



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

MINUTES – Approved 1/6/2015

DATE: Tuesday, November 6, 2014
TIME: 6:00 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

Present	Absent
Stan James (Chair)	
James Quisenberry (Vice Chair)	
Josh Hartke	
	Jeff Kibler
Gary Maxwell	
Giraldo Rosales	
Rachel Schwartz	

County Staff: Dana Brenner (Facilities Director); Deb Busey (County Administrator); Van Anderson (Deputy County Administrator of Finance); Linda Lane (Administrative Assistant)

Others Present: Pattsy Petrie (Champaign County Board);

MINUTES

I. Call to Order

Committee Chair James called the meeting to order at 6:00 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda

MOTION by Mr. Quisenberry to approve the agenda; seconded by Mr. Hartke. Upon vote, the **MOTION CARRIED unanimously.**

IV. Approval of Minutes

A. October 7, 2014

MOTION by Mr. Hartke to approve the minutes of the October 7, 2014 meeting; seconded by Mr. Maxwell. Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

Ms. Busey reported that Mr. O'Connor has passed away. She gave information on when the service would be and noted that flowers were sent from the Board.

VII. Request Approval for Release of the Invitation to Bid 2014-008 (ITB 2014-008) – Installation of Boilers, Air Handlers, and Digital Controls at the Brookens Administrative Center

MOTION by Mr. Hartke to approve release of ITB 2014-008; seconded by Mr. Maxwell. Mr. Brenner explained that this is an item on the FY2015 capital asset budget, estimated at \$397,000. He said the boilers are about ready to go and don't know how long they will last. He said they would be taking advantage of a slow time with contractors hoping to get a competitive price. Mr. Brenner said they would like the work to be done over late spring and that it needs to be done by May 1, 2015. He said the May 1 date allows time for completion of DCEO paperwork. Mr. Brenner confirmed they had received prior approval for a grant up to \$120,000. He indicated the paperwork needs to be on file in their office by May 8, 2015. Mr. Anderson commented that the \$120,000 is for the current project, not the boilers. Mr. Brenner confirmed that and said the boilers would be \$40,000. Upon vote, the **MOTION CARRIED unanimously**.

VIII. Facilities Director's Report

A. Update on the Brookens Administrative Center Energy Efficiency Project

Mr. Brenner reminded that Alpha Controls was issued a contract on August 22, 2014 to implement ventilation improvements. He stated that it is designed and they anticipate having and energy savings of about 27%. He noted the project is costing \$139,000 and that DCEO has given approval of up to \$120,000. Mr. Brenner stated that Alpha has been at Brookens since October 1 building the wireless network and starting putting controls and control cables on the air handlers. He said they plan to complete the project by December 24, 2014 and hope to receive the DCEO money near the end of January 2015.

B. Update on the Brookens IT Generator Project

Mr. Brenner said a contract with Barber & DeAtley was issued September 16. He said the cost was about \$79,000 to build and install a backup power generator for IT services. He explained that all computer operations and communications for the courts and Sheriff's office run through Brookens. Mr. Brenner stated that GHR was hired to design the work done 10 months ago. He said they were then hired to run the project and put the bid document together at a price of \$10,400. He said that the contractor started running conduit in the ceilings October 1 and noted that Aladdin Electric is the electrician for Barber & DeAtley. Mr. Brenner said they are hoping for completion by December 12 but still don't have a delivery date for the generator. He commented that the generator being located in the courtyard saved quite a bit of money. He stated the generator will have to be lifted over the building with a crane.

C. Update on the Courthouse Water Main Issue

Mr. Brenner said that on October 23 water on Elm Street was reported to the water company. He stated that on Friday night, October 24, the main burst. He noted that the water company claimed it was part of the fire suppression system, which would be the County's responsibility. Mr. Brenner said that he had Cross Construction start digging on October 25, and after several hours they found the issue to be the valve, which is the water company's responsibility. He said they also found another leak in the main water line which has been fixed, but a sanitary line was crushed in the process. Mr. Brenner said the water company also had to replace a lot of the street.

Mr. Brenner continued by reporting there was a small fire at the courthouse on October 29. He said it was caused when an elevator motor tripped, which took out a main breaker to the whole building. Mr. Brenner said there was no damage from smoke or the fire, other than to the motor. He said the motor has been replaced and the elevator is working again. Mr. Quisenberry asked who put the fire out. Mr. Brenner replied that a court security officer did.

D. Update on FY2014 Facility Budget

Mr. Brenner said he felt they did a good job with the budget this year considering the number of challenges they faced. He said they were still short and requested a budget amendment for \$37,000. He noted there is a mold and bacteria issue at the satellite jail in the kitchen and showers. Mr.

Brenner said the cost would be split with the Sheriff's office with us doing the showers and them doing the kitchen. He said that ServiceMaster was about \$22,000 to clean the showers. Mr. Brenner said that OEHS is testing mold and bacteria on the floors and in the air. He said Sani-Glaze was the company hired to fix the problem. He also commented that the compressor at the courthouse going out over the summer was an unexpected expense of \$27,000. He said they were able to absorb much of that in within the budget, but there aren't enough funds to take of the rest of the year without the budget amendment.

Mr. James asked if the mold would be monitored or re-checked in 30-60 days. Mr. Brenner said they are working with the kitchen contractor to come up with better process of checking the cleaning, and said they will do the same with the showers. He said they will probably hire OEHS to come back in six months to do some test samples. Mr. James suggested that when the work is done that the Sheriff has a staff person check it every three months. Mr. Brenner noted that the Sheriff has re-arranged some corrections staff which hopefully will help with the issue.

Ms. Schwartz asked if the money would be coming from general corp. Ms. Busey said it is a budget amendment so it is a request for additional expenditure authority in the FY2014 budget which means it comes from fund balance. Ms. Schwartz asked if the money was already spent. Ms. Busey replied that they tried as long as they could to work within the budget, but it became apparent that the amendment was needed to get through the end of the year.

Mr. Brenner provided a handout showing the actual projects done this year compared to what was approved last year. He noted the cost of \$603,000 is over fund balance availability they have already received \$20,900 DCEO award money and are expecting \$120,000 no later than mid-February.

E. Update on Illinois Green Business Association Certification Process

Mr. Brenner reported that the Illinois Green Business committee met in September and that they have meetings scheduled every two weeks in order to get done by the end of the year.

IX. Other Business

Mr. Hartke recognized Mr. James for his work as chair of the committee, stating that he was open and fair and that he will be missed.

X. Chair's Report

Mr. James stated that he has enjoyed his time on the committee and recognized the efforts of fellow committee members. He also thanked all the support and administrative staff. He hopes that whoever is on the committee sees that emergencies happen, they need the funds, and they need to update things as they are getting older. Mr. James said he has learned a lot and will miss it.

Mr. Rosales entered at 6:28 pm.

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

Mr. James stated that no items are to be placed on the consent agenda.

XII. Adjournment

There being no further business, Mr. James adjourned the meeting at 6:30 p.m.