

**CHAMPAIGN COUNTY BOARD
COMMITTEE AGENDA**

COUNTY FACILITIES

Tuesday, September 4, 2007 – 7:00 p.m.

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

CHAIR: Steve Beckett

MEMBERS: Bensyl, Betz, Cowart, James, Jay, Richards, Sapp, Weibel

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V	<u>CHAMPAIGN COUNTY NURSING HOME</u>	
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VI	<u>CHAMPAIGN COUNTY NURSING HOME: Reuse</u>	
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VII	<u>FLEET MAINTENANCE/HIGHWAY FACILITY:</u>	
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- A. Monthly Reports (to be distributed)

IX CHAIR'S REPORT/ISSUES:

- A. Renovation of Lyle Shields Meeting Room 25-29
- B. Reuse of Highway Department South Storage/Maintenance Facility
- C. Renewable Resources (information only)
- D. Courthouse Masonry Stabilization & Restoration/Clock/Bell Tower Project
1. Project meeting schedule
- E. ILEAS update
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X COUNTY ADMINISTRATOR – REPORT:

XI OTHER BUSINESS:

- A. Semi-Annual Review of Closed Session Minutes 30-31

XII CONSENT AGENDA ITEMS

XIII ADJOURNMENT

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

County Facilities

August 7, 2007 – 7:00 p.m.

Jury Assembly Room, Champaign County Courthouse - 101 E. Main, Urbana

MEMBERS PRESENT: Beckett, Bensyl, Betz, Cowart, James, Jay, Richards, Weibel

MEMBERS ABSENT: Sapp

OTHERS PRESENT: Denny Inman, Deb Busey, White & Borgognoni Architects,
Scott Wachter, Susan McGrath, Barb Wysocki, Alan Reinhart,
Bruce Hannon, Jim Page, Joan Dykstra, Media

Call to Order

Chair Beckett called the meeting to order at 7:00 p.m. A roll call confirmed a quorum present.

Approval of Agenda

MOTION by James to approve the agenda; seconded by Weibel. **Motion carried.**

Approval of Minutes – June 12, 2007

MOTION by Betz to approve the minutes of June 12, 2007 as presented; seconded by Weibel. **Motion carried.**

Public Participation

John Farney, an employee of the County Clerk's office spoke to the committee regarding the conditions in his office. He explained the temperature in his office today was over 80 degrees, employees have asked their supervisors to contact the proper people to have something done but they never receive a response. He also questioned why there is no hot water in the restrooms and asked to have someone look at a brown substance that is above each air conditioning vent in his office.

Clock & Bell Tower

Presentation by Gail White – White & Borgognoni Architects

Mr. Beckett explained Gail White had presented to the Clock & Bell Tower Committee last month and they had recommended to the Facilities committee that option four be accepted as part of the overall exterior masonry project.

Gail White of White & Borgognoni Architects introduced his team members and brought the committee up to date regarding the work they have been doing. He explained they have been looking at existing conditions to find out what is causing the failure in the masonry and looking at options for reconstructing the clock & bell tower. They have looked at the original drawings and previous studies, talked with people who are knowledgeable about the building and repairs and maintenance. They have spent time going over every inch of the building façade to document deterioration and try to understand the causes and a lot of time doing preliminary design for the clock & bell tower. He explained one of the characteristics of this kind of sandstone is that it is very soft which was very popular because it was easy to carve which allowed the detail work that characterizes this building. One of the greatest concerns they saw with both the brick and the stone, when they removed some sections, was the metal ties which are in very poor condition. The terra cotta cornice is in very good condition and the main issues there have to do with cosmetics and not anything structural, but where the units have been joined with sealant they are recommending that be taken out. They ran cleaning tests to determine what is appropriate to use for repairs, with the clock & bell tower they saw many of the same situations in terms of stone work and trim and brick veneer and they have the same concerns as they do for the masonry.

As far as treatments for the masonry, there is a range of options for dealing with the deterioration. One is to take out the damaged pieces of stone and put a new piece back in. They have a couple of options for replacement materials because the original stone is not longer active. They looked at resurfacing the sandstone where it is scaling and they also considered taking the stones out turning them around and reinserting them, they ran some tests and that is not viable. They talked about taking the sandstone from the back and bringing it around to the front of the building, taking broken pieces out and using them in other locations. As a result, they are recommending using a combination of a number of those options, not one exclusively. For the lower portion of the building they will try and preserve the stone and slow down deterioration. The intricate carved stone they are recommending be replaced, the higher they get on the building they will look at using some pre-cast materials that will be longer in life and cost less.

He explained the intent of rebuilding the tower is to get it to its original height of 130 feet and there are nine options or recommended treatments; the first option includes the existing tower structure remaining and reconstructing the upper portion of the tower, the second option, option 1a, includes the existing structure remaining while removing veneer and repairing walls. Option 1b is basically the same as 1a but to remove some of the load from the existing masonry they will use a steel frame within the structure. The problem with options 1, 1a and 1b is they would be leaving a lot of the existing masonry there which is not good for the future and long term maintenance. Option #2 includes removing the existing tower above the attic, reconstructing the tower and constructing a steel frame, by reconstructing the tower above the attic the long term life would be greatly increased. Option #3 is removing the existing tower to the attic and north piers to the foundation and reconstructing the tower and piers. This is a viable option replacing all of the structure that has been exposed to moisture.

Option #4 is removing the entire existing tower including foundations and reconstruct the tower, similar to #3 yet not relying on existing structure.

Mr. James stated option #4 seems like the best and asked what Mr. White estimated the lifespan to be. Mr. White stated the lifespan is as long or longer than the remainder of the building. He also pointed out that with options 1 b and 2 columns are inset within the tower which would be in the office space below. Currently there are two columns below the attic level that go all the way to the foundation. Those columns plus additional ones would require reconfiguration of the office space to make is usable. He stated he understands this is a lot of information to digest, their anticipation was that this would pick up where previous consultants left off and they would just build on top of what is there. Building codes have changed and become much more strict, they started with a minimal approach and after looking at the designs determined that was not feasible, the last two options of tearing down the tower were never options they considered when they first came on but they felt, after giving it more consideration, there were merits to those options.

He explained that the cost information they based on the 2006 estimate from the previous consultant which at that time was a little over 2.5 million for the tower. The estimate in 2007 to stabilize and repair the existing tower without any extensions was almost \$900,000. Options 1 and 1a were not feasible so they didn't apply numbers to those. Option 1b work on existing tower is \$1,320,525.62 and the tower extension is \$1,364,361.72 with a total of \$2,684,887.34. Option 2 repairs to existing tower are \$1,551,015.17 and tower extension is \$1,335,929.72 with a total of \$2,886,944.89. Option 3 work on existing tower is \$1,690,940.10 and the tower extension is \$1,396,123.88 with a total of \$3,087,063.99. Option 4 work on the existing tower is \$1,931,740.61, and tower extension is \$1,393,834.88 with a total of \$3,325,575.50. The total project cost for option 4 is \$6,184,016.98 million. When asked if these figures are right on, Mr. White stated the hope is that they don't grow much, they have built in contingency and they didn't use so dollars per square foot. This amount does not include their fees so option 4 is based on cost estimates and based on their contract in place. There would be a request for some additional design work fees and some additional costs for material testing during construction phase. The 6.8 million dollar estimate would be closer to 7 million.

Mr. Bensyl asked what the availability is of artisans capable of doing this work. Mr. White stated it is not real pliable, they do have that concern and there is great opportunity to have stone carved, pre-cast they can do pretty well.

Mr. Beckett asked if there is no tower reconstruction what so ever, if the number for the project is \$2.58 or if there would be an additional \$900,000 for refurbishing the tower. He also stated another option would be to do nothing which would be about 4 million plus. Mr. White stated there would be the additional \$900,000.

Mr. Hannon stated the Clock & Bell Tower Citizens committee has raised about \$850,000 for the extension and have good prospects for another \$400,000. They took option four for the reasons shown to the committee and it preserved the work space. They want to do a full restoration.

Ms. Busey stated this project would be financed with funding from the public safety sales tax fund and she passed out a spreadsheet showing what the fund looks like including paying for a bond issue for this 6 million dollars which is being presented to the Finance committee this week. The spreadsheet shows the payment for the exterior project starts in 2008 for 20 years. The next available time to issue additional debt would be in 2014 but without this project the next time would be 2012 at the earliest.

Mr. White stated in rough terms they intend to bid by the end of this year with construction beginning when the weather permits next year and completion in July of 2009.

Approval of Clock & Bell Tower Committee recommendation for option four for the Clock & Bell Tower Restoration

MOTION by Betz to approve option 4 for the Clock & Bell Tower restoration; seconded by Richards.

Mr. Betz stated they need to restore it in such a way that we don't have to do it again; this option achieves what we are after.

Mr. James asked what happens if the Citizens Committee does not raise the funds. Mr. Hannon stated they anticipate being very close to the \$1.3 million, he believes they could get within \$100,000 of it. Mr. Beckett stated if that money isn't totally raised, we will absorb the remaining cost.

Mr. Jay stated he cannot support this because it is beyond what it began as. He stated we keep building buildings but we don't have a long term plan to take care of those buildings. If something happens and we need the public safety money, it will be gone.

Mr. James stated he has talked to Mr. White and the plan is to maintain this building, if we keep waiting to fix this building it is just going to cost more. Mr. Betz stated this is a real living building and they told the taxpayers we were going to have that tower. This is not an unexpected use for the public safety sales tax fund and he is comfortable using that money to live up to that promise.

Mr. Beckett stated every time there is an option, what has to be done to the tower changes so the County's responsibility is the tower, as it exists, and below.

Motion carried with a 6/2 roll call vote. Voting yes were Beckett, Betz, Cowart, James, Richards and Weibel. Voting no was Bensyl and Jay. Absent – Sapp.

Approval of the entire Courthouse Masonry Exterior Stabilization & Restoration Project

MOTION by Betz to approve the entire Courthouse Masonry Exterior Stabilization and Restoration Project; seconded by Weibel. **Motion carried** with a 6/2 roll call vote. Voting yes were Beckett, Betz, Cowart, James, Richards and Weibel. Voting no was Bensyl and Jay. Absent- Sapp.

Update regarding use of public safety sales tax funds

Addressed above.

Champaign County Nursing Home
Duane Morris Invoice #1312282

MOTION by Weibel to recommend County Board approval of Invoice #1312282 from Duane Morris in the amount of \$517.35 for professional services rendered through May 31, 2007 in connection with general representation; seconded by Betz. **Motion carried** with Jay, Bensyl and James voting no.

Request for Reduction in Retainage

MOTION by Jay to recommend County Board approval of the Borchers Decorating request for reduction in retainage; seconded by Betz. **Motion carried.**

PKD Pay Request #54

Information only.

Champaign County Nursing Home – Reuse
Recommendation to approve negotiation of an amended contract with Isaksen Glerum Wachter with scope of work & fee proposal for ILEAS remodeling project

MOTION by Betz to recommend County Board approval of negotiating an amended contract with Isaksen Glerum Wachter with scope of work & fee proposal for ILEAS remodeling project; seconded by Weibel.

Mr. Page presented an update to the committee stating that they have funds in Washington but they cannot draw on them until people are working in Springfield.

They have begun the preliminary discussion with Riley, have a board from all over the state relying on him to tell them we can get this done quickly. He has worked with IGW in the past and is very comfortable with them and he feels if we went with someone else it would put the project off many months. When asked about the federal government stating they are going to release more money into this system, Mr. Page stated they passed a five year funding so he knows it will be stable for that length of time.

Mr. Bensyl voiced his support for this project and stated he feels they would be throwing good money away if they go with another firm. He asked if we are going to amend a contract or actually create a new one.

Ms. McGrath stated this was a recommendation that was discussed at the County Board in July and the statute allows us to enter into a contract with IGW because we have an existing relationship with them. We will be negotiating a new contract to do this work.

Mr. Beckett stated he suggests the word amended be stricken from the motion.

The motioner and seconder agreed to remove the word amended from the motion.

Motion carried with Jay opposed.

Appointment of negotiating committee for A/E services

Mr. Beckett stated this is the committee to negotiate the contract with IGW for ILEAS. His hope is that a contract can be negotiated before August 23rd and they can have a short committee meeting before the board meeting.

Mr. Richards, Ms. Cowart and Mr. James were selected to serve on the negotiating committee with Ms. Busey.

MOTION by Weibel to appoint Cowart, James and Richards to the negotiating committee for a/e services; seconded by Betz. **Motion carried.**

Fleet Maintenance/Highway Facility BLDD Invoice #129349

MOTION by Betz to recommend County Board approval of invoice #129349 from BLDD in the amount of \$6,300.00 for professional architectural/engineering services rendered for the period June 2, 2007 to July 1, 2007; seconded by Cowart. **Motion carried.**

BLDD invoice #129369

MOTION by Betz to recommend County Board approval of invoice #129369 from BLDD in the amount of \$1,903.00 for professional services rendered for the period June 2, 2007 to July 1, 2007, invoice is for facility site observation; seconded by Jay. **Motion carried.**

Physical Plant
Monthly Reports

Mr. Reinhart stated, regarding the heat issue in the County Clerk's office, he doesn't have any concerns right now. There had been work done on part of the building and it should be fine tomorrow. Concerning the hot water issue, he explained there is warm water in the bathrooms at Brookens and it is really a piping issue, only one water line runs to the bathrooms. Mr. Beckett asked Mr. Reinhart to look into the complaint of a substance on the air conditioning vents in the Clerk's office.

Chair's Report/Issues
Brookens Remodel Update

Mr. Reinhart stated the Supervisor of Assessments is occupying their new space and they will finish this week with furniture and any other outstanding items. Planning & Zoning should move next week and they will immediately start working on the entry area for RPC for the modifications needed. Mr. Dimit stated he would like the RPC remodel done before he retires, but he is not sure if that is practical and the current goal is to have the new entrance area constructed by September 1. Regarding the County Clerk space, in the handicapped voting area, he has had requests for handicapped voting booths so he sent the plans to Mr. Shelden but has not heard anything back from him. The plan is that once they finish RPC they will go back and do the meeting room 2 extension and Mr. Shelden's further expansion.

Mr. Beckett asked if the County Clerk expansion will be done by December 22nd. Mr. Inman stated we will make that deadline, Mr. Reinhart will keep some people on staff who have worked on a temporary basis for us and we will also start pulling in the minority firms.

Mr. Beckett stated the County Clerk commented to him about the status of the pre-qualified vendor program adopted last term. All of the minority participation projects were taken from this committee to Policy, and no one has asked him to do anything further. It is no longer within the scope of Facilities but asked the committee to let him know if they would like to do anything further. He stated he felt like no matter what the committee did it was not right, there is still a program but he has not been contacted by a single member of the public asking about it.

Mr. Inman stated he has been working with the University and by combining everyone's lists we are now up to about 50 firms. He is working with the U of I to host it on our website and they would audit it. Once we can get a contract with an A/E firm for the ILEAS project the plan is to have the minority firms be the crux of that project. Ms. Cowart asked Mr. Betz to have this item placed back on the Policy agenda.

Selection of County Facilities member to sit on committee for Public art on County Property

Mr. Beckett reminded the committee that at the last meeting he showed them proposals the committee received; if there is no objection, he would like to serve on that committee because locating those racks would be on our property and we would have to approve any decision. No committee objection to allowing Mr. Beckett to serve on the committee.

County Administrator Report

Mr. Inman updated the committee on the highway facility stating it is moving forward. They are starting to work on the North East corner on storm water which will also be good for the ILEAS project. The metal roof will be installed this week and most of the concrete floors are completed. They are starting on fiber connection between satellite jail and the building which is also important for the ILEAS project.

Other Business

Supervisor of Assessments letter

Information only

CAC/CUPHD Lease Agreement

MOTION by Bensyl to recommend County Board approval of the CAC/CUPHD lease agreements; seconded by Betz.

Ms. McGrath explained she worked with Mr. Grosser on this lease with input from the CAC board. Mr. Weibel stated he will abstain because he voted at the CUPHD board.

Motion carried.

Mr. Beckett reminded the committee there will be a short meeting at 6:30 p.m. on August 23rd, before the County Board meeting.

Consent Agenda Items

Committee consensus to include items VI B and VIII A and B on the County Board consent agenda.

Adjournment

Chair Beckett declared the meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary

NEW YORK
LONDON
SINGAPORE
LOS ANGELES
CHICAGO
HOUSTON
PHILADELPHIA
SAN DIEGO
SAN FRANCISCO
BALTIMORE
BOSTON
WASHINGTON, DC
LAS VEGAS
ATLANTA
MIAMI
PITTSBURGH
NEWARK
WILMINGTON
PRINCETON
LAKE TAHOE

August 16, 2007

CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES
ATTN: EVELYN BOATZ
1776 E. WASHINGTON
URBANA, IL 61802

CERTIFICATE OF NEED

File# E1005-00001

Invoice# 1326396

IRS# 23-1392502

FOR PROFESSIONAL SERVICES RECORDED
THROUGH 07/31/2007 IN CONNECTION
WITH THE ABOVE-CAPTIONED MATTER.

\$1,946.00

DISBURSEMENTS

PRINTING & DUPLICATING

5.20

TOTAL DISBURSEMENTS

\$5.20

BALANCE DUE THIS INVOICE

\$1,951.20

TOTAL BALANCE DUE

\$1,951.20

File # E1005-00001
CERTIFICATE OF NEED

INVOICE # 1326396

DATE	ID #	TIMEKEEPER		HOURS
7/17/2007	02190	NM BILIMORIA	MEETING WITH MR. SILBERMAN AND DISCUSSION OF VERIFICATION OF COMPLETION TARGET DATES AND ISSUES RE: SAME; TELEPHONE CALL TO CLIENT RE: STATUS ON FINAL COST REPORT; REVIEW CORRESPONDENCE FROM CLIENT RE: SAME	1.10
7/20/2007	04363	M SILBERMAN	MEETING WITH MR. BILIMORIA RE ISSUES SURROUNDING SUBMISSION OF FINAL COST REPORT AND VERIFICATION OF STATUTORY TIMEFRAMES	0.30
7/23/2007	04363	M SILBERMAN	RESEARCH RE: PROJECT COMPLETION V. COMPLETION OF PROJECT AND POTENTIAL TO CREATE NEWER (LATER) TIMEFRAME FOR SUBMISSION OF MATERIALS; DRAFT CORRESPONDENCE TO MR. INMAN	1.30
7/24/2007	02190	NM BILIMORIA	REVIEW OF DRAFT LETTER TO CLIENT RE: FINAL COST REPORT AND MEETING WITH MR. LYNN RE: SAME	0.50
7/24/2007	04363	M SILBERMAN	MEETING WITH MR. BILIMORIA RE: DRAFT CORRESPONDENCE AND POTENTIAL ARGUMENT FOR LATER SUBMISSION OF MATERIALS; FOLLOW UP MEETING WITH MR. LYNN RE: STRATEGY TO APPROACH HFPB CONCERNS RE: SUBMISSION OF INFORMATION AND POTENTIAL COMPLIANCE ACTION	0.30
7/25/2007	02160	NJ LYNN	REVIEW AND REDRAFT CORRESPONDENCE TO MR. INMAN RE FINAL COST REPORT AND TIMING	0.40
7/26/2007	02190	NM BILIMORIA	DRAFT REVISIONS TO LETTER TO CLIENT RE: FINAL COST REPORT AND NEED FOR ADDITIONAL INFORMATION	1.00
7/26/2007	04363	M SILBERMAN	REVIEW AND REVISION OF CORRESPONDENCE RE: SUBMISSION OF FINAL REPORTS TIED TO PROJECT COMPLETION AND VERIFICATION OF DATES	0.20
7/31/2007	04363	M SILBERMAN	MEETING WITH MR. BILIMORIA TO VERIFY RESOLUTION OF MATTERS	0.20
			TOTAL SERVICES	5.30

File # E1005-00001
CERTIFICATE OF NEED

INVOICE # 1326396

<u>DATE</u>	<u>DISBURSEMENTS</u>	<u>AMOUNT</u>
7/31/2007	PRINTING & DUPLICATING	5.20
		Total: \$5.20
	TOTAL DISBURSEMENTS	\$5.20

File # E1005-00001
CERTIFICATE OF NEED

INVOICE # 1326396

TIMEKEEPER					
NO.	NAME	CLASS	HOURS	RATE	VALUE
02160	NJ LYNN	PARTNER	0.40	465.00	186.00
02190	NM BILIMORIA	PARTNER	2.60	385.00	1,001.00
04363	M SILBERMAN	ASSOCIATE	2.30	330.00	759.00
			5.30		\$1,946.00

PLEASE REMIT PAYMENT TO:
DUANE MORRIS LLP
ATTN: PAYMENT PROCESSING
30 SOUTH 17TH STREET
PHILADELPHIA, PA 19103-4196

NEW YORK
LONDON
SINGAPORE
LOS ANGELES
CHICAGO
HOUSTON
PHILADELPHIA
SAN DIEGO
SAN FRANCISCO
BALTIMORE
BOSTON
WASHINGTON, DC
LAS VEGAS
ATLANTA
MIAMI
PITTSBURGH
NEWARK
WILMINGTON
PRINCETON
LAKE TAHOE

August 16, 2007

CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES
ATTN: EVELYN BOATZ
1776 E. WASHINGTON
URBANA, IL 61802

CERTIFICATE OF NEED

FILE # E1005-00001

INVOICE # 1326396

IRS # 23-1392502

CURRENT INVOICE

\$1,951.20

Wire payments to: Bank Name: Wachovia Bank, NA Swift Code: PNBUS33 Account No. 2100000513000 ABA Number 031201467	Bank Address is: Wachovia Bank, NA 123 South Broad St. Philadelphia, PA	Please reference the File Number and Invoice Number in the REMARK section.
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AMOUNTS INCLUDED FOR DISBURSEMENTS INCLUDE EXPENSES RECEIVED AND RECORDED THROUGH THE END OF THE INVOICE PERIOD. THERE MAY BE ADDITIONAL EXPENSES RECEIVED AND DISBURSEMENTS INVOICED IN THE FUTURE. AS PER THE TERMS OF OUR ENGAGEMENT, PAYMENT IS DUE IN U.S. DOLLARS WITHIN 30 DAYS OF THE DATE OF THIS INVOICE. AFTER 30 DAYS A LATE FEE OF 1% PER MONTH (OR SUCH LOWER RATE AS REQUIRED BY APPLICABLE LAW) MAY BE CHARGED.

Duane Morris

FIRM and AFFILIATE OFFICES

August 16, 2007

CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES
ATTN: EVELYN BOATZ
1776 E. WASHINGTON
URBANA, IL 61802

GENERAL REPRESENTATION

File# E1005-00002

Invoice# 1326397

FOR PROFESSIONAL SERVICES RECORDED
THROUGH 07/31/2007 IN CONNECTION
WITH THE ABOVE-CAPTIONED MATTER.

PREVIOUS BALANCE

TOTAL BALANCE DUE

NEW YORK
LONDON
SINGAPORE
LOS ANGELES
CHICAGO
HOUSTON
PHILADELPHIA
SAN DIEGO
SAN FRANCISCO
BALTIMORE
BOSTON
WASHINGTON, DC
LAS VEGAS
ATLANTA
MIAMI
PITTSBURGH
NEWARK
WILMINGTON
PRINCETON
LAKE TAHOE

IRS# 23-1392502

\$279.00

\$517.35

\$796.35

File # E1005-00002
GENERAL REPRESENTATION

INVOICE # 1326397

<u>DATE</u>	<u>ID #</u>	<u>TIMEKEEPER</u>		<u>HOURS</u>
7/1/2007	02160	NJ LYNN	REVIEW CORRESPONDENCE FROM MS. REAM RE LICENSURE STATUS; CORRESPONDENCE TO MR. BUFFENBARGER RE GOOD STANDING LICENSE	0.40
7/2/2007	02160	NJ LYNN	REDRAFT CORRESPONDENCE TO MR. BUFFFENBARGER RE LICENSURE STATUS	0.20
			TOTAL SERVICES	0.60

Duane Morris
August, 16, 2007
Page 3

File # E1005-00002
GENERAL REPRESENTATION

INVOICE # 1326397

TIMEKEEPER					
NO.	NAME	CLASS	HOURS	RATE	VALUE
02160	NJ LYNN	PARTNER	0.60	465.00	279.00
			0.60		\$279.00

DuaneMorris

FIRM and AFFILIATE OFFICES

PLEASE REMIT PAYMENT TO:
DUANE MORRIS LLP
ATTN: PAYMENT PROCESSING
30 SOUTH 17TH STREET
PHILADELPHIA, PA 19103-4196

NEW YORK
LONDON
SINGAPORE
LOS ANGELES
CHICAGO
HOUSTON
PHILADELPHIA
SAN DIEGO
SAN FRANCISCO
BALTIMORE
BOSTON
WASHINGTON, DC
LAS VEGAS
ATLANTA
MIAMI
PITTSBURGH
NEWARK
WILMINGTON
PRINCETON
LAKE TAHOE

August 16, 2007

CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES
ATTN: EVELYN BOATZ
1776 E. WASHINGTON
URBANA, IL 61802

GENERAL REPRESENTATION

FILE # E1005-00002

INVOICE # 1326397

IRS # 23-1392502

CURRENT INVOICE

\$279.00

PRIOR BALANCE DUE

BILL DATE	BILL/REF NO.	BILL AMOUNT	CREDITS	A/R BALANCE
6/13/07	1312282	\$517.35	\$0.00	\$517.35
				\$517.35
TOTAL BALANCE DUE				<u>\$796.35</u>

Wire payments to: Bank Name: Wachovia Bank, NA Swift Code: PNBUS33 Account No. 2100000513000 ABA Number 031201467	Bank Address is: Wachovia Bank, NA 123 South Broad St. Philadelphia, PA	Please reference the File Number and Invoice Number in the REMARK section.
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AMOUNTS INCLUDED FOR DISBURSEMENTS INCLUDE EXPENSES RECEIVED AND RECORDED THROUGH THE END OF THE INVOICE PERIOD. THERE MAY BE ADDITIONAL EXPENSES RECEIVED AND DISBURSEMENTS INVOICED IN THE FUTURE. AS PER THE TERMS OF OUR ENGAGEMENT, PAYMENT IS DUE IN U.S. DOLLARS WITHIN 30 DAYS OF THE DATE OF THIS INVOICE. AFTER 30 DAYS A LATE FEE OF 1% PER MONTH (OR SUCH LOWER RATE AS REQUIRED BY APPLICABLE LAW) MAY BE CHARGED.



ENGINEERS AND ASSOCIATES, INC.
 Mechanical & Electrical Consulting Engineers

1615 South Neil St. • Champaign, IL 61820
 Tel: (217) 356-0536 • Fax: (217) 356-1092
 ksiuts@ghrinc.com • FEIN: 37-0860182

August 6, 2007
 Project No: 6148.0000
 Invoice No: 0016438

Mr. Denny Inman
 Champaign County
 1776 East Washington
 Urbana IL 61802

Project: 6148.0000 Champaign County Nursing Home Assistance

Professional Services: June 3, 2007 through July 28, 2007

Task: 002 HVAC System Review

Professional Personnel

	Hours	Rate	Amount
Principal			
Gleason, James N.	5.50	140.00	770.00
Totals	5.50		770.00
Total Labor			770.00
		Total this task	\$770.00
		Total this invoice	\$770.00

Champaign County
 Brookens Administration Center
 1776 E. Washington Street
 Urbana, IL 61802
 Attn: Mr. Denny Inman

August 14, 2007
 Invoice No: 129475
 Project No: 053015.900



Principals
 L. Eugene Dillow, AIA
 John R. Drayton, AIA
 Randall L. West, AIA
 Samuel J. Johnson, AIA
 Steven T. Oliver, AIA

Senior Associates
 Scott M. Likins, AIA
 Bruce L. Maxey, AIA
 Barbara Meek, AIA
 Mark A. Ritz, AIA
 Timothy J. McGrath, AIA
 John S. Whitlock, AIA
 R. Carson Durham, AIA

Associates
 Duane L. Allen
 Todd D. Cyrulik, AIA

Re: Champaign Cty Fleet Maintenance Highway Facility Site Observation

For professional services rendered for the period July 2, 2007 to August 1, 2007

Hourly Not to Exceed Amount:	\$54,420.00
Previous Billed:	<u>\$9,632.08</u>
Balance In Contract:	\$44,787.92

Fee Charges

<u>Description</u>	<u>Title</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Wakefield, Dan Y.	Architect II	80.00	27.00	\$2,160.00
Harrington, Michael	Site Representative	80.00	6.00	\$480.00
Fuqua, Ryan D.	Arch. Intern III	75.00	2.00	\$150.00
Putman, Brittany M.	Admin Assistant	50.00	1.75	\$87.50
Current Fee Charges				\$2,877.50

100 merchant street
 decatur, illinois 62523
 phone 217 429-6105
 fax 217 429-5167

2104 w. springfield ave.
 champaign, illinois 61821
 phone 217 356-9606
 fax 217 356-8861

201 e. grove, suite 300
 bloomington, illinois 61701
 phone 309 828-5025
 fax 309 828-5127

833 w. jackson, suite 100
 chicago, illinois 60607
 phone 312 829-1987
 fax 312 666-8967

Reimbursable Expenses

<u>Reimbursable</u>	<u>Invoice #</u>	<u>Inv. Amt.</u>	<u>Memo</u>
GHR Engineers & Assoc.	0016429	2,540.85	
Total Reimbursable Expenses			\$2,540.85

TOTAL NOW DUE \$5,418.35

Over 75 Years of Architecture
people creating places for people to gather, collaborate, think, learn & play



ENGINEERS AND ASSOCIATES, INC.
Mechanical & Electrical Consulting Engineers

1615 South Neil St. • Champaign, IL 61820
Tel: (217) 356-0536 • Fax: (217) 356-1092
ksiuts@ghrinc.com • FEIN: 37-0860182

052015 900

August 6, 2007
Project No: 6059.0000
Invoice No: 0016429

Mr. Mark Ritz
BLDD Architects, Inc.
2104 West Springfield
Champaign IL 61821

35031

Project: 6059.0000 Champaign County Fleet Maint Facility

Professional Services: June 3, 2007 through July 28, 2007

Task: 003 Observation

Professional Personnel

Employee		Hours	Rate	Amount
Davis, Christopher R	06/06/07	2.00	70.75	141.50
Davis, Christopher R	06/13/07	3.00	70.75	212.25
Davis, Christopher R	06/20/07	2.00	70.75	141.50
Meerdink, John G.	07/06/07	1.50	95.25	142.88
Overman, Bryan D.	06/13/07	3.00	79.28	237.84
Overman, Bryan D.	06/20/07	3.00	79.28	237.84
Overman, Bryan D.	06/27/07	3.00	79.28	237.84
Overman, Bryan D.	07/09/07	2.00	79.28	158.56
Overman, Bryan D.	07/11/07	3.00	79.28	237.84
Overman, Bryan D.	07/12/07	2.00	79.28	158.56
Overman, Bryan D.	07/18/07	3.00	79.28	237.84
Overman, Bryan D.	07/25/07	3.00	79.28	237.84
Overman, Bryan D.	07/27/07	2.00	79.28	158.56
Totals		32.50		2,540.85
Total Labor				2,540.85

Billing Limits	Current	Prior	To-date	
Labor	2,540.85	2,634.58	5,175.43	
Limit			11,250.00	
Remaining			6,074.57	
			Total this task	\$2,540.85
			Total this invoice	\$2,540.85

Outstanding Invoices

Number	Date	Balance
0015115	03/15/06	1,099.00
0015961	02/06/07	430.00

AUG 20 2007



Champaign County Highway Dept.
Brookens Administration Center
1776 E. Washington Street
Urbana, IL 61802
Attn: Denny Inman

August 14, 2007
Invoice No: 129476
Project No: 053015.400

Principals
L. Eugene Dillow, AIA
John R. Drayton, AIA
Randall L. West, AIA
Samuel J. Johnson, AIA
Steven T. Oliver, AIA

Senior Associates
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Bruce L. Maxey, AIA
Barbara Meek, AIA
Mark A. Ritz, AIA
Timothy J. McGrath, AIA
John S. Whitlock, AIA
R. Carson Durham, AIA

Associates
Duane L. Allen
Todd D. Cyrulik, AIA

Re: Champaign Cty Fleet Maintenance Highway Facility

For professional services rendered for the period July 2, 2007 to August 1, 2007
for the referenced project.

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
PROGRAMMING	75,000.00	100.00%	75,000.00	75,000.00	0.00
SCHEMATIC DESIG	67,500.00	100.00%	67,500.00	67,500.00	0.00
DESGN DEVELPMNT	90,000.00	100.00%	90,000.00	90,000.00	0.00
CONST DOCUMENTS	180,000.00	100.00%	180,000.00	180,000.00	0.00
BID/NEGOTIATION	22,500.00	100.00%	22,500.00	22,500.00	0.00
CONST ADMIN	90,000.00	77.00%	69,300.00	63,000.00	6,300.00
Simplified Ener	1,396.00	100.00%	1,396.00	1,396.00	0.00
Total Fix Fee	526,396.00		505,696.00	499,396.00	6,300.00

Invoice Total \$6,300.00

Due and payable upon receipt. Subject to finance charge of 1% per month after 30 days.

- 100 merchant street
decatur, illinois 62523
phone 217 429-5105
fax 217 429-5167
- 2104 w. springfield ave.
champaign, illinois 61821
phone 217 356-9606
fax 217 356-8861
- 201 e. grove, suite 300
bloomington, illinois 61701
phone 309 828-5025
fax 309 828-5127
- 833 w. jackson, suite 100
chicago, illinois 60607
phone 312 829-1987
fax 312 666-8967

Over 75 Years of Architecture
people creating places for people to gather, collaborate, think, learn & play

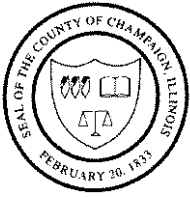
Prepared By: Evelyn Boatz
August 28, 2007

HIGHWAY MAINTENANCE FACILITY CONSTRUCTION PROJECT

	ORIGINAL CONTRACT	NET CHANGE BY CHANGE ORDERS	CONTRACT TOTAL	PAYMENTS MADE TO DATE	BALANCE TO FINISH PLUS RETAINAGE
PROJECT BUDGET TOTAL:	\$7,060,637.00				
<u>CONTRACTOR PAYMENTS</u>					
BLDD Architects, Inc. Highway Project - Direct Expense	\$526,396.00		\$526,396.00	\$499,396.00 \$66,889.78	\$27,000.00
Site Observation Sign Re-design Heat Pump Relocate	\$54,420.00		\$54,420.00	\$9,632.08 \$731.25 \$2,193.75	\$44,787.92
T A Brinkoetter & Sons, Inc.	\$783,000.00	\$22,047.00	\$805,047.00	\$87,786.00	\$540,240.00
Coleman Electric, Inc.	\$790,002.00	\$19,513.70	\$809,515.70	\$348,165.00	\$461,350.70
Davis-Houk Mechanical, Inc.	\$305,739.00	\$14,972.00	\$320,711.00	\$82,738.00	\$237,973.00
English Brothers Company	\$3,492,050.00	\$22,573.35	\$3,514,623.35	\$1,546,480.00	\$1,733,459.00
Fire Suppression Systems	\$87,730.00	\$0.00	\$87,730.00	\$0.00	\$87,730.00
Otto Baum Company, Inc.	\$588,800.00	\$6,173.25	\$594,973.00	\$158,824.00	\$313,890.00
<u>OWNER ITEMS</u>				\$270,096.76	
TOTAL PAYMENTS TO DATE				\$3,072,932.62	
Pending Pay Requests for September				\$399,818.17	
Outstanding Invoices				\$1,935.36	

% of Project Total Paid to Date

43.52%



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
(217) 384-3776
(217) 384-3765 – PHYSICAL PLANT
(217) 384-3896 – FAX
(217) 384-3864 – TDD
Website: www.co.champaign.il.us

ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

To: Steve Beckett, Chair of County Facilities Committee
County Facilities Committee

From: Denny Inman, County Administrator/Facilities & Procurement

Date: August 28, 2007

Re: Lyle Shields Meeting Room Renovation

The Lyle Shields Meeting Room was constructed during the County's purchase and remodel of the Brookens Administrative Center in July 1996. The current meeting room replaced the County Board meeting room located in the lower level of the Annex which was demolished to make way for the construction of the new Courts Wing.

As you may recall attempts at a new seating plan presented in early 2007 were reviewed and ultimately rejected by the County Board. The proposal before you differs in that County Board seating takes the approach of face to face orientation. Refer to Attachment 1, Proposed Rectangular Seating Arrangement and Attachment 2, Seating Orientation: Current vs. Proposed.

The scope of work proposed for the Lyle Shields Meeting Room renovation includes new orientation of County Board member seating, new seating stations, and carpet replacement. A brief description of the scope of work is as follows:

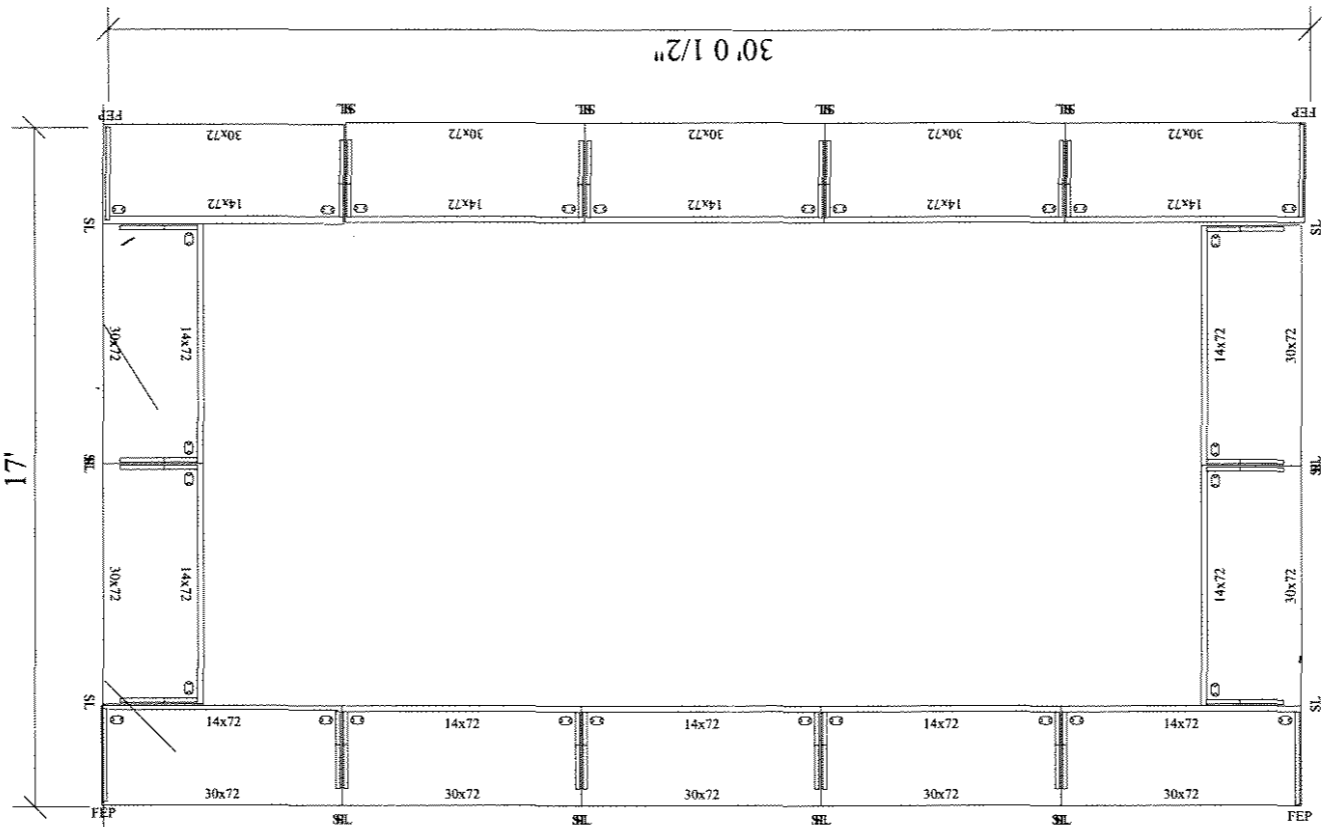
- A. Renovation includes new County Board seating stations. The proposed seating stations allow for side by side seating arrangement but are reduced in depth from the current furnishings. The stations are equipped with front modesty panels but are not full length which will negate the "booming" noise currently experienced when feet contact the panel. Proposed tops are available in a myriad of finishes from wood to vinyl. See Attachment 3, Proposed Seating Stations. Estimated cost range is \$6,000 - \$10,000 and has a four week lead time. The current seating stations which become surplus equipment could be reused in ILEAS, CCNH, etc.

- B. The Lyle Shields Meeting Room sits on a concrete slab, thus the existing microphone wiring was placed in conduit by saw cutting the floor and patching. The proposed seating orientation utilizes 90% of the existing conduit and wiring.
- C. The current carpet in the Lyle Shields meeting room was installed 1996. Carpet squares have a typical 10 year life expectancy in areas that have moderate pedestrian traffic. The proposed replacement carpet is from Interface Flooring Systems and procurement would be from either the GSA or State of Illinois contracts. It is estimated the carpet tile replacement cost is approximately \$8,000.00. The current carpet can be sent to Interface Flooring System for recycling.

The existing lighting, wall finishes, and sound system will remain in place. The estimate for the renovation of the Lyle Shields Meeting Room is estimated at \$14,000- \$ 18,000.

It should be noted that this proposal addresses an internal operational issue of seating orientation rather than a technical and operational issue of audio/visual recording of committee and County Board meetings. The proposal helps address the recording issue by providing a seating orientation, with appropriate equipment, that will capture Board Members in a favorable manner. Audio/visual recording of committee and County Board meetings should be addressed in a separate planning phase.

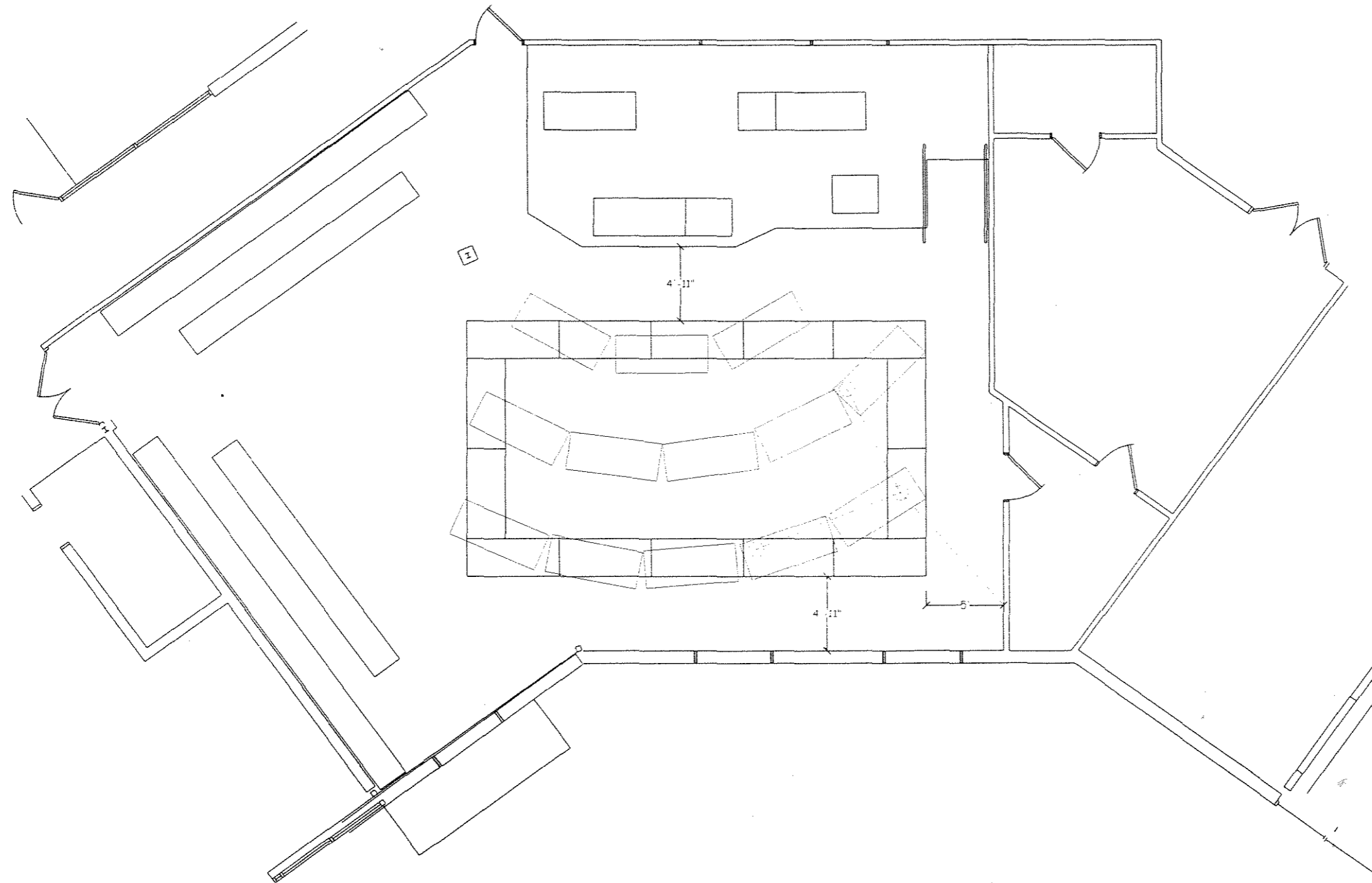
Thank you for your consideration of this matter.



Admin support Staff

County Clerk

Press



Attachment 2
Seating Orientation - Current vs. Proposed

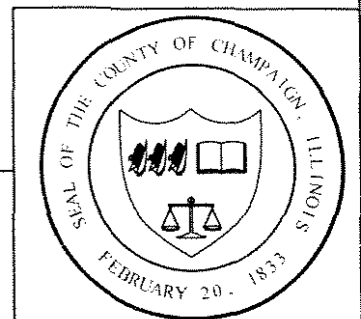
CHAMPAIGN COUNTY
ADMINISTRATIVE SERVICES
PHYSICAL PLANT DIVISION

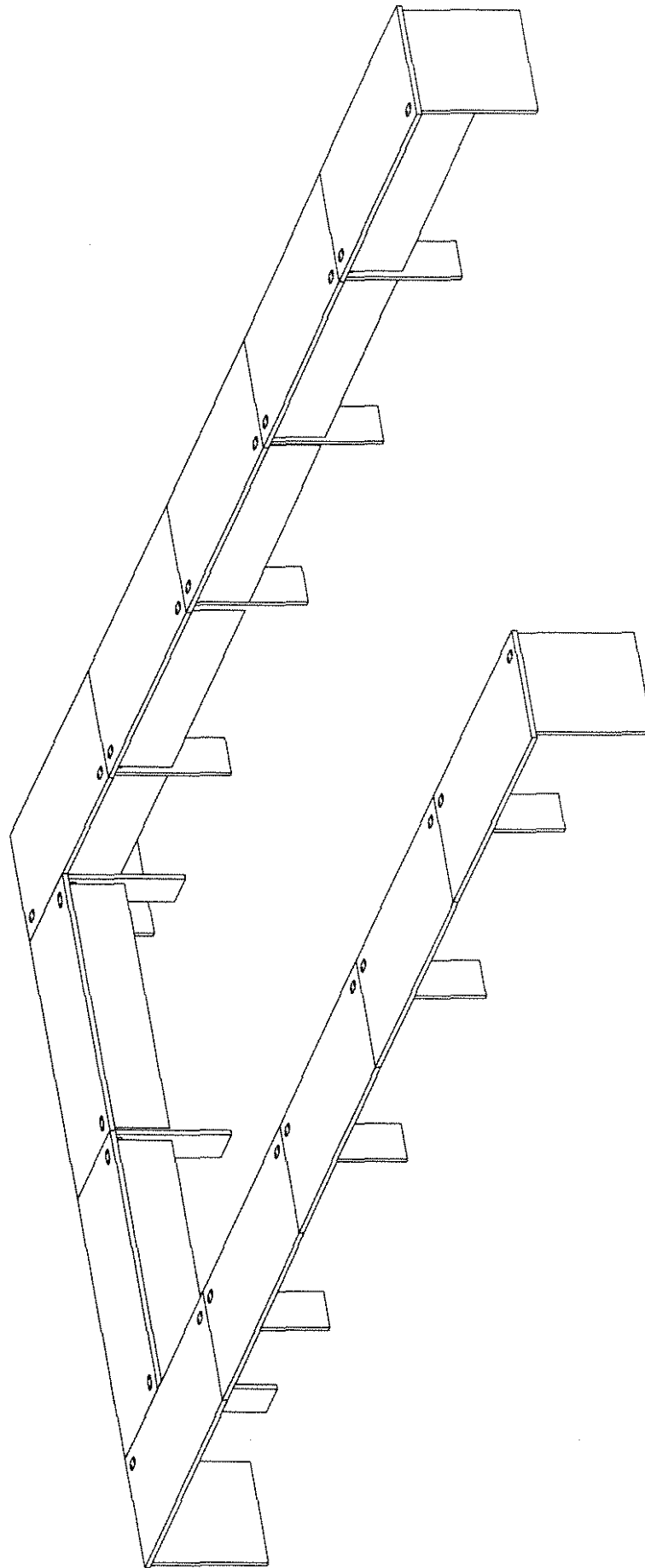
Lyle Shields Meeting Room
w/ Stocks layout

Date: 5-11-07

Scale: 1/8" = 1'

A1





Attachment 3
Proposed Seating Stations

October 12, 2005		
February 7, 2006		
May 2, 2006		
August 22, 2006		
August 24, 2006 – Performance appraisal subcommittee		
September 14, 2006 #1 – Performance appraisal subcommittee		
September 14, 2006 #2 - Performance appraisal subcommittee		
October 3, 2006		
November 21, 2006		

***Minutes not previously approved in semi-annual review.**

ATTACHMENTS GIVEN TO COMMITTEE AT MEETING

**COUNTY FACILITIES
SEPTEMBER 4, 2007**

CONTENTS:

1. Physical Plant Monthly Reports
2. Memo re: renovation & reuse of County Highway
Dept. South Maintenance Facility
3. White & Borgognoni-Courthouse Masonry Exterior
Stabilization & Restoration Project Timeline

Champaign County Physical Plant
 Monthly Report -
 August, 2007

	Original Budget Amount	Current Budget Amount	Year to Date Expenditures	Balance	% of Current Budget Spent	Last Month	Last Year This Time
Commodities	\$72,668.00	\$78,505.00	\$71,310.64	\$7,194.36	90.84%	82.28%	86.40%
Cths R & M	\$22,716.00	\$26,663.00	\$25,661.34	\$1,001.66	96.24%	98.29%	83.62%
Downtown Jail R & M	\$28,189.00	\$26,543.00	\$16,503.41	\$10,039.59	62.18%	57.79%	87.29%
Satellite Jail R & M	\$29,087.00	\$97,021.00	\$20,785.69	\$76,235.31	21.42%	21.20%	99.66%
1905 R & M	\$10,718.00	\$10,718.00	\$2,642.99	\$8,075.01	24.66%	24.46%	76.92%
JDC R & M	\$13,503.00	\$12,430.00	\$10,025.85	\$2,404.15	80.66%	72.63%	67.51%
Brookens R & M	\$26,760.00	\$20,891.00	\$20,283.80	\$607.20	97.09%	73.42%	49.23%
1701 E Main R& M	\$0.00	\$3,266.00	\$3,265.33	\$0.67	99.98%	97.45%	n/a
Other Bldgs R & M	\$10,500.00	\$8,774.00	\$5,917.85	\$2,856.15	67.45%	49.44%	38.75%
Gas Service	\$328,666.00	\$328,666.00	\$238,552.74	\$90,113.26	72.58%	74.35%	90.45%
Electric Service	\$632,610.00	\$629,510.00	\$512,871.05	\$116,638.95	81.47%	69.34%	56.98%
Water Service	\$32,520.00	\$32,520.00	\$24,578.54	\$7,941.46	75.58%	58.03%	62.57%
Sewer Service	\$34,471.00	\$34,471.00	\$26,214.61	\$8,256.39	76.05%	65.00%	67.66%
All other services	\$251,907.00	\$263,716.00	\$205,501.02	\$58,214.98	77.93%	68.01%	82.93%
Brookens Remodel	\$55,000.00	\$46,903.00	\$42,468.71	\$4,434.29	90.55%	79.35%	n/a

(current budget amount is lower due to paying for some remodeling expenses from correct line items)

Prepared by: Ranae Wolken
 9/4/2007

Electric Utilities - FY2006

Period	Courthouse	204 E Main	502 S Lierman	JDC	1905 E Main	1701 Garage	1601 E Main	Nite Lite	Brookens	Old CCNH	Monthly Totals
December	\$14,413.84	\$4,791.96	\$7,859.19	\$3,534.38	\$4,295.78	\$121.44	\$197.27	\$119.31	\$9,034.08		\$44,367.25
January	\$15,308.34	\$7,563.18	\$8,341.72	\$3,707.63	\$4,035.58	\$111.52	\$185.36	\$204.13	\$9,803.52		\$49,260.98
February	\$14,228.97	\$7,006.53	\$7,808.10	\$3,586.38	\$4,099.05	\$103.75	\$150.99	\$201.93	\$9,395.89		\$46,581.59
March	\$16,508.43	\$7,654.98	\$8,883.19	\$3,797.70	\$4,968.54	\$105.46	\$131.78	\$192.33	\$10,962.87	\$5,986.06	\$59,191.34
April	\$22,593.65	\$8,953.02	\$11,787.20	\$4,578.10	\$5,785.19	\$105.24	\$174.19	\$187.17	\$13,967.15	\$4,833.53	\$72,964.44
May	\$26,627.54	\$10,622.15	\$12,254.26	\$4,780.76	\$6,545.02	\$98.79	\$222.20	\$183.29	\$15,001.31	\$3,807.44	\$18,992.04
June	\$28,633.29	\$8,746.98	\$17,698.50	\$4,697.70	\$6,545.02	\$98.79	\$222.20	\$167.01	\$14,347.85	\$3,942.50	\$85,099.84
July	\$32,871.62		\$17,019.26					\$171.05	\$17,657.97	\$3,924.11	
August											
September											
October											
November											
Total to Date	\$171,185.68	\$55,338.80	\$91,651.42	\$28,682.65	\$36,274.18	\$744.99	\$1,283.99	\$1,426.22	\$100,170.64	\$22,493.64	\$376,457.48

Prepared by Ranae Wolken
9/4/2007

Gas Utilities - FY2006

Period	Courthouse	204 E Main	502 S Lierman	JDC	1905 E Main	1601 E Main	1701 Garage	Brookens	Old CCNH	Monthly Totals
December	\$11,910.03	\$1,381.89	\$6,658.86	\$35.50	\$2,117.95	\$457.61	\$402.50	\$7,050.19		\$30,014.53
January	\$15,779.04	\$4,783.57	\$8,803.06	\$35.50	\$1,633.87	\$591.37	\$538.14	\$5,820.36		\$37,984.91
February	\$16,217.07	\$5,100.61	\$12,356.14	\$430.66	\$1,328.43	\$302.58	\$372.96	\$5,168.78		\$41,277.23
March	\$15,568.40	\$2,968.60	\$11,863.90	\$950.36	\$1,833.17	\$201.27	\$216.16	\$5,477.21	\$9,156.31	\$48,235.38
April	\$17,721.74	\$2,594.10	\$3,873.26	\$320.44	\$1,433.09	\$74.15	\$56.85	\$4,137.70	\$217.52	\$30,428.85
May	\$16,458.06	\$809.73	\$4,636.45	\$192.64	\$1,088.90	\$64.89	\$51.83	\$1,293.30	\$207.85	\$24,803.65
June	\$17,531.76	\$627.21	\$10,224.01	\$209.97	\$1,088.90	\$64.89	\$51.83	\$218.17	\$207.85	\$30,224.59
July	(\$15,633.32)	\$637.93	\$8,746.72					\$4.50	\$207.85	
August										
September										
October										
November										
Total to date	\$95,552.78	\$18,903.64	\$67,162.40	\$2,175.07	\$10,524.31	\$1,756.76	\$1,690.27	\$29,170.21	\$9,997.38	\$236,932.82

Prepared by Ranae Wolken
9/4/2007

Building/Grounds Maintenance work hour comparison

FY2007

Weekly Period	Repair & Maintenance	Scheduled Maintenance	Nursing Home	Special Project	TOTAL	
12/3/06-12/9/06	283.75	0.00	11.50	43.00	338.25	
12/10/06-12/16/06	243.00	0.00	1.00	9.00	253.00	
12/17/06-12/23/06	321.00	0.00	5.00	69.00	395.00	
12/24/06-12/30/06**	212.00	0.00	2.00	29.00	243.00	
12/31/06-1/6/07*	210.75	0.00	1.50	60.00	272.25	
1/7/07-1/13/07	274.50	0.00	2.50	93.00	370.00	One employee on FMLA leave until further notice (minimum of six months)
1/14/07-1/20/07*	202.00	0.00	19.50	90.00	311.50	
1/21/07-1/27/07	285.00	0.00	4.25	113.00	402.25	
1/28/07-2/3/07	204.25	0.00	18.50	168.25	391.00	
2/4/07-2/10/07	227.00	0.00	11.75	161.00	399.75	One employee turned in resignation effect. Feb 9
2/11/07-2/17/07	354.00	7.50	7.50	12.00	381.00	(Now short two employees)
2/18/07-2/24/07*	164.00	0.00	2.00	72.50	238.50	
2/25/2007-3/3/07	273.50	0.00	0.00	104.50	378.00	
3/4/07-3/10/07	249.00	0.00	5.00	119.25	373.25	
3/11/07-3/17/07	230.25	0.00	6.50	146.00	382.75	
3/18-07-3/24/07	309.00	0.00	0.00	15.00	324.00	
3/25/07-3/31/07	292.75	10.00	0.00	62.25	365.00	
4/1/07-4/7/07*	285.75	0.00	0.00	32.00	317.75	
4/8/07-4/14/07	315.00	0.00	5.50	44.00	364.50	One new permanent employee hired and two temps hired
4/15/07-4/21/07	244.75	0.00	1.00	201.50	447.25	to fulfill need for remodeling projects
4/22/07-4/28/07	215.00	0.00	2.50	214.00	431.50	
4/29/07-5/5/07	239.00	0.00	0.00	251.00	490.00	
5/6/07-5/12/07	240.50	0.00	4.50	220.50	465.50	
5/13/2007-5/19/07	249.50	0.00	1.50	165.00	416.00	
5/20/07-5/26/07	284.00	0.00	4.00	194.25	482.25	
5/27/07-6/2/07*	193.75	0.00	2.75	132.50	329.00	
6/3/07-6/9/07	243.50	0.00	0.00	186.25	429.75	
6/10/07-6/16/07	300.00	0.00	4.50	98.75	403.25	
6/17/07-6/23/07	273.50	50.00	10.50	101.00	435.00	
6/24/07-6/30/07	359.25	0.00	4.00	92.00	455.25	fully staffed, plus one temp employee
7/1/07-7/7/07*	230.75	32.00	2.00	69.25	334.00	
7/8/07-7/14/07	324.25	16.00	4.25	124.50	469.00	
7/15/07-7/21/07	269.75	20.00	3.00	155.75	448.50	
7/22/07-7/28/07	275.25	32.00	0.00	151.00	458.25	
7/29/07 - 8/4/07	307.50	0.00	0.00	164.50	472.00	

Building/Grounds Maintenance work hour comparison

FY2007

8/5/07-8/11/07	309.25	0.00	0.00	163.25	472.50
8/12/07-8/18/07	277.00	0.00	2.25	165.50	444.75
8/19/07-8/25/07	286.75	0.00	2.00	168.75	457.50

*week includes a holiday

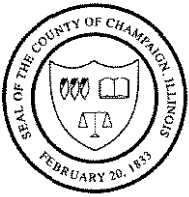
One work week: 435.00 hours (if fully staffed)

There are currently 379.43 comp time hours available to the maintenance staff

Total comp time hours earned in FY07 to date- 614.87

Total spent to date on overtime in FY07 - \$2,539.81

Prepared by: Ranae Wolken
9/4/2007



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
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ADMINISTRATIVE SUPPORT
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SALARY ADMINISTRATION

To: Steve Beckett, Chair of County Facilities Committee
County Facilities Committee

From: Denny Inman, County Administrator/Facilities & Procurement

Date: August 28, 2007

Re: Renovation & Reuse of County Highway Department South Maintenance Facility/Agenda
Item IX.B.

ISSUE:

Sheriff Dan Walsh and County Clerk Mark Shelden have requested the soon to be vacated, South Highway Maintenance facility to be renovated and reused for their departments use. Sheriff Walsh has indicated that he intends to reuse the eastern portion of the facility for investigative processes on vehicles used in criminal activity. The County Clerk intends to utilize the western portion of the facility for election operations.

REPORT:

1. The Highway Departments South Maintenance facility is a 10,680 square foot fabricated metal facility.
 - A. The facility currently houses the Highway department's mechanic, parts department, machine shop, maintenance and wash bays, and approximately 5 vehicle storage bays.
 - B. The building is circa 1950's. The facility was constructed in two sections. The eastern portion of the facility (80' x 60') was constructed first.
 - C. It is anticipated that this facility will become vacant upon completion and occupancy of the new Fleet/Highway Maintenance facility in late December 2007 or early January 2008.

2. The area requested by Sheriff Walsh is approximately 5,040 square feet and includes the maintenance and wash bays, mechanics office, parts room, and break room. See Attachment 1. Reuse of South Maintenance Facility.
3. The area requested by the County Clerk is approximately 5,640 square feet. The area is predominately open storage. A storage mezzanine is available over the mechanics office and parts room. See Attachment 1. Reuse of South Maintenance Facility.
4. Scope of work:
 - A. Phase I: Occupancy by February 1, 2008 (Based on County Facilities Committee project approval in September 2007 and Highway Department vacancy of December 2007)

	<i>TASK</i>	<i>WORK SCHEDULED</i>	<i>COST</i>
1	Replace roof:	October 2007	\$45,000- \$60,000
2	Add wall insulation to west, north, and east walls:	January 2008	\$4,000 - \$4,500
3	Add drywall to west and north walls in Clerk's area.	January 2008	\$6,000 - \$7,000
4	Remove vehicle liquids from concrete slab	January 2008	\$3,500 - \$ 4,500
5	Add facility security system	January 2008	\$3,000 - \$4,000
6	Paint facility interior	January 2008	\$3,000 - \$4,500
7	Electrical Upgrade	January 2008	\$5,000 - \$6,000
8	Doors & Alarms	January 2008	\$2,000 - \$3,500
Phase I Estimate			<i>\$71,500 - \$94,000</i>

B. Phase II. March 2008.

	<i>TASK</i>	<i>WORK SCHEDULED</i>	<i>COST</i>
	A/C Unit	Spring 2008	\$35,000-\$40,000/Side
	Lighting (Cty Clerk Area Only)	Spring 2008	\$5,000 - \$6,000
Phase II Estimate			\$40,000 - \$46,000
Project Estimate			\$111,500 - \$140,000

5. In early 2006 the facility housing the County Clerk Elections and Highway lab were damaged by high winds. The condition of the facility was evaluated by IGW and it was determined that demolition was the best course of action.
6. The County has approximately \$210,000, from insurance to replace the lost space of the Highway Department and County Clerk. It is estimated that the County Clerk occupied approximately 2,200 square feet or 47.6% of the old facility. This would allocate approximately \$100,414 toward the County Clerk's portion of this project. It is the County Board's decision to allocate this money.
7. Items not addressed in the above information include limited replacement of building exterior skin, garage door replacement/removal, A/C for Sheriff's space, storage units, work counters, etc.

RECOMMENDATION:

I recommend to the County Facilities Committee that you direct the County Administrator/Facilities & Procurement to craft bid documents for the roof replacement of the South Maintenance Facility. The committee further directs that Physical Plant Division work with Sheriff Walsh and Mark Shelden/County Clerk to fine tune the scope of work for the reuse of said facility.

Thank you for your consideration of this matter.

**DRAFT**

August 27, 2007

Champaign County Administrative Services

Denny Inman, County Administrator
 1776 E. Washington
 Urbana, IL 61802

Re: **Courthouse Masonry Exterior Stabilization & Restoration**
 Champaign County Courthouse - Urbana, IL

Dear Mr. Inman;

The following is an updated proposed draft project schedule for the remaining work on the Champaign County Courthouse masonry project.

<u>Task</u>	<u>Completion Date</u>
Design Development (DD)	
100% DD Submittal	September 28, 2007
Review by County	October 12, 2007
Construction Documents (CD)	
100% CD Submittal	December 14, 2007
Review by County	December 28, 2007
Review by All Required Agencies	January 4, 2007
Bidding/Negotiation (B/N)	
Advertise for Bids	January 6, 2008
Bid Opening	February 5, 2008
Award Construction Contract	February 21, 2008
Construction Period (CP)	February 22, 2008 - August 21, 2009
Project Closeout (PC)	
Substantial Completion	August 21, 2009
Final Completion	September 25, 2009

Please note that the schedule also that we are now authorized to proceed with the full project design, based on the Board's decision on August 23, 2007. Also, please note that the schedule assumes that we are able to continue working on each phase of the project during the County's review periods.

If you have any questions, please do not hesitate to contact us.

Thank you again for your assistance.

Champaign County Administrative Services

Denny Inman, County Administrator

August 27, 2007

Re: **Courthouse Masonry Exterior Stabilization & Restoration**
Champaign County Courthouse - Urbana, IL

Sincerely,

White & Borgognoni Architects, P.C.

A handwritten signature in cursive script that reads "Gail White".

Gail White, AIA
Principal Architect

