



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

8 **MINUTES – *Approved as Distributed September 3, 2024***

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9 **DATE:** Tuesday, August 6, 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

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14 **Committee Members**

15 **Present:** Stephanie Fortado, Carolyn Greer, Elly Hanauer-Freidman, Jennifer Locke,  
16 Jenny Lokshin, Mike Smith, and Bethany Vanichtheeranont  
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18 **Absent:** Jeff Wilson  
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20 **County Staff:** Dana Brenner (Facilities Director), Chris Smith (Building and Grounds Manager),  
21 Steve Summers (County Executive) and Mary Ward (Recording Clerk)  
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23 **Others Present:** Karla Smart (Bailey Edward Design), David Schnebly (Bailey Edward Design) and Chris  
24 Bieser (Reifsteck Reid Architecture)

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25 **Agenda**

26 **I. Call to Order and Roll Call**  
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28 Committee Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken, and a  
29 quorum was declared present.  
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31 **II. Approval of Agenda/Addenda**  
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33 **MOTION** by Mr. Smith to approve the agenda; seconded by Ms. Locke. Upon voice vote the  
34 **MOTION CARRIED** unanimously.  
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36 **III. Approval of Minutes – June 4, 2024**  
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38 **MOTION** by Ms. Locke to approve the June 4, 2024, minutes; seconded by Ms. Greer. Upon voice  
39 vote, the **MOTION CARRIED** unanimously.  
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41 **IV. Public Participation**  
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43 There was no public participation.  
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45 **V. Communications**  
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47 Ms. Locke stated that she toured the Kankakee County jails along with County Board members  
48 Carter and Stohr. She said that one was the Club Med of jails and the other just met all legal the  
49 standards for a jail. The just meets standards has no recreation space and the nicer facility only

50 has indoor recreation space. Our updated facility has both indoor and outdoor recreation spaces,  
51 which the facilities in Kankakee lack.

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53 **VI. New Business**

- 54 A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward  
55 Design – Karla Smalley

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57 Broeren Russo was unable to attend due to a prior engagement. Ms. Smart discussed the  
58 photos that were in the packet. The building has reached substantial completion. Some  
59 department heads have been taken through the building. Mr. Brenner stated that the blinds  
60 are being delivered this week and will take 2-3 weeks to install. They are working on cleaning  
61 and fixing blemishes. The painters were pulled from our project for school projects and will  
62 return once school starts. There are problems with the drains in the upper parking deck and  
63 we will probably need to replace all of them. There are also breaks in drain lines going to the  
64 sewer. We are waiting on pricing for that project.

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66 Ms. Fortado asked about the Minority Employment Report. The numbers are needed for  
67 June.

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- 69 B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza Renovation  
70 Project – Bailey Edward Design – Karla Smalley

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72 Ms. Smart went over the change orders for the project. Change order 55 is for copper piping  
73 for a waterline that goes around the upper parking deck at a cost of \$1,468.00. The County  
74 will install, but the contractor can get better pricing. Change order 56 is to install and  
75 program 60 Door King Prox Headlight Tags on the Sheriff's patrol cars at a cost of \$10,828.00.  
76 Change order 57 is to install ventilation and a light fixture and switch in the 4<sup>th</sup> floor IT closet  
77 at a cost of \$3,637.76. Change order 58 is to install 8 new data outlets on the 5<sup>th</sup> floor as well  
78 as a data outlet and electrical connection on the 2<sup>nd</sup> floor for a cost of \$13,476.00. Change  
79 order 59 is for electric work for the EV Charging Station at a cost of \$9,979.00.

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81 Ms. Fortado asked if we anticipate many more change orders. Mr. Brenner said we will need  
82 them for the drains on the top and lower deck.

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84 **MOTION** by Ms. Hanauer-Friedman to recommend County Board approval of a resolution  
85 approving Change Orders 55, 56, 57, 58 and 59 for the County Plaza Renovation Project;  
86 seconded by Ms. Vanichtheeranont. Upon voice vote, the **MOTION CARRIED** unanimously.

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- 88 C. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey Edward Design –  
89 Karla Smalley

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91 Ms. Smalley reported that they have had a conversation with Otis. They will be on site within  
92 a week and will begin demolition. A letter was sent to OTIS sharing our frustration with them.  
93 Management is involved. There are concerns about the bid schedule. All materials have been  
94 delivered to the site. There will be a two-man crew and they will try to get a second crew  
95 also. Ms. Lokshin asked about estimated final dates. Elevator 3 is due for completion in  
96 November. For the other elevators they are saying February 17 and May 12, but they're  
97 willing to start earlier than that. We're not sure they have a clear path on that.

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Ms. Hanauer-Friedman asked at what point will we be able to move in, furniture and/or people? We could possibly move in furniture beginning November 25<sup>th</sup>. The Sheriff's street crew could also move in. Ms. Fortado asked if the contract with Otis had a liquidated or delayed damages clause. It does not. She suggested we look at adding that to future contracts.

D. Final update on Courthouse Parking Lot Access Control Project – Bailey Edward Design – Karla Smalley

This project has reached substantial completion. A couple of people have managed to sneak in before the gate goes down. Otherwise, things are going smoothly.

E. Update on ITB#2022-009 Satellite Jail Consolidation – Reifsteck Reid Architecture – Chris Bieser

Mr. Bieser shared photos and gave an update on the Satellite Jail Consolidation. Progress is going well. They are currently working on programming for the locks and cameras. Main corridor flooring is going down. Ms. Hanauer-Friedman asked why the flooring is different in the medical areas. It gives those areas more of a doctor's office feel.

F. Discussion and Approval of Change Orders for ITB#2022-009 Satellite Jail Consolidation Project – Reifsteck Reid Architecture – Chris Bieser

Mr. Bieser presented the Change Order for the Satellite Jail Consolidation Project. Change order 54 is to provide 58 interchangeable cores for existing jail door locks at a cost of \$8,130.15. The County will install these.

**MOTION** by Mr. Smith to recommend County Board approval of a resolution approving Change Order 54 for the Satellite Jail Consolidation Project; seconded by Ms. Locke. Upon voice vote, the **MOTION CARRIED** unanimously.

G. Discussion of PJ Hoerr Minority Employment Reports for April, May, and June of 2024

The Minority Employment Report had been provided by PJ Hoerr. No one was present to discuss the report. Ms. Fortado said that the percent is not quite right. Overall, the numbers are what we asked for. It looks like they are spread out over most of the subs. The spread is not quite as good for women. Ms. Fortado said there are not many women in the trades. We need to prepare a report to see how did and see how we can do better in the future. We want to be sure to track veterans in the future, also.

H. Discussion of Courthouse Boiler Burner Replacement Project ITB#2024-003 Re-Bid Documentation and Drawings – Capital Asset Fund Project – Chris Smith

This project is being re-bid. There were only two proposals previously and one was incomplete. There is a new project schedule and there should be more bids this time around. This has to be a company that has a proven record with this type of work. Ms. Lokshin asked about women or minority owned companies, if there are even any in the county or area.

146 **VII. Other Business**

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148 There was no other business.

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150 **VIII. Presiding Officer's Report**

151 A. Future Meeting – September 3, 2024 @ 6:30pm

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

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155 Items to be placed on the Consent Agenda include 6. B. and F.

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157 **X. Adjournment**

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159 Chair Lokshin adjourned the meeting at 7:14 p.m.

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