction Trailer on the north side of the facility. Access road is adjacent to the Salt Dome. Tour will begin at 5:30p.m. and conclude by 6:05p.m. Parking is available by the construction trailer.

<u>Agenda</u>	<u>Page #</u>
I. Call to Order and Roll Call	
II. Approval of Agenda/Addenda	
III. Approval of Minutes – May 7, 2024	1 - 4
IV. Public Participation	
V. Communications	
VI. New Business	
A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – David Schnebly, and Broeren Russo – Austin Barton (May 2024 Photos Attached)	5 - 17
B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza Renovation Project (Change Orders #45, #46, #47, #48, #49 and #50 attached and composite of change orders and pay applications to be handed out)	18 - 23
C. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey Edward Design – David Schnebly	
D. Update on Courthouse Parking Lot Access Control Project – Bailey Edward Design – David Schnebly	
E. Update on ITB#2022-009 Satellite Jail Consolidation (May 2024 Photos Attached)	24 - 37
F. Discussion and Approval of Change Orders for ITB#2022-009 Satellite Jail Consolidation Project (Change Orders and composite of all change orders and pay applications to date – Handout if completed)	
G. Discussion of PJ Hoerr Minority Employment Reports for March and April of 2024 (To be distributed)	
H. Discussion and Approval Extension Letters of Understanding with Bailey Edward Design, Reifsteck Reid Architecture and GHR Engineering	38 - 43

All meetings are at the Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

- I. Discussion and Approval of Courthouse Boiler Burner Replacement Project 44 - 61
ITB#2024-002 Bid Documentation and Drawings – Capital Asset Fund Project–
GHR Engineering – Jim Gleason) (Bid Documents Attached)
- J. Discussion and Award of Contract for Moving Services (County Executive 62
Recommendation Letter Attached)

- VII. Other Business
- VIII. Presiding Officer’s Report
 - A. Future Meeting – **August 6, 2024 @ 6:30pm**
- IX. Designation of Items to be Placed on the Consent Agenda
- X. Adjournment

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

8 **MINUTES – Pending Approval**

9 **DATE:** Tuesday, May 7, 2024
10 **TIME:** 6:30 p.m.
11 **PLACE:** Shields-Carter Meeting Room
12 Brookens Administrative Center
13 1776 E. Washington St., Urbana IL 61802

14 **Committee Members**

15 **Present:** Stephanie Fortado, Carolyn Greer, Jennifer Locke, Jenny Lokshin, Mike Smith,
16 and Jeff Wilson
17

18 **Absent:** Elly Hanauer-Freidman and Bethany Vanichtheeranont
19

20 **County Staff:** Dana Brenner (Facilities Director), Chris Smith (Building and Grounds Manager),
21 Steve Summers (County Executive) and Mary Ward (Recording Clerk)
22

23 **Others Present:** Austin Barton (Broeren Russo) and Karla Smalley (Bailey Edward Design)

24 **Agenda**

25 I. Call to Order and Roll Call
26

27 Committee Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken, and a
28 quorum was declared present.
29

30 II. Approval of Agenda/Addenda
31

32 **MOTION** by Mr. Smith to approve the agenda; seconded by Ms. Locke. Upon voice vote the
33 **MOTION CARRIED** unanimously.
34

35 III. Approval of Minutes – April 2, 2024
36

37 **MOTION** by Ms. Locke to approve the April 2, 2024 minutes; seconded by Ms. Fortado. Upon
38 voice vote the **MOTION CARRIED** unanimously.
39

40 IV. Public Participation
41

42 None
43

44 V. Communications
45

46 None
47
48

49 VI. New Business

50 A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward
51 Design – Karla Smalley, and Broeren Russo – Austin Barton
52

53 Mr. Barton presented the Committee pictures of the County Plaza Renovation Project. The
54 curtain wall is 95% complete. The coating on the parking deck is complete and painting will
55 start on the upper deck followed by the lower deck. Lobby flooring tile work has started.
56 Switch gear has been installed and tested. We are now running on permanent power for the
57 building. The generator was put in place today and will be able to power the entire building.
58 Mill work is installed, and the countertops are here, and installation will be starting. Mr.
59 Summers asked about the thickness of the counter that was pictured. It is a double-wall
60 system to create the countertop depth. He also asked if part of the thickness was to allow for
61 ballistic panels. The ballistic panels are on the fourth floor and the extra are being used in the
62 Clerk's Office on the first floor.
63

64 B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza
65 Renovation Project (Change Orders #42, #43, #44 and composite of all change
66 orders and pay applications to date)
67

68 Ms. Smalley went over the change orders. Change Order 42 is to provide ventilation at the
69 lower garage level by installing air louvers and CO monitoring equipment. Change Order 43 is
70 to install two additional receptacles in the fourth-floor interview rooms for video monitoring
71 screens. Change Order 44 is to install electric power to both penthouse split coiling units.
72

73 **MOTION** by Mr. Smith to recommend County Board approval of a resolution approving
74 Change Orders 42, 43 and 44 for the County Plaza Renovation Project; seconded by Ms.
75 Locke. Upon voice vote, the **MOTION CARRIED** unanimously.
76

77 C. Discussion of Broeren Russo Minority Employment Reports for March and April 2024
78

79 Mr. Barton presented the April Minority Employment Report for April. Minorities are still at
80 13.5%. With work dwindling down, it is harder to find female workers. Mr. Wilson asked how
81 much more work is to be done. Mr. Wilson asked how much work is left to be done. There is
82 about 4 weeks or so of work left.
83

84 D. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey
85 Edward Design – Karla Smalley
86

87 Ms. Smalley gave the update on the County Plaza Elevator Renovation Project. The machine
88 for the North elevator is planned to ship next week. There is a delay on the controller,
89 although it is still anticipated to arrive at the end of May. Everything is still on track for the
90 South elevators to arrive in June.
91

92 E. Update on Courthouse Parking Lot Access Control Project – Bailey Edward
93 Design – Karla Smalley
94

95 Ms. Smalley updated the Committee on the Courthouse Parking Lot Access Control Project.
96 The lot will be closed on May 23 and 24 for coating and striping. The barriers are on order

97 and they are working on programming the computer for the gate. The hope is to go live
98 shortly after Memorial Day. The plan is to utilize the upper deck parking at County Plaza for
99 those two days. Policy on key cards was discussed; there is no policy at this time. Looking at
100 making it the departments responsibility to pay to replace lost key cards.

101
102 F. Update on ITB#2022-009 Satellite Jail Consolidation

103
104 Mr. Brenner gave the update on the Satellite Jail Consolidation. The parking lot on the North
105 side has been poured. The new generator is in place and will provide for the new addition as
106 well as some of the old. There is enough power to take care of all the important items. The
107 outdoor rec areas have been poured and fencing will be installed. With the mechanical chase
108 areas, maintenance will be able to walk in behind the shower/toilet areas. The epoxy flooring
109 is going down. Case work is being delivered tomorrow and will be installed beginning next
110 week. The jail furniture will start be installed next week. Outside, earthwork is also being
111 done. The goal is to have Pod D finished by the end of June.

112
113 Ms. Fortado asked if the committee could do a walk through before people move in.

114
115 G. Discussion and Approval of Change Orders for ITB#2022-009 Satellite Jail Consolidation
116 Project (Change Orders #39, #40, #41, #42, #43 and composite of all change orders and pay
117 applications to date)

118
119 Mr. Brenner went over the Change Orders. Change Order 39 is to provide emergency power
120 for temperature control switches and fire fighter smoke control station. Change Order 40 is
121 to eliminate ceiling security mesh and modify the ceiling in two rooms. Change Order 41 is to
122 remodel the Booking area. Change Order 42 is for security caulking at ceiling deck seams in
123 cells. Change Order 43 glazing enclosing skylight shafts in Med Iso Cells.

124
125 **MOTION** by Ms. Locke to recommend County Board approval of a resolution approving
126 Change Orders 39, 40, 41, 42, and 43 for the Satellite Jail Consolidation Project; seconded by
127 Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.

128
129 H. Discussion of PJ Hoerr Minority Employment Reports for March of 2024

130
131 No report was available for the meeting.

132
133 I. Discussion and Award of Contract for County Highway Department Section #23-00469-00-RS
134 METCAD Parking Lot Renovation Project

135
136 Mr. Brenner led the discussion on METCAD Parking Lot Renovation Project. This will upgrade
137 the parking at METCAD and the Election Supply building. We worked with Highway to bid this
138 out at the same time as their Salt Dome repaving project. We have \$225,000 budgeted for
139 this project. There were two bidders, both of whom bid under the budgeted amount. Cross
140 Construction Inc. came in at \$162,078.75 and Open Road Paving bid \$197,229.90.

141
142 Mr. Wilson had questions about the Salt Dome Paving Project and the question was asked if
143 we had to choose the same contractor as Highway did. It was let as one, but each project had
144 to be bid on separately.

145
146 **MOTION** by Ms. Locke to recommend County Board approval of a resolution approving the
147 bid by Cross Construction, Inc. of \$162,078.75 for the METCAD Parking Lot Renovation
148 Project. Seconded by Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.
149

150 **VII. Other Business**

151
152 Ms. Lokshin said she had been contacted by the African American Heritage Trail Experience C-U
153 regarding placing a plaque at the Courthouse honoring James Burgess. Mr. Burgess was elected
154 State’s Attorney in 1972 and was the first African American State’s Attorney in Illinois. Ms.
155 Locke stated that she was in support of letting them place a plaque at the Courthouse.
156 Discussion was held on where it could be placed with the committee agreeing it would be fitting
157 to have this in front of the building where he worked. Ms. Locke stated she supports putting this
158 up and loves seeing these go up throughout the community. Ms. Lokshin said she would like to
159 see this on the full County Board Agenda for May and the committee was in agreement.
160

161 Mr. Summers said there was a question about whether or not the fund for the maintenance of
162 the clock tower could be used to purchase the plaque for the Bruce Hannon Memorial. After
163 checking with Mr. Beckett, he thinks there is adequate latitude in the language to allow the fund
164 the pay for the plaque.
165

166 **VIII. Presiding Officer’s Report**

167
168 A. Future Meeting – **June 4, 2024 @ 6:30pm**
169

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

171
172 Items to be placed on the Consent Agenda include 6. B., G., and I.
173

174 **X. Adjournment**

175
176 Chair Lokshin adjourned the meeting at 7:35 p.m.



Broeren Russo Builders, Inc.

Printed on Thu May 30, 2024 at 03:09 pm CDT

Job #: 202269 Champaign County Plaza Renovation
102 E Main Street
Urbana, Illinois 61801

Unclassified

Description

Taken Date
05/30/2024 at 03:07 pm

Upload Date
05/30/2024 at 03:08 pm

Uploaded By
Austin Barton

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Austin Barton

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Job #: 202269 Champaign County Plaza Renovation
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05/30/2024 at 03:04 pm

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Austin Barton

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Unclassified

Description

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05/30/2024 at 10:35 am

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Unclassified

Description

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Austin Barton

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Urbana, Illinois 61801

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Uploaded By
Austin Barton

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102 E Main Street
Urbana, Illinois 61801

Unclassified

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Austin Barton

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Unclassified

Description

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Austin Barton

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Job #: 202269 Champaign County Plaza Renovation
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Urbana, Illinois 61801

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05/30/2024 at 03:04 pm

Uploaded By
Austin Barton

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AIA Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
 Champaign County Plaza Renovation
 102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
 Contract For: General Construction
 Date December 23, 2022

CHANGE ORDER INFORMATION:
 Change Order Number 045
 Date: 05/28 2024

OWNER: *(Name and address)*
 Champaign County Board
 1776 E. Washington Street, Champaign,
 IL 61622

ARCHITECT: *(Name and address)*
 Bailey Edward Design Inc.
 1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
 Broeren Russo
 602 N. County Fair Drive, Suite A,
 Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives)

Provide all materials, labor, and equipment to install ten additional lock sets on doors marked "Existing to Remain". These added lock sets are to be installed in Janitor rooms, mechanical room, and exterior offices. This will not affect the substantial completion date of 6.14.2024.

The original Contract Sum was	\$ 18,825,000.00
The net change by previously authorized Change Orders	\$ 1,454,937.46
The Contract Sum prior to this Change Order was	\$ 20,279,937.46
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,555.00
The new Contract Sum including this Change Order will be	\$ 20,284,492.46

The Contract Time will be unchanged by (0) days.
 The new date of Substantial Completion will be June 14, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc
 ARCHITECT *(Firm name)*

Broeren Russo
 CONTRACTOR *(Firm name)*

Champaign County Board
 OWNER *(Firm name)*

Karla Smalley
 SIGNATURE

Austin Barton
 SIGNATURE

 SIGNATURE

Karla Smalley, Architect
 PRINTED NAME AND TITLE

Austin Barton, Project Manager
 PRINTED NAME AND TITLE

Steve Summers, County Executive
 PRINTED NAME AND TITLE

05.30.24
 DATE

5/30/2024
 DATE

 DATE



AIA Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Champaign County Plaza Renovation
102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
Contract For: General Construction
Date: December 23, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 046
Date: 05/28/2024

OWNER: *(Name and address)*
Champaign County Board
1776 E. Washington Street, Champaign,
IL 61622

ARCHITECT: *(Name and address)*
Bailey Edward Design Inc.
1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
Broeren Russo
602 N. County Fair Drive, Suite A,
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide all materials, labor, and equipment to install a card reader at the first floor main entrance.

The original Contract Sum was	\$	18,825,000.00
The net change by previously authorized Change Orders	\$	1,459,492.46
The Contract Sum prior to this Change Order was	\$	20,284,492.46
The Contract Sum will be increased by this Change Order in the amount of	\$	3,316.00
The new Contract Sum including this Change Order will be	\$	20,287,808.46

The Contract Time will be unchanged by (0) days.
The new date of Substantial Completion will be June 14, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT *(Firm name)*

Broeren Russo
CONTRACTOR *(Firm name)*

Champaign County Board
OWNER *(Firm name)*


SIGNATURE


SIGNATURE

SIGNATURE

Karla Smalley, Architect
PRINTED NAME AND TITLE

Austin Barton, Project Manager
PRINTED NAME AND TITLE

Steve Summers, County Executive
PRINTED NAME AND TITLE

05.30.24
DATE

5/30/2024
DATE

DATE



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Champaign County Plaza Renovation
102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
Contract For: General Construction
Date: December 23, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 047
Date: 05/28/2024

OWNER: *(Name and address)*
Champaign County Board
1776 E. Washington Street, Champaign,
IL 61622

ARCHITECT: *(Name and address)*
Bailey Edward Design Inc.
1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
Broeren Russo
602 N. County Fair Drive, Suite A,
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide all materials, labor, and equipment for additional exterior painting of the sign and covered stair.

The original Contract Sum was	\$	18,825,000.00
The net change by previously authorized Change Orders	\$	1,462,808.46
The Contract Sum prior to this Change Order was	\$	20,287,808.46
The Contract Sum will be increased by this Change Order in the amount of	\$	3,139.00
The new Contract Sum including this Change Order will be	\$	20,290,947.46

The Contract Time will be unchanged by (0) days.
The new date of Substantial Completion will be June 14, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT *(Firm name)*

Broeren Russo
CONTRACTOR *(Firm name)*

Champaign County Board
OWNER *(Firm name)*


SIGNATURE


SIGNATURE

SIGNATURE

Karla Smalley, Architect
PRINTED NAME AND TITLE

Austin Barton, Project Manager
PRINTED NAME AND TITLE

Steve Summers, County Executive
PRINTED NAME AND TITLE

05.30.24
DATE

5/30/2024
DATE

DATE



AIA Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Champaign County Plaza Renovation
102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
Contract For: General Construction
Date: December 23, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 048
Date: 05/28/2024

OWNER: *(Name and address)*
Champaign County Board
1776 E. Washington Street, Champaign,
IL 61622

ARCHITECT: *(Name and address)*
Bailey Edward Design Inc.
1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
Broeren Russo
602 N. County Fair Drive, Suite A,
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide all materials, labor, and equipment additional work on the roof penthouses. This work is to include carpentry repairs as well as painting the penthouses.

The original Contract Sum was	\$	18,825,000.00
The net change by previously authorized Change Orders	\$	1,465,947.46
The Contract Sum prior to this Change Order was	\$	20,290,947.46
The Contract Sum will be increased by this Change Order in the amount of	\$	6,634.00
The new Contract Sum including this Change Order will be	\$	20,297,581.46

The Contract Time will be unchanged by (0) days
The new date of Substantial Completion will be June 14, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT *(Firm name)*

SIGNATURE

Karla Smalley, Architect
PRINTED NAME AND TITLE

DATE

05.30.24

Broeren Russo
CONTRACTOR *(Firm name)*

SIGNATURE

Austin Barton, Project Manager
PRINTED NAME AND TITLE

DATE

5/30/2024

Champaign County Board
OWNER *(Firm name)*

SIGNATURE

Steve Summers, County Executive
PRINTED NAME AND TITLE

DATE

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Champaign County Plaza Renovation
102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
Contract For: General Construction
Date: December 23, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 049
Date: 05/28/2024

OWNER: *(Name and address)*
Champaign County Board
1776 E. Washington Street, Champaign,
IL 61622

ARCHITECT: *(Name and address)*
Bailey Edward Design Inc.
1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
Broeren Russo
602 N. County Fair Drive, Suite A,
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)


Provide all materials, labor, and equipment to install vinyl flooring on the accent stair from Level 1 to Level 2.

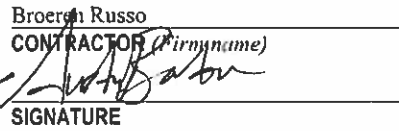
The original Contract Sum was	\$ 18,825,000.00
The net change by previously authorized Change Orders	\$ 1,472,581.46
The Contract Sum prior to this Change Order was	\$ 20,297,581.46
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,367.00
The new Contract Sum including this Change Order will be	\$ 20,303,948.46

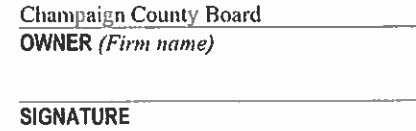
The Contract Time will be unchanged by (0) days.
The new date of Substantial Completion will be June 14, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT *(Firm name)*

SIGNATURE
Karla Smalley, Architect
PRINTED NAME AND TITLE
05.30.24
DATE

Broeren Russo
CONTRACTOR *(Firm name)*

SIGNATURE
Austin Barton, Project Manager
PRINTED NAME AND TITLE
5/30/2024
DATE

Champaign County Board
OWNER *(Firm name)*

SIGNATURE
Steve Summers, County Executive
PRINTED NAME AND TITLE
DATE



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Champaign County Plaza Renovation
102 E. Main Street, Urbana IL 61801

CONTRACT INFORMATION:
Contract For: General Construction
Date: December 23, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 050
Date: 05/30/2024

OWNER: *(Name and address)*
Champaign County Board
1776 E. Washington Street, Champaign,
IL 61622

ARCHITECT: *(Name and address)*
Bailey Edward Design Inc.
1103 S. Mattis Ave, Champaign IL 61821

CONTRACTOR: *(Name and address)*
Broeren Russo
602 N. County Fair Drive, Suite A,
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide all materials, labor, and equipment to dispose of 23 parking bumpers and provide 6 new parking bumpers.

The original Contract Sum was	\$	<u>18,825,000.00</u>
The net change by previously authorized Change Orders	\$	<u>1,478,948.46</u>
The Contract Sum prior to this Change Order was	\$	<u>20,303,948.46</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>3,846.75</u>
The new Contract Sum including this Change Order will be	\$	<u>20,307,795.21</u>
The Contract Time will be unchanged by (0) days.		
The new date of Substantial Completion will be June 14, 2024		

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT *(Firm name)*

Broeren Russo
CONTRACTOR *(Firm name)*

Champaign County Board
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Karla Smalley, Architect
PRINTED NAME AND TITLE

Austin Barton, Project Manager
PRINTED NAME AND TITLE

Steve Summers, County Executive
PRINTED NAME AND TITLE

DATE

5/30/2024
DATE

DATE





























CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES

DANA BRENNER, FACILITIES DIRECTOR



Extension of the Letter of Understanding

This Extension of the Letter of Understanding ("Extension Letter") is made on _____, by and between Champaign County, of 1776 E. Washington, Urbana, Illinois 61802 (hereinafter referred to as "the County") and Bailey Edward Design, Inc., of 1103 South Mattis Avenue, Champaign, Illinois 61821-4829 (hereinafter referred to as "Bailey Edward") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFQ #2020-005 for architectural services ("the RFQ").

WHEREAS the County and Bailey Edward, on February 22nd, 2021, did enter into an agreement memorialized by a Letter of Understanding (the "Original Letter") so that County and Bailey Edward would work together to complete selected various projects named in the RFQ and that might arise during the term of the agreement;

AND WHEREAS the Original Letter stated a term of January 1, 2021 to December 31, 2023;

AND WHEREAS the County and Bailey Edward have, consistent with the Original Letter, entered into one or more architectural contracts for selected projects, and as of the date of this Extension Letter those projects are ongoing and their respective contracts remain in force;

AND WHEREAS neither the County nor Bailey Edward desire to disrupt or discontinue the working arrangements between the Parties while in the midst of ongoing projects;

AND WHEREAS the County and Bailey Edward desire to extend the term of the Original Letter between them, continuing the working arrangements that each of them agrees are necessary;

NOW, THEREFORE:

Purpose: The purpose of this Extension Letter is to extend the term of the Original Letter, without changing the substance of the Original Letter, the agreement(s) it represents, or any contract. The Purpose of the Original Letter remains in effect, as set forth in the Original Letter.

Term: The arrangements made by the Parties by this Extension Letter shall remain in place from January 1, 2024 until December 31, 2025.

All other terms and conditions of the Original Letter are adopted and incorporated by reference herein as if restated herein, and remain in full force and effect, except that in all instances where the Original Letter uses the date range of "January 1, 2021 to December 31, 2023" it shall read as "January 1, 2024 to December 31, 2025", consistent with the Purpose of this Extension Letter.

This Extension Letter will be effective upon the signature of both Parties.

Signatories

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of Bailey Edward Design, Inc. by Ellen Dickson.

By: _____ Date: _____

Champaign County
Steve Summers, its County Executive

By: _____ Date: _____

Bailey Edward Design, Inc.
Ellen Dickson, its President

CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES

DANA BRENNER, FACILITIES DIRECTOR



Extension of the Letter of Understanding

This Extension of the Letter of Understanding ("Extension Letter") is made on _____, by and between Champaign County, of 1776 E. Washington, Urbana, Illinois 61802 (hereinafter referred to as "the County") and Reifsteck Reid & Company Architects, of Lincolnshire Center Suite #4, 909 Arrow Road, Champaign, Illinois 61821 (hereinafter referred to as "Reifsteck Reid") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFQ #2020-005 for architecture services ("the RFQ").

WHEREAS the County and Reifsteck Reid, on February 22nd, 2021, did enter into an agreement memorialized by a Letter of Understanding (the "Original Letter") so that County and Reifsteck Reid would work together to complete selected various projects named in the RFQ and that might arise during the term of the agreement;

AND WHEREAS the Original Letter stated a term of January 1, 2021 to December 31, 2023;

AND WHEREAS the County and Reifsteck Reid have, consistent with the Original Letter, entered into one or more architectural contracts for selected projects, and as of the date of this Extension Letter those projects are ongoing and their respective contracts remain in force;

AND WHEREAS neither the County nor Reifsteck Reid desire to disrupt or discontinue the working arrangements between the Parties while in the midst of ongoing projects;

AND WHEREAS the County and Reifsteck Reid desire to extend the term of the Original Letter between them, continuing the working arrangements that each of them agrees are necessary;

NOW, THEREFORE:

Purpose: The purpose of this Extension Letter is to extend the term of the Original Letter, without changing the substance of the Original Letter, the agreement(s) it represents, or any contract. The Purpose of the Original Letter remains in effect, as set forth in the Original Letter.

Term: The arrangements made by the Parties by this Extension Letter shall remain in place from January 1, 2024 until December 31, 2025.

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This Extension Letter will be effective upon the signature of both Parties.

Signatories

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of Reifsteck Reid & Company Architects by Chuck R. Reifsteck.

By: _____ Date: _____
Champaign County
Steve Summers, its County Executive

By: _____ Date: _____
Reifsteck Reid & Company Architects
Chuck R. Reifsteck, its President

CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES

DANA BRENNER, FACILITIES DIRECTOR



Extension of the Letter of Understanding

This Extension of the Letter of Understanding ("Extension Letter") is made on _____, by and between Champaign County, of 1776 E. Washington, Urbana, Illinois 61802 (hereinafter referred to as "the County") and GHR Engineers and Associates, Inc., of 1615 South Neil Street, Champaign, Illinois 61820 (hereinafter referred to as "GHR") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFQ #2020-004 for engineering services ("the RFQ").

WHEREAS the County and GHR, on February 22nd, 2021, did enter into an agreement memorialized by a Letter of Understanding (the "Original Letter") so that County and GHR would work together to complete selected various projects named in the RFQ and that might arise during the term of the agreement;

AND WHEREAS the Original Letter stated a term of January 1, 2021 to December 31, 2023;

AND WHEREAS the County and GHR have, consistent with the Original Letter, entered into one or more engineering contracts for selected projects, and as of the date of this Extension Letter those projects are ongoing and their respective contracts remain in force;

AND WHEREAS neither the County nor GHRs desire to disrupt or discontinue the working arrangements between the Parties while in the midst of ongoing projects;

AND WHEREAS the County and GHR desire to extend the term of the Original Letter between them, continuing the working arrangements that each of them agrees are necessary;

NOW, THEREFORE:

Purpose: The purpose of this Extension Letter is to extend the term of the Original Letter, without changing the substance of the Original Letter, the agreement(s) it represents, or any contract. The Purpose of the Original Letter remains in effect, as set forth in the Original Letter.

Term: The arrangements made by the Parties by this Extension Letter shall remain in place from January 1, 2024 until December 31, 2025.

All other terms and conditions of the Original Letter are adopted and incorporated by reference herein as if restated herein, and remain in full force and effect, except that in all instances where the Original Letter uses the date range of "January 1, 2021 to December 31, 2023" it shall read as "January 1, 2024 to December 31, 2025", consistent with the Purpose of this Extension Letter.

This Extension Letter will be effective upon the signature of both Parties.

Signatories

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of GHR Engineers and Associates, Inc. by Lucas E. McGill PE.

By: _____ Date: _____
Champaign County
Steve Summers, its County Executive

By: _____ Date: _____
GHR Engineers and Associates, Inc.
Lucas E. McGill PE, its Executive Vice-President



DOCUMENT 00 4113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: _____.
- B. Project Name: **Courthouse Boiler Burner Replacement (ITB #2024-002)**
- C. Project Location: 101 East Main Street
Urbana, Illinois 61801
- D. Owner: County of Champaign
- E. Building Design Team: GHR Engineers and Associates, Inc.

1.2 QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.
- B. Bidders shall hold directly a State of Illinois Boiler Pressure Vessel Repair License.
- C. Bidders shall carry insurance in the minimum amount of \$300,000 to cover losses related to their work. (A Certificate to this effect is part of the License Procurement from the State.)
- D. Bidders shall have an R Certificate of Authorization from the National Board of Boiler and Pressure Vessel Inspectors.
- E. Welders employed for this work shall be ASME certified.
- F. Bidders shall have at least ten years documentable experience in low pressure steam boiler burner replacement and repairs.

1.3 CERTIFICATIONS AND BASE BID

- A. HVAC Bid, Single-Prime Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by the Design Team, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named



project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. _____ Dollars
(\$_____).

Bidders Note: Show bid amount in both words and figures. All spaces must be completed.

1.4 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within **ten (10)** days after a written Notice of Award, if offered within **sixty (60)** days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached bank draft/cashier's check, certified check, U.S. money order, or bid bond **payable to County of Champaign**, as liquidated damages for such failure, in an amount constituting **ten percent (10%)** of the Base Bid amount:

1. _____ Dollars
(\$_____).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the bank draft/cashier's check, certified check, U.S. money order, or bid bond.

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Owner, and shall fully complete the Work as indicated in the Invitation to Bid.

1.6 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated _____.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.

1.7 CONTRACTOR'S LICENSE

- A. The undersigned warrants that he/she is duly authorized to bind contractually the entity submitting this bid, to fully perform all duties and to deliver all services in accordance with the terms and conditions set forth herein. All signatures to be sworn before a Notary Public.



1.8 REFERENCES

A. List six separate projects where burner replacements of at least 4,000 MBH have been provided - 2 examples of firebox boiler / burner conversions; 2 examples of scotch boiler / burner conversions and; 2 examples of water-tube type boiler / burner conversions.

- 1. Location _____ Type _____
- 2. Location _____ Type _____
- 3. Location _____ Type _____
- 4. Location _____ Type _____
- 5. Location _____ Type _____
- 6. Location _____ Type _____

B. Provide two photographs of each example.

- 1. Location _____ Photos Attached (Y/N) _____
- 2. Location _____ Photos Attached (Y/N) _____
- 3. Location _____ Photos Attached (Y/N) _____
- 4. Location _____ Photos Attached (Y/N) _____
- 5. Location _____ Photos Attached (Y/N) _____
- 6. Location _____ Photos Attached (Y/N) _____

1.9 SUBMISSION OF BID

Respectfully submitted this ____ day of _____, 2024.

Submitted By: _____
(Name of bidding firm or corporation)

Authorized Signature: _____
(Handwritten signature)

Signed By: _____
(Type or print name)

Title: _____
(Owner/Partner/President/Vice President)

Witness By: _____
(Handwritten signature)



Attest: _____
(Handwritten signature)

By: _____
(Type or print name)

Subscribed and sworn to before me this

_____ Day of _____, 2024.

_____, Notary Public

(Affix Notary Seal Here)

END OF DOCUMENT 00 4113



June 6, 2024

BID: County of Champaign, Illinois
Courthouse Boiler Burner Replacement (ITB #2024-002)
July 9, 2024
2:00 P.M., Public Opening
Lyle Shields Meeting Room
Brookens Administrative Center
1776 East Washington
Urbana, Illinois 61802-4581

Dear Bidder:

The County of Champaign is inviting the submission of sealed bids for replacing the burners of both existing steam boilers at the Champaign County Courthouse, 101 East Main Street, Urbana, Illinois 61801.

Specifications are prepared with the intent of offering equal opportunity to all bidders. No oral interpretations will be given to any bidder as to the meaning of the specifications. Requests for clarification must be submitted **in writing** via mail, fax or email to:

GHR Engineers and Associates, Inc.
Attn.: James N. Gleason
1615 South Neil Street
Champaign, IL 61820
Fax: (217) 356-1092
Email: jgleason@ghrinc.com

Clarification requests must be received no later than July 2, 2024, 2:00 pm to be considered.

Pursuant to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.), not less than the prevailing rate of wages as determined by the Illinois Department of Labor, County of Champaign, or court on review shall be paid by the vendor/contractor to all laborers, workers and mechanics performing work under this contract.

All bids are to be sealed and in the hands of the undersigned by the due date and time stated above, at which time bids will be publicly opened. There will be no bids accepted after said date and time. Your bid is to be submitted on the bid form provided. The envelope containing your bid is to be sealed and marked in the lower left-hand corner: **"Sealed Bid: Courthouse Boiler Burner Replacement (ITB #2024-002)"**. Bids will not be accepted by FAX or by e-mail.



The Champaign County Board reserves the right to reject any or all bids, to accept the bids, or to waive any irregularities should it deem to be in the best interest of the County of Champaign to do so. The bids will be awarded to the lowest responsible bidder meeting specifications as determined by the Champaign County Board.

Sincerely,

Dana Brenner
Facilities Director

END OF NOTICE TO BIDDERS 00 0200



DOCUMENT 00 1116 - INVITATION TO BID - ITB #2024-002

1.1 PROJECT INFORMATION

A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document.

B. Project Identification:
Courthouse Boiler Burner Replacement

1. Project Location:

Champaign County Courthouse
101 East Main Street
Urbana, Illinois 61801

C. Owner: County of Champaign

1. Owner's Representative:

Dana Brenner, Facilities Director
1776 East Washington
Urbana, IL 61802-4581
Phone: (217) 384-3765
Email: dbrenner@co-champaign.il.us

D. Project Design Team: GHR Engineers and Associates, Inc.

E. Project Description:

1. Replacing existing boiler burners with new high efficiency burners.

1.2 BID SUBMITTAL AND OPENING

A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Contract Documents issued by Owner, and delivered as follows:

1. **Bid Date: July 9, 2024.**
2. **Bid Time: 2:00 p.m., local time.**

Location:

Lyle Shields Meeting Room
Brookens Administration Center
1776 East Washington
Urbana, IL 61802



- B. Bids will be thereafter opened in the presence of the bidders and read aloud.

1.3 BID SECURITY

- A. Bid security in the form of a bank draft/cashier's check, certified check, U.S. money order, or bid bond **payable to County of Champaign** shall be submitted with each bid in the amount of **ten (10) percent** of the bid amount. No bids may be withdrawn for a period of **sixty (60) days** after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 PREBID CONFERENCE / SITE VISIT

- A. A prebid conference for all bidders will be held at **Lyle Shields Meeting Room, Brookens Administration Center, 1776 East Washington, Urbana, Illinois on Thursday, June 21, 2024 at 2:00 pm**, local time. Meet at front entrance.
- B. Building access for additional site visits may be made by contacting Owner's Representative.

Chris Smith, Building and Grounds Manager
Phone: 217-384-3765
Fax: 217-384-3896
E-mail: csmith@co-champaign.il.us

1.5 DOCUMENTS

- A. Documents can be procured by emailing Shannon Hicks, shicks@ghrinc.com. All documents will be in pdf form by email only.

1.6 TIME OF COMPLETION

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.
1. Anticipated Award of Contract: Board Meeting, **July 18, 2024.**
 2. Anticipated Letter of Notice of Award: On or about **July 19, 2024.**
 3. Pre-Construction/Pre-Installation Meeting: TBD.
 4. **Substantial Completion: October 12, 2024.**
 5. Punch List: Issued on or about **October 13, 2024.**
 6. **Final Completion: October 22, 2024.**



1.7 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. **A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.**

1.8 BIDDER'S QUALIFICATIONS

- A. Bidders shall hold directly a State of Illinois Boiler Pressure Vessel Repair License.
- B. Bidders shall carry insurance in the minimum amount of \$300,000 to cover losses related to their work. (A Certificate to this effect is part of the License Procurement from the State.)
- C. Bidders shall have an R Certificate of Authorization from the National Board of Boiler and Pressure Vessel Inspectors.
- D. Welders employed for this work shall be ASME certified.
- E. Bidders shall have at least ten years documentable experience in low pressure steam boiler burner replacement and repairs.

1.9 CONDITIONS OF THE WORK

- A. The boilers are used to create steam for space heating, reheat and humidification.
- B. The boilers are used year-round with at least one in operation at any given time.
- C. Bidders shall visit the site prior to submitting their bid. Observe the means of access to the boiler room for materials and personnel.
- D. Work on one boiler at a time. Remaining boiler shall remain in full operation until the replacement burner is brought back on line. Then replace the other burner.
- E. The Champaign County Courthouse is fully occupied and must remain in operation at all times.
- F. Schedule material deliveries and removal with designated County Representative to avoid conflicts with ongoing operations.
- G. Observe all building safety and security protocols as expressed by the designated County Representative.



1.10 SCOPE OF WORK

A. Provide all labor, equipment and material to:

1. Provide and install new burners within both existing Kewanee boilers. The boilers are Kewanee L3S-125-G Classic III 15 psig steam and are approximately 24 years old. (Kewanee is out of business.)
 2. New burners shall replace the existing burners in their entirety.
 3. Work shall include combustion chamber modifications, boiler modifications, new gas train components and control modifications as required for a complete and operable system.
 4. Burner
 - a. (2) Riello, Model: RS 130 / EV.
 - b. Fuel: Natl gas at 11" wc (field verify pressure before submitting proposal).
 - c. Firing rate max: 5,545 MBH.
 - d. Firing rate target: 5,230 MBH (125 hp).
 - e. Firing Rate min: 607 MBH (14 hp).
 - f. Min Turndown ratio: 8.6 : 1.
 - g. Siemens LMV – 3 Burner Management System with BACnet interface.
 - h. On-board 4.3" Touch-screen.
 - i. Variable Speed Drive Blower System.
 - j. Step-down Transformer.
 - k. RWF-55, PID Firing Rate Control.
 - 1) 15 psi Steam G/P Sensor.
 - l. Local / Remote enable switch (for use with BAS).
 - m. Alarm horn and Silence.
5. Gas Train
 - a. UL ASME CSD – 1a Code Compliant.
 - b. Pressure regulating, on / off gas valve.
 - c. Safety shut-off gas valve.
 - d. High and low gas pressure switches.
 - e. Main and pilot manual shut-off valves.
6. Installation
 - a. The scope of the project will include at a minimum, the following;
 - 1) Removal and disposal of the existing burners.
 - 2) New burner mounting plates complete with refractory, so as to provide proper burner location and placement, relative to the boiler, its wet surfaces and its combustion chamber.
 - 3) Natural gas piping as required by the gas train components and as per the manufacturers' requirements for proper installation and operation. In addition, all associated vent lines, relief lines, sensing



- lines, pipe stands, etc., will be provided and installed as per all applicable codes and standards.
- 4) Electrical connection to the existing power supply, rewiring and reorganization of the boiler pressure controls and wiring of the gas train components, will be provided.
 - 5) The burner, its flame management system and the gas train components will be provided and installed in compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.
7. Lead times shall be six weeks maximum on receipt of order.
 8. Installation time shall be seven working days maximum per boiler.
 9. Contact the State Fire Marshals Office on completion of work on each boiler. If a site inspection is required the Bidder shall arrange for such inspection.
 10. Bidder shall note a separate contract will be written to retube both boilers. Burner work must be scheduled in such a way as to allow retubing work to take precedent over burner replacement.
 11. Bidder shall contact existing Building Automation System (BAS) operator (Alpha Control Service, 866.257.4201) and include all work by Alpha required to properly disconnect existing burners (one by one) and reconnect new burners (one by one). Alpha currently sends an enable / disable signal to the existing burners. This function shall continue with the new burners. This project will not fully integrate the new burners into the BAS.
 12. Ameren Act-On-Energy Incentive
 - a. Bidder shall provide all services necessary to apply for Act-On-Energy incentives associated with burner replacement.
 - b. The incentives will be related to increased efficiency of combustion and increases in part load efficiency.
 - c. The incentive application will be via Ameren's "Custom" process.
 - d. Bidder shall do all the legwork resulting in incentives on the order of \$20,000 to \$24,000 for the project.

1.11 SCHEDULE

- A. See "Time of Completion" above. Successful Bidder shall submit shop drawings to the Engineer July 22, 2024.

END OF DOCUMENT 00 1116

DIVISION 23 – HEATING, VENTILATING AND AIR CONDITIONING
Section 23 9200 – Burner Installation

PART 1 - DEMOLITION

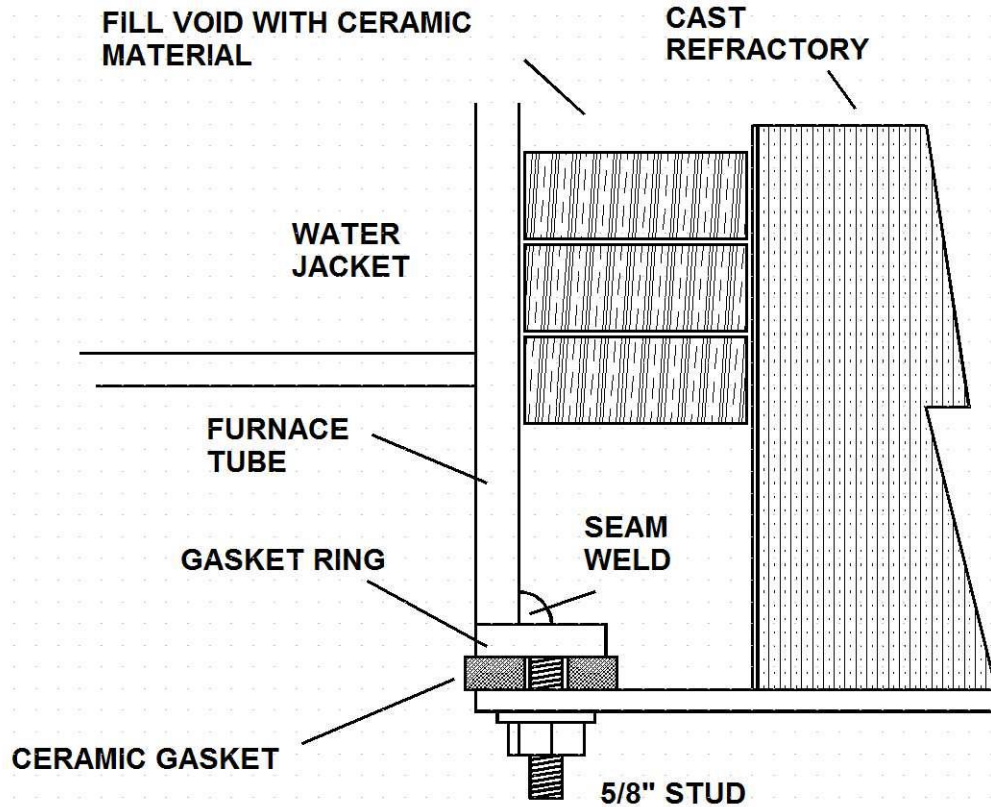
1.1 DEMOLITION

- A. Remove the existing burner in its entirety. This includes all burner components, the existing burner mounting plate refractory, the mounting plate (down to the boiler furnace tube) and any additional mounting plate hardware.
- B. All gas handling components shall be removed including the automatic and manual valves.
- C. Remove all wiring and conduits, to all burner related components including; all gas train components and boiler level and pressure controls. The conduit from the main power supply panel to the burner may remain however, the wiring shall be removed.

PART 2 - BURNER MOUNTING PLATE AND INSTALLATION

2.1 BURNER MOUNTING PLATE AND INSTALLATION

- A. It is the responsibility of the burner installer to provide a burner mounting plate that shall facilitate the new burner. It shall have a minimum refractory depth of at least 8 inches and must provide an insertion depth for the burner head and its combustion zone, of at least 4 inches into or beyond the beginning of the water jacket. (As per the burner manufacturers' recommendations).
- B. Once the existing burner and its mounting plate, refractory and throat tile are removed and disposed of, if the leading edge of the remaining furnace tube is less than 1 ½" in width, and/or if the upper portion of the furnace tube is also serving as the bottom of the smokebox, then it is the responsibility of the burner installer to add a furnace tube gasket ring to the furnace tube. The ring must be a minimum of 3/8" thick and shall be seam welded to the furnace tube to insure that a gas-tight seal is accomplished.
- C. The new burner mounting plate shall be secured to the furnace tube gasket ring using minimum 5/8" bolts that shall protrude from the back surface of the furnace tube gasket ring, through the burner mounting ring. The bolts should extend approximately 2" beyond the face of the furnace tube gasket ring. Mounting bolts shall be spaced no greater than 12" apart on the circumference.



- D. The joint between the gasket ring and the burner mounting plate, shall be filled with 1" ceramic material, cut to fit.
- E. The void between the burner mounting plate cast refractory and the boiler furnace tube shall be filled with ceramic material, cut to fit and shall be at least 3 layers in depth.

PART 3 - BURNER MOUNTING

3.1 BURNER MOUNTING

- A. The new burner shall be secured to the burner mounting plate using 5/8" bolts that shall extend from the back side of the burner mounting plate and protrude approximately 2". Mounting bolts shall be spaced as required by the burner mounting flange.
- B. The burner mounting plate as a unit, shall contain a minimum of 8" of cast refractory or ram refractory, as recommended by the burner manufacturer. If the refractory insulation is deeper than the burner head, the refractory shall taper away from the burner head at a 45 degree angle, to insure that there is no flame impingement.
- C. The joint between the burner mounting flange and the burner mounting plate shall use 1" ceramic gasket material, cut to fit.

- D. Provide burner support to the floor as recommended by the burner manufacturer (Do not allow the burner mounting plate to bear the entire weight of the burner unless the burner is specifically designed for that purpose)

PART 4 - BURNER

4.1 BURNER

- A. Provide a forced draft, flame retention type, automatic burner capable of firing to an output equivalent to 125 boiler horsepower (4,312 pounds of steam per hour).
- B. It is the responsibility of the burner manufacturer to provide compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.
- C. Field verify the available gas pressure prior to ordering the burners.
- D. Burner Functions
 1. Burner operation shall be of the fully modulating firing rate type. The burner shall operate with minimal vibration and noise at the specified input rate. The burner must operate with 3.0% or less Oxygen, a carbon monoxide level of less than 15 p.p.m. and Nox levels of 30 p.p.m. or less in the products of combustion, throughout the entire firing range with a minimum firing rate turndown ratio of 7:1.
 2. The burner housing shall be cast aluminum, mono-bloc type construction. The burner mounting flange must support the burner weight, independent of any support.
 3. The burner shall be furnished with a stainless steel flame retention type of combustion head, capable of withstanding temperatures up to 1400 F. degrees. This combustion head shall incorporate a diffuser and sleeve that is to direct excess air either around the flame or directly through the diffuser vanes. Adjustment to the diffuser insertion shall be made external to the burner and can be made while the burner is in full operation.
 4. The burner shall be equipped with a hinge or draw bar assembly that allows for full access to the burner drawer assembly, without removing the burner chassis from the boiler.
 5. The burner shall have a flame inspection window positioned at the rear center of the burner housing. Flame shall be viewed without removing any covers.
 6. Burner shall come complete with a high efficiency, totally enclosed, fan-cooled motor.
 7. The sound rating of the burner shall not exceed 83 dBa, when measured at 3 feet from the burner.
- E. Burner Control Panel
 1. The burner package shall be equipped with an integral control panel consisting of necessary motor starters, overloads, lights and switches.

2. Indicating lights: Power on, call for heat, main fuel on and lock-out
3. Switches: Local-Off-Remote, Alarm silence

F. Burner Management System

1. The entire firing control sequence and flame supervision system shall be provided by a UL and FM approved, industrial type microprocessor based burner management system with matching system components for the control and supervision of the burner.
2. The following components and/or functions shall be integrated into the burner management system:
 - a. Burner control with gas valve POC system.
 - b. Electronic fuel/air ratio control system for a maximum of 2 actuators.
 - c. Burner integral P.I.D. temperature/pressure control.
 - d. VSD control
3. The system components including the display and actuators shall be connected via a bus system. Communication between the individual CAN bus users shall take place via a reliable, manufacturer provided, system-based data bus.
4. The system shall incorporate 2 micro-processors for 2 channel signal processing.
5. Digital outputs of the system shall be permanently monitored via a contact feedback network.
6. Flame supervision shall be provided by universal ultraviolet flame detectors.
7. The burner management system shall be operated and programmed with the help of the on-board display or a PC Tool.
8. The display shall also function as a Bac-Net interface for building management or other external systems.
9. Provide an additional touchscreen display. An additional display shall be provided that will communicate with the on-board display. Minimum 4.3" in size and will provide all pertinent data from the flame management system.
10. Combustion air switch shall be provided that will not allow the burner to fire if there is insufficient combustion air.
11. Provide Servo-driven combustion air control that is integral to and communicates with the flame management system via the CAN-bus network. Combustion air positioning must be as required to satisfy high fire purge, proven low fire start and proper positioning during on-line load controlling.
12. It is the responsibility of the burner manufacturer to provide burner management system compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.

G. Acceptable burner manufacturers

1. Riello (ComTech 309.359.3084)
2. Weishaupt
3. Oilon

PART 5 - GAS TRAIN

5.1 GAS TRAIN

1. All main gas train components shall be installed as per the manufacturers' instructions and recommendations. This shall include manual valves, automatic valves, gas pressure switches, etc.
2. Gas train components shall be mounted in locations that do not obstruct combustion chamber openings or waterside clean-out openings. Gas train components shall not be located wherever water is present during normal blow-down procedures from low level cutouts or mud-leg blowdown valves.
3. It shall be the responsibility of the installer to provide main gas train compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.

PART 6 - PILOT TRAIN

6.1 PILOT TRAIN

1. Natural gas shall be provided from the main gas supply, prior to the first manual shut-off valve and will be connected to the pilot shut-off valve that is located on the burner.
2. The Installer shall provide pilot gas train compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.

PART 7 - VENTING

7.1 VENTING

1. All vents from gas valves, gas pressure regulators, gas pressure switches, or normally open vent valves, shall be piped as required by all applicable codes.
2. Gas pressure regulators shall be vented full-size(reducers are not allowed), with a line size increase for any additional devices. The installer has the responsibility of increasing the vent line size or installing additional vent lines, as necessary to satisfy all applicable codes.
3. Normally open vent valves shall be piped full size to outdoors, with no other vents added to this line.
4. Each boiler shall have dedicated vent lines, with no interconnection to other boiler.
5. The Installer shall provide vent compliance with the requirements of the State of Illinois, Office of the State Fire Marshal, Division of Boiler and Pressure Vessel

Safety; Underwriters Laboratories UL / ASME CSD – 1a (if applicable); NFPA – 8501, 8502, 8503, 8504 (if applicable) and/or any additional state or local codes that may apply.

PART 8 - CONTROLS

8.1 CONTROLS

1. Provide and install a new McDonnell Miller # 157 HD, combination pump control and low level cut-out. The 157 shall be equipped with new try-cocks and sight glass assembly, including gage glass valves.
2. Provide and install new steam pressure controls, including an L404a operating control, L404c manual reset high limit and an L91b firing rate control and an L4006a standby aquastat. The steam pressure controls shall each be piped to the 1" control header that connects the low level cutout to the upper steam drum connection, and will have their own ¼" pigtail fitting.
3. Include a new 6" steam pressure gauge.

PART 9 - ELECTRICAL

9.1 ELECTRICAL

- A. If necessary, provide new circuit breaker and new wire from the main power distribution panel to the new burner disconnect switch for both boilers.
- B. All conduit to gas train components will be sealtite flexible conduit run individually from an electrical junction box or to the burner control panel (interconnection of gas train components or jumping from one device to another, is not allowed). Junction boxes will be 8 x 8 with screw cover, or larger as required by NEC.
- C. Boiler level controls, steam pressure controls and standby aqua-stat, can be wired using flexible conduit. Each control shall have an individual conduit run to a junction box. Interconnection of controls, one to another will not be allowed.
- D. Wire nut connections will be allowed only when needed to connect two devices to one source of power. Controls that are in series, must have the wire looped from one control to the next with no wire connections or wire color changes. Field wire colors will match the color of the terminal to which they connect at the burner.

PART 10 - SYSTEMS COMMISSIONING

10.1 SYSTEMS COMMISSIONING

- A. Start-up will be performed by a competent service person having a minimum of 5 years of experience, with a company who is a factory authorized representative of the burner that is provided and will provide a manufacturers training certificate.

- B. Upon completion of the burner start-up and controls check-out, submit a complete report on the burner manufacturers start-up form. All applicable information must be provided.
- C. Contact State Boiler Inspector and request inspection and approval of completed installation.

PART 11 - WARRANTY

11.1 WARRANTY

- A. Two year parts and one year labor warranty will be provided and will commence from the date that the start-up and combustion analysis are performed on the last boiler.

PART 12 - REFERENCES

12.1 REFERENCES

- A. Provide with the bid documents, a reference list with no less than 6 separate facilities, where burner replacement projects have been provided. The referenced projects must be of similar or larger size and scope, with an input rating of at least 4,000 MBH. (4,000,000 Btu/Hr)
- B. The bidder must include; 2 examples of firebox boiler/burner conversions; 2 examples of scotch boiler/burner conversions and; 2 examples of water-tube type boiler/burner conversions.
 - 1. Provide a minimum of 2) pictures of each example, from different angles showing quality of the workmanship of the burner installation, pipe fitting for the gas train components and the electrical connections to the boiler control devices.

END OF SECTION 23 9200



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Steve Summers, County Executive

MEMORANDUM

TO: Jenny Lokshin, Facilities Committee Chair
Jeff Wilson, Facilities Committee Vice-Chair
FROM: Steve Summers, County Executive
DATE: May 28, 2040
RE: RFP 2024-001 Moving Services for the County of Champaign Recommendation

In March of 2024 the Executive's Office issued a request for proposals for moving services for the County offices in Brookens, the Sheriff's Office, and the Public Defender's Office to be relocated to the Scott M. Bennett Administrative Center.

There were 6 submissions. After providing two opportunities for bidders to walk through the buildings involved in the relocation, individual scoring of the bids by the RFP committee members, and a committee meeting to discuss and review the scores and bids, the committee is recommending the contract be awarded to Hutchcraft Van Service.

The main reasons for this recommendation are:

- Hutchcraft is a local company, based in the County.
- They have extensive moving experience, over 70 years, and have moved Champaign County government offices before.
- They offer "green moving;" by providing reusable totes, carts, and other moving materials. This is not only environmentally conscious but saves the County money in not having to purchase boxes.
- They offer competitive pricing and a commitment to paying their employees a fair wage. Their pricing was not the lowest, but the lowest bidder raised concerns about the wages being offered to the company employees.
- The demonstration of their expertise and attention to detail in their questions and comments during the walk throughs with County staff.

Therefore, the request is for the Facilities Committee to recommend to the County Board awarding the moving contract to Hutchcraft Van Services. If the Facilities Committee approves the recommendation, the Executive's Office will begin negotiating the details of the contract so a final version can be presented at the June 20th County Board meeting.