



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

**MINUTES – *Approved as distributed January 7, 2025***

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**DATE:** Wednesday, November 6, 2024  
**TIME:** 6:30 p.m.  
**PLACE:** Shields-Carter Meeting Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana IL 61802

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**Committee Members**

**Present:** Carolyn Greer, Stephanie Fortado, Jenny Lokshin, Mike Smith, Bethany Vanichtheeranont and Jeff Wilson

**Absent:** Elly Hanauer-Friedman and Jennifer Locke

**County Staff:** Chris Smith (Building and Grounds Manager), Steve Summers (County Executive) and Mary Ward (Recording Clerk)

**Others Present:** David Schnebly (Bailey Edward Design)

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**Agenda**

**I. Call to Order and Roll Call**

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

**II. Approval of Agenda/Addenda**

**MOTION** by Ms. Vanichtheeranont to approve the agenda; seconded by Mr. Smith. Upon voice vote the **MOTION CARRIED** unanimously.

**III. Approval of Minutes – October 8, 2024**

**MOTION** by Ms. Vanichtheeranont to approve the October 8, 2024 minutes; seconded by Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.

**IV. Public Participation**

There was no public participation.

**V. Communications**

There were no communications from the committee.

## VI. New Business

- A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – David Schnebly

Mr. Schnebly discussed the County Plaza Parking Deck pictures that were in the packet. They have met with the structural engineer on site, and they will need to replace at least one full plank; and a couple of others may need additional work beyond replacing the drains. The drains are from 1979/80 and were not meant to be in an outside environment and driven over by cars. Mr. Brenner explained the work that will need to be done. They are looking at pricing now for this work. The other drains look good, and the new drains are larger and will take a load.

- B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza Renovation Project

Change Order 70 is for installation of cameras in the lower level to cover evidence storage, the armory, etc. and on Level 4 for safety at a cost of \$43,366.00.

Mr. Smith questioned the date of substantial completion on the change order. That is the date the building was substantially completed and change orders after that date do not affect it.

At this point, Ms. Fortado stated that she wasn't sure where to bring this up, as it is not on the agenda, but she wants to see the updated numbers for MBE/WBE. This is not OK that we have not been receiving monthly updates. This is not what was agreed to. Going forward, contracts will include consequences for not providing these numbers monthly.

Change Order 71 is for A/V work in the Shields-Carter and Putman Meeting Rooms for the installation of three flat screen TVs, surge protectors and a TVS/setup at a cost of \$10,516.00.

**MOTION** by Mr. Smith to recommend County Board approval of a resolution approving Change Orders 70 and 71 for the County Plaza Renovation Project; seconded by Mr. Wilson. Upon voice vote, the **MOTION CARRIED** unanimously.

- C. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey Edward Design – David Schnebly

Otis is on site. We still have not gotten a second crew, but they are promising to have a second crew the first part of December. There was a pre-inspection three weeks ago. They are working on the interior, call lights, etc. It is slated to be finished the end of this month and then they will start on the South elevators. At this time, we are looking at the first part of March before we could possibly move in.

- D. Update on ITB#2022-009 Satellite Jail Consolidation

Like at Bennett, work crews are down to nil. C Pod has been moved into and D Pod will be filled soon. They are now working in the original building on painting and flooring, items from the Change Orders.

Ms. Fortado added, that with both the projects, there is some complicated financing that undergirds them. As we get to the end of the year, it is important that we navigate these correctly. It may be more of an issue for the Finance Committee but wanted this committee to be aware that there may be some decision points on some items.

E. Discussion and Approval of Change Orders for ITB#2022-009 Satellite Jail Consolidation Project

Change Order 65 is to install UPS and bypass panel at a cost of \$14,942.55. This is the battery back up system for the computers, access controls, etc. It allows enough time to cover those processes until the generator gets up to speed.

Change Order 66 is to modify the existing fencing at the impound lot and provide striping for new parking spaces on existing pavement at a cost of \$22,014.00.

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving Change Orders 65 and 66 for the Champaign County Jail Consolidation Project; seconded by Mr. Wilson. Upon voice vote, the **MOTION CARRIED** unanimously.

The bike racks are installed and approved by the city.

F. Update on Courthouse Boiler Retube and Burner Replacement Project ITB#2024-003 – Building and Grounds Manager - Chris Smith

The retube is completed and the boil out procedure has been done on the second burner. We are now waiting on the actual burner replacement and that should happen in the next couple of weeks.

**VII. Other Business**

A. Semi-annual Review of CLOSED Session Minutes

**MOTION** by Ms. Lokshin that all closed session minutes remain closed per the recommendation from the State's Attorney's office; seconded by Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.

Mr. Summers brought up the Jail Project and the sidewalks to the exterior egress doors. The city is holding up our occupancy permit till the sidewalks are in. We are trying to work with the City on this. If we have to install sidewalks; it will cost approximately \$30,000.

**VIII. Presiding Officer's Report**

A. Future Meeting – January 7, 2025 @ 6:30 pm

Ms. Lokshin reminded everyone that the next meeting will be with the new committee in January due to County Board reorganization in December.

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

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

**X. Adjournment**

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