



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE**
County of Champaign, Urbana, Illinois
Tuesday, September 1, 2015 6:30 pm

Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana

Committee Members:

Gary Maxwell - Chair	Jeff Kibler
Giraldo Rosales – Vice-Chair	James Quisenberry
Jack Anderson	Rachel Schwartz
Josh Hartke	

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I.	Call to Order	
II.	Roll Call	
III.	Approval of Agenda/Addenda	
IV.	Approval of Minutes – August 4, 2015	1
V.	Public Participation	
VI.	Communications	
VII.	Approval of Army Corp of Engineering Lease (attached)	4
VIII.	Approval of Urbana Park District Lease Amendment (to be distributed)	
IX.	Facilities Director’s Report	
	A. Update on Courthouse Window Replacement Project (updated schedule attached)	12
	B. Update on Facility Condition Assessment, Documentation and Capital Planning Study	
	C. Update on CCNH Dryer Venting Project	
	D. Update on the Satellite Jail, Highway, and JDC Joint/Crack Repair Project	
X.	Other Business	
	A. Approval of Closed Session Minutes – June 2, 2015	
	B. Semi-Annual Review of Closed Session Minutes	
XI.	Chair’s Report	
	A. Future Meeting – Tuesday, October 6, 2015 at 6:30 pm	
	B. Tour of the Juvenile Detention Center at 5:15 pm Prior to the October 6 Facilities Committee Meeting	
XII.	Designation of Items to be Placed on the Consent Agenda	
XIII.	Adjournment	

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

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, August 4, 2015
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

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

County Staff: Dana Brenner (Facilities Director); Deb Busey (County Administrator); Linda Lane (Administrative Assistant)

Others Present: Pattsi Petrie (Champaign County Board Chair); John Jay (Champaign County Board)

MINUTES

I. Call to Order

Committee Chair Maxwell called the meeting to order at 6:30 p.m.

II. Roll Call

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

III. Approval of Agenda

Mr. Maxwell requested that item VIII be removed from the agenda. **MOTION** by Mr. Kibler to approve the agenda as amended; seconded by Mr. Anderson. Upon vote, the **MOTION CARRIED unanimously.**

IV. Approval of Minutes- June 2, 2015

MOTION by Mr. Kibler to approve the minutes of the June 2, 2015 meeting; seconded by Mr. Anderson. Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

None

VII. Approval of the Contract for the ITB 2015-006 Champaign County Precast Concrete Wall Panel Rehabilitation – Update on the Precast Concrete Wall Panel Rehabilitation Project (schedule attached)

Mr. Brenner referred to the memo with the bid information. He stated that he felt good about the pricing. He noted that he has worked with Otto Baum on several projects in the past and that they worked on the

40 tuck pointing project at the Courthouse and did a good job. Mr. Brenner explained that they are looking
41 to accept the base bid for the joint sealing, alternate #1 for the repair of the cracks at the Satellite Jail,
42 alternate #2 to coat the exterior of the Satellite Jail to protect the newly repaired cracks, and alternate
43 #3 for the repair of the cracks at the Highway facility. He noted that Highway would be paying for their
44 portion of the base bid and alternate #3. Mr. Brenner referred to the schedule and said it was important
45 to get this project started because it needs to be completed before the weather gets cold. **MOTION** by
46 Mr. Anderson to approve the contract; seconded by Mr. Kibler.

47 Mr. Quisenberry said he can't understand why the bids for the alternates are so far apart and asked for
48 an explanation. Mr. Brenner said he couldn't give one. Mr. Quisenberry asked if we were confident that
49 Otto Baum could do what we asked at that price. Mr. Brenner replied yes. Upon vote, the **MOTION**
50 **CARRIED unanimously.**

51 **VIII. Approval of the Army Corp of Engineering Lease**

52 Removed from agenda

53 **IX. Approval of the Humane Society Lease**

54 **MOTION** by Mr. Hartke to approve the Humane Society lease; seconded by Mr. Anderson. Mr. Kibler
55 expressed his concern over setting a precedent by giving a privileged rate to a non-county entity. He noted
56 that the standard land lease is 10% of the assessed value and this lease is about 50% of that. Mr. Kibler
57 commented that amounts to \$3-5,000 per year that could be used by our own Animal Control. He said
58 that while he appreciates everything the Humane Society does for the community, he can't justify giving
59 a non-county entity a special rate.

60 Mr. Anderson said that he doesn't like subsidizing but he sees the value of the Humane Society.

61 Mr. Quisenberry pointed out that it isn't uncommon for a business to give a favored tenant, that they
62 have had a good relationship with over time, a discounted rate. He felt that argument could apply in this
63 case. Upon vote, the **MOTION CARRIED by a vote of 5-1.**

64 **X. Facilities Director's Report**

65 *A. Update on CC Nursing Home Water Heater Project*

66 Mr. Brenner reminded everyone that the NH Board approved a contract with Pipeworks in May to
67 install new water heaters along with new mixing valves and circulation pumps. He said the project
68 began after July 4, 2015 and is now complete. Mr. Brenner reported that water temperatures have
69 remained steady since the project was completed. He said the final invoice has been sent to the NH
70 for payment.

71 Mr. Brenner explained that part of this project is to have Entec put in sensors to monitor the water
72 temperatures and control the circulation. He said the proposal they received is about \$4,900 and was
73 approved by the NH. He thought this project should be completed by the end of the month. Mr. Jay
74 asked where the monitoring would be done. Mr. Brenner replied at the NH and at Brookens.

75 *B. Update on CC Nursing Home Dryer Lint Study (attached)*

76 Mr. Brenner stated that the lint study from GHR was delivered on July 31, 2015. He explained that the
77 exhaust is only feet away from the air intake for the boilers, and that one boiler has been
78 decommissioned because of this. Mr. Brenner said GHR recommended five possible options. He
79 summarized each option. He said that the least expensive and the one that fits the NH needs the best
80 is to leave the laundry room where it is and run new exhaust pipe through the roof at a cost of about
81 \$225,000. He noted that the NH budget for annual capital expenses is \$350,000. Mr. Brenner said
82 they have spent \$110,000 to date. He explained this needs to be done before the boilers can be
83 replaced, which he hopes can be done next year.

84 *C. Update on Facility Condition Assessment, Documentation, and Capital Planning Study*

85 Mr. Brenner reported they have had numerous meetings with Bailey Edward already and have
86 supplied multiple drawings. He noted that they have also walked several buildings. Mr. Brenner

87 indicated they would be using the Highway facility as a test for a start to finish report to make sure
88 Bailey Edward meets our needs. He reminded everyone that the final report would be presented to
89 this committee in November and to the Full Board in December.

90 **D. Update on the County Courthouse Window Replacement Project**

91 Mr. Brenner reported that this project began with a delay last Monday when the delivery truck didn't
92 arrive. He stated that there some internal issues in Tuesday with employees and the schedule that
93 have since been resolved. Mr. Brenner said they have also found that the old wooden frames are in
94 very poor condition. He reported there was also a quality control issue with the subcontractor that
95 was addressed. He said they were given a short-term goal and it was met. Mr. Brenner said the
96 contractor originally felt they could do eight windows per day, but they can actually only do four to
97 five. He said this will lengthen the project, but it doesn't do anything to the time the employees are
98 affected.

99 **XI. Approval of FY2016 Capital Asset Facility Funds Budget**

100 Mr. Maxwell asked for a motion for the County Facilities Committee to direct the Facilities Director and
101 County Administrator to prepare the FY2016 Budget for capital facilities projects with a budget of
102 \$532,261 in the FY2016 Capital Asset Replacement Fund Facilities Budget funded through a transfer from
103 the General Corporate Fund; and a budget of \$255,000 in the FY2016 Courts Construction Fund for
104 Courthouse related projects. **MOTION** by Mr. Kibler; seconded by Mr. Quisenberry.

105 Mr. Kibler noted that the memo stated the money may not fulfill all the needs and wanted to know what
106 the goal amount is. Ms. Busey replied this amount was set in 2014 and maintained in 2015, and the goal
107 is to not allow it to decrease. She said they wouldn't know what the needs are until they get the Facility
108 Condition Assessment report.

109 Mr. Maxwell felt it was great to continue what they have done and thought this should be looked at as a
110 positive thing.

111 Mr. Quisenberry said he understands the logic of keeping the funding level. He thought they had a list last
112 year with projects. He suggested using historical data to come up with things showing how the \$532,000
113 would take of them, with the understanding that it could change when the Facilities Condition Assessment
114 report is received. Mr. Quisenberry also wanted to confirm the amount in the courthouse construction
115 fund. Ms. Busey said the \$255,000 is what is left in the fund and there are significant ADA issues that need
116 to be addressed at the Courthouse. Upon vote, the **MOTION CARRIED unanimously.**

117 **XII. Other Business**

118 None

119 **XIII. Approval of Closed Session Minutes – June 2, 2015**

120 Mr. Maxwell stated that approval of the closed session minutes would be deferred to the September 1,
121 2015 meeting as none had been provided for the committee members to review.

122 **XIV. Chair's Report**

123 None

124 **XV. Designation of Items to be Placed on the Consent Agenda**

125 Mr. Maxwell stated that item VII is to be placed on the consent agenda.

126 **XVI. Adjournment**

127 There being no further business, Mr. Maxwell adjourned the meeting at 7:07 p.m.

128

129 ***Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

LAND LEASE
FOR PRIVATELY OWNED PROPERTY
BETWEEN
THE CHAMPAIGN COUNTY BOARD
AND
THE UNITED STATES OF AMERICA

1. This **LEASE**, made and entered into this ____ day of _____ in the year of 2015,

by: **The Champaign County Board**
address: **1776 East Washington Street**
 Urbana, Illinois 61802

and whose interest in the property is that of the owner, hereinafter called the **Lessor**, and the **UNITED STATES OF AMERICA**, hereinafter called the **Lessee**.

In consideration for **RENT** the parties promise and agree as follows:

2. PROPERTY: The Lessor leases to the Lessee the following described property located at 2001 East Main Street, Urbana, Illinois:

A tract or parcel of land situated in the County of Champaign, State of Illinois, more particularly described as follows:

Beginning at the intersection of the Sixth right-of-way line of East Main Street in the City of Urbana, Illinois with the East line of Section 16, Township 19 North, Range 9 East of the 3rd Principal Meridian; thence West 470 feet along the South right-of-way line of East Main Street to a point; thence South parallel with the East section line of said Section 16 a distance of 550 feet to a point; thence East parallel with the South right-of-way line of East Main Street to a point in the East line of Section 16; thence North along said Section line a distance of 550 feet to the point of beginning, containing 5.94 acres, more or less;

as shown in Exhibit "A", attached and made a part of this agreement, to be used for the Lessee's purposes.

3. **LEASE TERM:** The Lessee shall have the right to have and hold the said premises, or any portion thereof, for the period beginning **1 April 2015 through 31 March 2020**. The Lessee shall have the right to renew this lease from year to year or for a lesser period of time, under the same terms, conditions, and consideration provided herein. The Lessee shall provide written notice to the Lessor of the Lessee's intent to renew this lease prior to the expiration date of the current term, provided further, that the renewal of this lease is subject to adequate appropriations being made available from year to year for the payment of rentals. If the Lessee does not provide written notice to the Lessor of the Lessee's intent to renew this lease prior to the expiration date of the current lease term, this lease will expire, with no further notice being required from the Lessee, at the end of the current lease term.

4. **RENTAL:** The Lessee shall pay the Owner at the following rate: **Forty-Two Thousand Six Hundred Dollars (\$42,600.00), at the rate of Three Thousand Five Hundred and Fifty Dollars (\$3,550.00)** per calendar month in arrears. Rent for a lesser period shall be prorated. All payments by the Government under the terms of this lease shall be made payable to **The Champaign County Board, 1776 East Washington Street, Urbana, Illinois 61802** via electronic funds transfer (reference General Clause 21 hereof) by **88th Regional Support Command (RSC): ATTN: AFRC-SSC-DPW, 60 South O Street, Ft. McCoy, WI 54656**.

5. **OWNERSHIP:** The Lessor warrants that he is the rightful and legal owner of the property and has the legal right to enter into this lease. If the title of the Lessor shall fail, or it be discovered that the Lessor did not have authority to lease to the property, the lease shall terminate. The Lessor, the Lessor's heirs, executors, administrators, successors, or assigns agree to indemnify the Lessee by reason of such failure and to **refund all rentals, paid**.

6. **EXCLUSIVE USE:** The Lessor shall not interfere with or restrict the Lessee, or its representatives in the use and enjoyment of the leased property, nor shall the Lessor erect any fence, wall, partition or any construction upon the leased, property except as otherwise agreed to in writing by the Lessee.

7. **TERMINATION:**

a. The Lessee may terminate this lease at any time in whole or in part, by giving at least **sixty (60) days** notice in writing to the Lessor and no rental shall be due for payment after the effective date of termination. Said notice shall be the day after the date of mailing, or hand delivery. The monthly rental shall be adjusted in proportion with the reduction of space on the Partial Termination and shall be calculated based upon a pro rata unit of measure for the remaining lease area premises.

b. Termination in whole or in part shall be effective upon written notice, however, the parties may enter into a supplemental agreement to resolve certain issues arising from the tenancy and its termination, in whole or in part.

c. The Lessor has no termination rights.

8. **ALTERATION/RESTORATION/RELEASE OF LIABILITY**: The Lessee shall have the right, during the existence of this lease, to make alterations, attach fixtures, and erect additions, structures, or signs, in or upon the property hereby leased, which fixtures, additions, or structures, so placed in, upon or attached to the said property shall be and remain the property of the Lessee and may be removed or left in place at the option of the Lessee. The Lessee shall surrender possession of the property upon the expiration or termination of this lease. The Lessor hereby releases and forever discharges the Lessee, its officers, employees and/or contractors from any and all liability, claims or demands for site restoration of the leased premises.

9. **DAMAGES**: The LESSEE shall not be responsible for combat or war related damages to the lease property. The LESSEE shall be liable only for damage resulting from negligence or misconduct of Lessee personnel. The Lessee shall not be liable for any loss, destruction or damages to the premises beyond the control and without the fault of negligence of the Lessee, including but not restricted to acts of nature, fire, lightning, floods or severe weather. The parties agree that any settlement of damages by the Lessee, if any, shall be done at termination of the lease and shall be subject to the availability of funds.

10. **TAXES**: The Lessor accepts full and sole responsibility for the payment of all taxes and other charges of a public nature which may arise in connection with this lease or which may be assessed against the property. This includes registration of the lease and payment of related charges.

11. **NOTICE**: Any notice under the terms of this lease shall be in writing signed by a duly authorized representative of the party giving such notice, and if given by the Lessee shall be addressed to the Lessor at:

**Champaign County Board
ATTN: Facilities Director
1776 East Washington Street
Urbana, Illinois 61802**

and if given by the Lessor shall be addressed to the Lessee at:

USACE
ATTN: CELRL-RE-M
Room 137
P.O. Box 59
Louisville, KY 40201-0059

12. **LESSOR'S SUCCESSORS**: The terms and provisions of this lease and the conditions shall bind the Lessor, and the Lessor's heirs, executors, administrators, successors, and assigns.

13. **COVENANT AGAINST CONTINGENT FEES**: The Lessor warrants that no person or selling agency has been employed or retained to solicit or secure this lease upon an agreement or understanding for a commission, percentage, brokerage, or a contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Lessor for the purpose of securing business. For breach or violation of this warranty the Lessee shall have the right to annul this lease without liability or in its discretion to deduct from the lease price or consideration the full amount of such commission, percentage, brokerage, or contingent fee.

14. **OFFICIALS NOT TO BENEFIT**: No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this lease or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this lease if made with a corporation for its general benefit.

15. **GRATUITIES**:

a. The Lessee may, by written notice to the Lessor, terminate the right of the Lessor to proceed under this lease if it is found, after notice and hearing, by the Secretary of the Army or his duly authorized representative, that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the Lessor, or any agent or representative of the Lessor, to any officer, or employee of the Lessee with a view toward securing a lease or securing favorable treatment with respect to the awarding or amending, or the making of any determinations with respect to the performing, of such lease; provided, that the existence of facts upon which the Secretary of the Army or his duly authorized representative makes such findings shall be in issue and may be reviewed in any competent court.

b. In the event this lease is terminated as provided in paragraph (a) hereof, the Lessee shall be entitled (i) to pursue the same remedies against the Lessor as it could pursue in the event of a breach of the lease by the Lessor, and (ii) as a penalty in addition to any other damages to which it may be entitled by law, to exemplary damages in an amount (as determined by the Secretary of the Army or his duly authorized representative) which shall be not less than three nor more than ten times the costs incurred by the Lessor in providing any such gratuities to an such officer or employee.

c. The rights and remedies of the Lessee provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this lease.

16. **EXAMINATION OF RECORDS**: The Lessor agrees that any duly authorized representatives shall have the right until the expiration of three (3) years after final payment of

the agreed rental, have access to and the right to examine any directly pertinent books, documents, paper and records of the Lessor involving transactions related to this lease.

17. **MODIFICATION**: No Change or modification of this lease shall be effective unless it is in writing and signed by both parties to this lease.

18. **DISPUTES**:

(a) This lease is subject to the Contract Disputes Act of 1978, as amended (41 USC 601-613).

(b) Except as provided in the Act, all disputes arising under or relating to this lease shall be resolved under this clause.

(c) "Claim", as used in this clause, means a written demand or written assertion by one of the lease parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of lease terms, or other relief arising under or relating to this lease. However, a written demand or written assertion by the Lessor seeking the payment of money exceeding \$100,000 is not a claim under the Act until certified as required by the following paragraph. A voucher, invoice or other routine request for payment that is not in dispute when submitted is not a claim under the Act. The submission may be converted to a claim under the Act by complying with the submission and certification requirements of this clause, if it is disputed either as to a liability or amount or is not acted upon in a reasonable time.

(d) (1) A claim by the Lessor, shall be made in writing and, unless otherwise stated in this lease, submitted within 6 years after accrual of the claim to the Chief, Real Estate Division for a written decision. A claim by the Government against the Lessor shall be subject to a written decision by the Chief, Real Estate Division.

(2) (i) The Lessor shall provide the certification specified in paragraph (d)(2)(iii) of this clause when submitting any claim exceeding \$100,000.

(ii) The certification requirement does not apply to issues in controversy that have not been submitted as all or part of a claim.

(iii) The certification shall state as follows: "I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the lease adjustment for which the Lessor believes the Government is liable; and that I am duly authorized to certify the claim on behalf of the Lessor."

(3) The certification may be executed by any person duly authorized to bind the Lessor with respect to the claim.

(e) For Lessor claims of \$100,000 or less, the Chief, Real Estate Division must, if requested in writing by the Lessor, render a decision within 60 days of the request. For Lessor certified claims over \$100,000, the Chief, Real Estate Division must, within 60 days, decide the claim or notify the Lessor of the date of which the decisions will be made.

(f) The Chief, Real Estate Division decision shall be final unless the Lessor appeals or files a suit as provided in the Act.

(g) If the claim by the Lessor is submitted to the Chief, Real Estate Division or a claim by the Government is presented to the Lessor, the parties, by mutual consent, may agree to use alternate dispute resolution (ADR). If the Lessor refuses an offer for ADR, the Lessor shall inform the Chief, Real Estate Division, in writing, of the Lessor's specific reasons for rejecting the offer.

(h) The Government Shall pay interest on the amount found due and unpaid from (1) the date the Chief, Real Estate Division receives the claim (certified if required) or (2) the date payment otherwise would be due, if that date is later, until the date of payment. With regard to claims having defective certifications, as defined in FAR 33.201, interest shall be paid from the date the Chief, Real Estate Division initially receives the claim. Simple interest on claims shall be paid at the rate, fixed by the Secretary of the Treasury as provided in the Act, which is applicable to the period during which the Chief, Real Estate Division receives the claim and then at the rate applicable for each 6 month period as fixed by the Treasury Secretary during the pendency of the claim.

(i) The Lessor shall proceed diligently with performance of this lease, pending final resolution of any request for relief, claim, appeal or action arising under the lease and comply with any decision of the Chief, Real Estate Division.

19. **SPECIAL CONDITIONS:** Structures which exist on the property and were constructed by

the Lessee under the previous Land Lease (DA-11-032-ENG-6866) shall remain property of the Lessee and may be removed or left in place at the option of the Lessee upon termination of this Lease.

20. **PROCUREMENT AUTHORITY**: The supplies and services to be obtained by this instrument are authorized by, are for the purpose set forth in and are chargeable to Procurement Authority Number quoted below, the available balance of which is sufficient to cover cost of same:

*Procurement Number (To be filled in at a later date)

IN WITNESS WHEREOF, the parties have subscribed their names as of the date first above written.

LESSOR:

CHAMPAIGN COUNTY BOARD

Pattsi Petrie

Chair, Champaign County Board

THE UNITED STATES OF AMERICA

Veronica A. Hiriams

Real Estate Contracting Officer

Louisville District, Corps of Engineers

CERTIFICATE OF AUTHORITY

I, Deb Busey certify that I am the County Administrator
(Deb Busey) (Title)

of the Champaign County that Patti Petrie,
(name of govt entity) (Name of Officer Signing Agreement)

who signed the foregoing instrument on behalf of the grantee, was then

County Board Chair of Champaign County
(Office Held) (name of govt entity)

I further certify that the said officer was acting within the scope of powers delegated to this officer by the governing body of the grantee in executing said instrument.

(Deb Busey)

(Date)

Champaign Courthouse Window Replacement Project Updated Wednesday, August 19, 2015

<u>FLOOR</u>	<u>ROOM #</u>	<u>WINDOW</u>	<u>MOVE FURNITURE DATE</u>	<u>WINDOW START DATE</u>	<u>PROPOSED COMPLETION DATE</u>	<u>DATE COMPLETED</u>
1st	176	13	Mon., 7/27	Tues., 7/28	Wed., 8/12	8/12/2015
1st	177	14	Mon., 7/27	Tues., 7/28	Wed., 8/12	8/12/2015
1st	178	15	Mon., 7/27	Wed., 7/29	Wed., 8/12	8/12/2015
1st	179	16	Mon., 7/27	Wed., 7/29	Wed., 8/12	8/12/2015
1st	176	12	Mon., 7/27	Thurs., 7/30	Wed., 8/12	8/12/2015
1st	174	11	Mon., 7/27	Thurs., 7/30	Wed., 8/12	8/12/2015
1st	175	10	Mon., 7/27	Fri., 7/31	Wed., 8/12	8/13/2015
1st	175	9	Mon., 7/27	Fri., 7/31	Wed., 8/12	8/13/2015
1st	STAIRS	7	Mon., 7/27	Fri., 7/31	Wed., 8/12	8/13/2015
1st	STAIRS	8	Mon., 7/27	Fri., 7/31	Wed., 8/12	8/13/2015
2nd	288	46	Tues., 7/28	Thurs., 8/6	Wed., 8/12	8/11/2015
2nd	288	47	Tues., 7/28	Thurs., 8/6	Wed., 8/12	8/11/2015
2nd	288	48	Tues., 7/28	Thurs., 8/6	Wed., 8/12	8/11/2015
1st	164	6	Wed., 7/29	Fri., 8/7	Thurs., 8/13	8/13/2015
1st	163	5	Wed., 7/29	Fri., 8/7	Thurs., 8/13	8/14/2015
1st	163	4	Wed., 7/29	Fri., 8/7	Thurs., 8/13	8/14/2015
1st	161	3	Wed., 7/29	Fri., 8/7	Thurs., 8/13	8/14/2015
2nd	286	50	Fri., 8/7	Mon., 8/10	Fri., 8/14	8/18/2015
2nd	284	53	Fri., 8/7	Mon., 8/10	Fri., 8/14	8/18/2015
3rd	384	84	Mon., 8/10	Tues., 8/11	Mon., 8/17	
3rd	383	85	Mon., 8/10	Tues., 8/11	Mon., 8/17	
3rd	382	86	Mon., 8/10	Tues., 8/11	Mon., 8/17	
3rd	385	82	Tues., 8/11	Wed., 8/12	Thurs., 8/20	
3rd	385	83	Tues., 8/11	Wed., 8/12	Thurs., 8/20	
3rd	391	81	Tues., 8/11	Wed., 8/12	Thurs., 8/20	
2nd	287	49	Wed., 8/12	Thurs., 8/13	Wed., 8/19	8/18/2015
2nd	285	51	Wed., 8/12	Thurs., 8/13	Wed., 8/19	8/18/2015
2nd	285	52	Wed., 8/12	Thurs., 8/13	Wed., 8/19	8/18/2015
Open date for contractor to catch-up				Fri., 8/14		

<u>FLOOR</u>	<u>ROOM #</u>	<u>WINDOW</u>	<u>MOVE FURNITURE DATE</u>	<u>START DATE</u>	<u>PROPOSED COMPLETION DATE</u>	<u>DATE COMPLETED</u>
2nd	282	56	Fri., 8/14	Mon., 8/17	Fri., 8/21	
2nd	282	57	Fri., 8/14	Mon., 8/17	Fri., 8/21	
2nd	294	43	Fri., 8/14	Mon., 8/17	Fri., 8/21	
Rain date for contractor to wet with rain			Tues., 8/18			
Rain date for contractor to wet with rain			Wed., 8/19			
3rd	392	80	Wed., 8/19	Thurs., 8/20	Wed., 8/26	
3rd	393	79	Wed., 8/19	Thurs., 8/20	Wed., 8/26	
2nd	STAIRS	42	Thurs., 8/20	Fri., 8/21	Thurs., 8/27	
2nd	STAIRS	41	Thurs., 8/20	Fri., 8/21	Thurs., 8/27	
2nd	297A	40	Thurs., 8/20	Fri., 8/21	Thurs., 8/27	
3rd	394D	78	Fri., 8/21	Mon., 8/24	Fri., 8/28	
3rd	394E	77	Fri., 8/21	Mon., 8/24	Fri., 8/28	
3rd	394G	76	Fri., 8/21	Mon., 8/24	Fri., 8/28	
2nd	297B	39	Mon., 8/24	Tues., 8/25	Mon., 8/31	
2nd	297C	38	Mon., 8/24	Tues., 8/25	Mon., 8/31	
2nd	297D	37	Mon., 8/24	Tues., 8/25	Mon., 8/31	
1st	181D	21	Tues., 8/25	Wed., 8/26	Tues., 9/1	
1st	181D	22	Tues., 8/25	Wed., 8/26	Tues., 9/1	
1st	181D	23	Tues., 8/25	Wed., 8/26	Tues., 9/1	
1st	181D	24	Tues., 8/25	Wed., 8/26	Tues., 9/1	
1st	186	17	Wed., 8/26	Thurs., 8/27	Wed., 9/2	
1st	186	18	Wed., 8/26	Thurs., 8/27	Wed., 9/2	
1st	181C	19	Wed., 8/26	Thurs., 8/27	Wed., 9/2	
1st	181C	20	Wed., 8/26	Thurs., 8/27	Wed., 9/2	
2nd	283	54	Thurs., 8/27	Fri., 8/28	Thurs., 9/3	
2nd	283	55	Thurs., 8/27	Fri., 8/28	Thurs., 9/3	
3rd	380	89	Thurs., 8/27	Fri., 8/28	Thurs., 9/3	
2nd	292	45	Fri., 8/28	Mon., 8/31	Fri., 9/4	
2nd	293	44	Fri., 8/28	Mon., 8/31	Fri., 9/4	
2nd	281	58	Fri., 8/28	Mon., 8/31	Fri., 9/4	

<u>FLOOR</u>	<u>ROOM #</u>	<u>WINDOW</u>	<u>MOVE FURNITURE DATE</u>	<u>START DATE</u>	<u>PROPOSED COMPLETION DATE</u>	<u>DATE COMPLETED</u>
2nd	281	59	Mon., 8/31	Tues., 9/1	Tues., 9/8	
2nd	281	60	Mon., 8/31	Tues., 9/1	Tues., 9/8	
2nd	281	61	Mon., 8/31	Tues., 9/1	Tues., 9/8	
3rd	381	87	Tues., 9/1	Wed., 9/2	Wed., 9/9	
3rd	381	88	Tues., 9/1	Wed., 9/2	Wed., 9/9	
3rd	379	90	Tues., 9/1	Wed., 9/2	Wed., 9/9	
3rd	379	91	Wed., 9/2	Thurs., 9/3	Thurs., 9/10	
3rd	378	92	Wed., 9/2	Thurs., 9/3	Thurs., 9/10	
3rd	378	93	Wed., 9/2	Thurs., 9/3	Thurs., 9/10	
3rd	376	94	Thurs., 9/3	Fri., 9/4	Fri., 9/11	
3rd	376	95	Thurs., 9/3	Fri., 9/4	Fri., 9/11	
3rd	376	96	Thurs., 9/3	Fri., 9/4	Fri., 9/11	
3rd	376	97	Fri., 9/4	Tues., 9/8	Mon., 9/14	
3rd	375	98	Fri., 9/4	Tues., 9/8	Mon., 9/14	
3rd	373	99	Fri., 9/4	Tues., 9/8	Mon., 9/14	
1st	183	25	Fri., 9/4	Wed., 9/9	Tues., 9/15	
1st	183	26	Fri., 9/4	Wed., 9/9	Tues., 9/15	
1st	183	27	Fri., 9/4	Wed., 9/9	Tues., 9/15	
1st	184	28	Fri., 9/4	Wed., 9/9	Tues., 9/15	
1st	184	29	Fri., 9/4	Thurs., 9/10	Wed., 9/16	
1st	184	30	Fri., 9/4	Thurs., 9/10	Wed., 9/16	
1st	184	31	Fri., 9/4	Thurs., 9/10	Wed., 9/16	
1st	184	32	Fri., 9/4	Thurs., 9/10	Wed., 9/16	
1st	184	33	Fri., 9/4	Fri., 9/11	Thurs., 9/17	
1st	184	34	Fri., 9/4	Fri., 9/11	Thurs., 9/17	
1st	184	35	Fri., 9/4	Fri., 9/11	Thurs., 9/17	
1st	184	36	Fri., 9/4	Fri., 9/11	Thurs., 9/17	
2nd	265	62	Fri., 9/11	Mon., 9/14	Fri., 9/18	
2nd	264	63	Fri., 9/11	Mon., 9/14	Fri., 9/18	
2nd	263	64	Fri., 9/11	Mon., 9/14	Fri., 9/18	
3rd	372	100	Mon., 9/14	Tues., 9/15	Mon., 9/21	
3rd	367	101	Mon., 9/14	Tues., 9/15	Mon., 9/21	
3rd	366	102	Mon., 9/14	Tues., 9/15	Mon., 9/21	

<u>FLOOR</u>	<u>ROOM #</u>	<u>WINDOW</u>	<u>MOVE FURNITURE DATE</u>	<u>START DATE</u>	<u>PROPOSED COMPLETION DATE</u>	<u>DATE COMPLETED</u>
3rd	360	104	Tues., 9/15	Wed., 9/16	Tues., 9/22	
3rd	360	105	Tues., 9/15	Wed., 9/16	Tues., 9/22	
3rd	360	106	Tues., 9/15	Wed., 9/16	Tues., 9/22	
3rd	365	103	Wed., 9/16	Thurs., 9/17	Wed., 9/23	
3rd	359	107	Wed., 9/16	Thurs., 9/17	Wed., 9/23	
3rd	359	108	Wed., 9/16	Thurs., 9/17	Wed., 9/23	
2nd	261	65	Thurs., 9/17	Fri., 9/18	Thurs., 9/24	
2nd	260	66	Thurs., 9/17	Fri., 9/18	Thurs., 9/24	
2nd	259	67	Thurs., 9/17	Fri., 9/18	Thurs., 9/24	
2nd	256	68	Fri., 9/18	Mon., 9/21	Fri., 9/25	
2nd	256	69	Fri., 9/18	Mon., 9/21	Fri., 9/25	
2nd	256	70	Fri., 9/18	Mon., 9/21	Fri., 9/25	
2nd	255	71	Mon., 9/21	Tues., 9/22	Mon., 9/28	
2nd	255	72	Mon., 9/21	Tues., 9/22	Mon., 9/28	
2nd	254	73	Mon., 9/21	Tues., 9/22	Mon., 9/28	
3rd	358	109	Tues., 9/22	Wed., 9/23	Tues., 9/29	
3rd	357	110	Tues., 9/22	Wed., 9/23	Tues., 9/29	
3rd	353	111	Tues., 9/22	Wed., 9/23	Tues., 9/29	
2nd	253	74	Wed., 9/23	Thurs., 9/24	Wed., 9/30	
2nd	251	75	Wed., 9/23	Thurs., 9/24	Wed., 9/30	
1st	156	2	Wed., 9/23	Thurs., 9/24	Wed., 9/30	
1st	155	1	Wed., 9/23	Thurs., 9/24	Wed., 9/30	
4th		112		Fri., 9/25	Thurs., 10/1	
4th		113		Fri., 9/25	Thurs., 10/1	
4th		114		Fri., 9/25	Thurs., 10/1	
4th		115		Fri., 9/25	Thurs., 10/1	
4th		116		Mon., 9/28	Fri., 10/2	
4th		117		Mon., 9/28	Fri., 10/2	
4th		118		Mon., 9/28	Fri., 10/2	
4th		119		Mon., 9/28	Fri., 10/2	
4th		120		Tues., 9/29	Mon., 10/5	
4th		121		Tues., 9/29	Mon., 10/5	
4th		122		Tues., 9/29	Mon., 10/5	
4th		123		Tues., 9/29	Mon., 10/5	

<u>FLOOR</u>	<u>ROOM #</u>	<u>WINDOW</u>	<u>START DATE</u>	<u>PROPOSED COMPLETION DATE</u>	<u>DATE COMPLETED</u>
4th		124	Wed., 9/30	Tues., 10/6	
4th		125	Wed., 9/30	Tues., 10/6	
4th		126	Wed., 9/30	Tues., 10/6	
4th		127	Wed., 9/30	Tues., 10/6	