



**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE**  
County of Champaign, Urbana, Illinois  
Tuesday, November 5, 2013 - 6:00 p.m.

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

**Committee Members:**

Stan James - Chair

James Quisenberry – Vice-Chair

Josh Hartke

Jeff Kibler

Gary Maxwell

Giraldo Rosales

Rachel Schwartz

## **AGENDA**

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II. Roll Call	
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IV. Approval of Agenda/Addenda	
V. Public Participation	
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VII. Facilities Director's Report	
A. Courthouse Exterior Maintenance Timeline	5
B. ILEAS East Annex Demo update	
VIII. Lighting for Courthouse Clock Tower - Ongoing	
IX. Other Business	
X. Chair's Report	
A. Future Meeting at 202 Art Bartell Facility	
XI. Designation of Items to be Placed on the Consent Agenda	
XII. Adjournment	

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

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**MINUTES – SUBJECT TO REVIEW AND APPROVAL**

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DATE: Tuesday, October 8, 2013  
TIME: 6:00 p.m.  
PLACE: Lyle Shields Meeting Room  
Brookens Administrative Center  
1776 E. Washington, Urbana, IL 61802

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**Committee Members**

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

**County Staff:** Kirk Kirkland (Facilities Manager), Deb Busey (County Administrator), Linda Lane (Recording Secretary)

**Others Present:** John Jay & Patsi Petrie (Champaign Co Board)

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**MINUTES**

**I. Call to Order**

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

**II. Roll Call**

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

**III. Approval of Minutes**

- A. September 3, 2013 – Regular Meeting
- B. September 19, 2013 – Special Meeting

**OMNIBUS MOTION** by Mr. Rosales to approve the minutes of the September 3, 2013 and September 19, 2013 meetings as distributed; seconded by Mr. Kibler. Upon vote, the **MOTION CARRIED unanimously.**

**IV. Approval of Agenda**

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

**V. Public Participation**

None

**VI. Communications**

None

45 **VII. Facilities Director's Report**

46 A. Brookens Northeast Parking Lot Repair Update

47 Mr. Kirkland reported that the estimates received for the parking lot repairs was a per yard price. He stated that  
48 the first vendor quoted a larger area than expected and added a mobilization fee, bringing the quote in at  
49 \$25,000. Mr. Kirkland stated that when questioned about it, the vendor explained that the patch needed to be  
50 6" instead of 3". Mr. Kirkland said the second vendor quoted even higher, explaining the vendor said a 3" patch  
51 was good but that three times the area needed to be patched. Mr. Kirkland stated the third vendor said no  
52 money should be put into repairing because it needs to be milled and overlaid within three or four years. He did  
53 receive a price from the third vendor but it included a slurry mix, which the County would not be using. Mr.  
54 Kirkland noted that he was told by one vendor that this type of project isn't planned after mid-October but they  
55 could give a quote on the patch but not the seal coat or painting. Mr. Kirkland suggested it be put on hold until  
56 the spring. He said he would like to talk to the Highway Department and see if he can get some more detail on  
57 what actually needs to be done.

58  
59 Mr. Rosales asked for an explanation of a slurry mix. Mr. Kirkland stated it is an oil base mixed with sand that  
60 grinds down quicker when used on parking lots. Mr. James pointed out that an estimate is just an estimate and  
61 to be mindful that if repairs are put off it could cost more in the long run.

62  
63 Mr. Rosales asked if it was correct that any bids under \$25,000 didn't have to come to the board. Mr. James  
64 stated that a budget of \$15,000 was set for this project and anything above that would have to come to the  
65 board. Mr. Maxwell said there are two approaches to take, the get-by approach or to fix it to last a while. He  
66 noted there are several lots and it will be a major effort over a long period of time.

67  
68 Mr. James said there needs to be a mechanism of review to be able to keep up with preventive maintenance  
69 and that there should always be money available for that. Mr. Rosales asked if there wasn't such a system  
70 currently in place. Mr. Kirkland said there isn't one currently, but they are starting to put one together for the  
71 roofs and equipment, and the parking lots will be added. He noted they currently have \$10,000 for  
72 maintenance upkeep but that it barely covers painting one or two lots per year. Mr. Kirkland said they are  
73 where things have deteriorated to a point that it will take a lot to bring it up where normal annual maintenance  
74 would take care of it. Mr. Rosales asked if this comes out of the same budget as the demolition at ILEAS. Mr.  
75 Kirkland replied no. Mr. James said a list was previously supplied with an overview of existing parking lots. Mr.  
76 Rosales stated they were getting something down for roofs but the Board did not approve the \$600,000 for  
77 property maintenance. He wondered what the effect would be if the funds aren't there but things need to get  
78 done in a timely manner so they would not progressively deteriorate. James responded that they will do as  
79 have done before; pull the funds from somewhere and either cut staff or find other means to get the money.

80  
81 Rosales said he is still concerned about the mortar at the courthouse and which project is more important. Mr.  
82 James stated that money has already been budgeted for these projects and they will probably try to roll some  
83 of that over. Ms. Busey said this committee had already prioritized primary building equipment systems and  
84 roof replacements, sent to the County Board, and that is what is in the facilities budget for next year. She noted  
85 that some amounts had been cut. Ms. Busey continued saying that if the \$15,000 for the parking lot isn't used  
86 this year they may ask for it to be re-encumbered for FY14. She stated they are being presented with issues  
87 within a capital infrastructure plan. Ms. Busey also noted that they don't know what the projects will cost or  
88 how much of those projects they might be able to obtain grants for. Mr. Rosales clarified that if the \$15,000 is  
89 re-encumbered they will have to add another \$30-50,000 to do it correctly so they don't have to spend  
90 \$100,000. James said that is correct.

91  
92 B. Timeline on demolition at 1701 E Main St. Urbana

93 Mr. Kirkland reported that the design is being done in the fall by IGW and demolition will be in the spring. He  
94 said they are looking for the asbestos report from 1998 on the east part of the annex. He said he found the  
95 documentation to do the study and where it was approved, but said can't find the study itself. Mr. Kirkland  
96 stated they have to have an asbestos study due to the clean air act to determine how much asbestos is there  
97 and what impact it will have. He also stated that if they are going to recycle the concrete that they may have to  
98 abate it first. Mr. Kirkland said he has one quote for \$6-700 for the study and has calls into a few other  
99 companies. Mr. Kirkland stated they had talked to PACO about taking some of the doors, handrails, etc., and  
100 will have them sign a waiver because of health issues they could run into. Mr. Kirkland said he wanted to get a  
101 firm quote on an abatement price.

102 Mr. Rosales asked when the demolition will be completed. Mr. Kirkland replied late spring to early summer  
103 depending on the weather. Mr. James commented that they aren't starting before spring because they would  
104 have to cap off the building.  
105

106 Ms. Petrie asked if any analysis had been done as to the cost of the project versus building storage that the  
107 Sheriff has requested, and asked if there had been any discussion of using this 5,000 square feet for the storage.  
108 Mr. James noted that the demolition was part of the contract with ILEAS because of health hazards and felt if  
109 they spent money on remediation they would spend more than it's worth. Mr. Kirkland stated that the roof  
110 needs to be removed, there is mold, the HVAC would need some work and the cost would be \$7-800,000. Ms.  
111 Petrie stated that remediation doesn't have to be expensive because it just needs to be sealed.  
112

113 C. Courthouse Exterior Maintenance Project Update

114 Mr. Kirkland stated they have the contracts from Otto Baum and hope to be able to start this fall. He said they  
115 hope to get the cleaning and sealing done this fall, and then do the repair work on the west side in the spring.  
116 Mr. Rosales asked if they were using any of the foundation money. Mr. James replied that money is strictly for  
117 the clock tower and is mainly set aside to keep the clock running and keep the tower in good condition Mr.  
118 Rosales asked for clarification that the repairs were not on the clock tower. Mr. James answered that the  
119 repairs are on the entire building as part of regular maintenance and the money comes from the construction  
120 budget.  
121

122 D. Illinois Energy Now Workshop 9/17/13

123 Mr. Kirkland stated he went to this workshop to hear about the available energy incentives. He noted things  
124 being offered are boiler tune-ups, money for reset controls, parallel positioning controls, missing pipe  
125 insulation, steam traps and low-flow spray nozzles. He noted that we already have reset controls on the boilers  
126 that qualify. He said parallel positioning controls are newer technology that allow independent control of the  
127 air/gas ratio. Mr. Kirkland noted they are expensive and not many places use them on older boilers because the  
128 cost payback is only 1-2%. Mr. Kirkland said to utilize the program to replace missing pipe insulation they would  
129 have to hire an outside contractor per regulations. He noted that he has people that can do this cheaper and  
130 the County only has 20-30 feet of missing insulation at the downtown jail. Mr. Kirkland said they currently are  
131 using low-flow spray nozzles at both the jail and nursing home kitchens. He stated the County has seven boilers  
132 that qualify for the tune-up incentive; four were at the recommended 80-85% level and that three were tuned  
133 up in May. Mr. Kirkland stated the increased efficiency is 1-7%. He said it cost \$5,000 to have it done, but that  
134 they are waiting for a check in the amount of \$3,355 to come back to the County. He stated that he is going to  
135 the Illinois Green Building Association Summit and hopes to find additional opportunities.  
136

137 Mr. James asked if the energy savings can be measured of the boilers already done. Mr. Kirkland answered they  
138 could look at the gas consumption but is not sure how accurate that would be. Mr. James noted that in regards  
139 to energy savings grants it takes time to research, and if an outside contractor needs to be hired then it needs  
140 to be determined if there is money savings in the long run. He noted that it takes staff time to obtain grants and  
141 they don't want to overtax the staff. Mr. James said that he wants this board to look at grants, but also doesn't  
142 want to spend time getting them if they aren't going to save money in the long run.  
143

144 **VIII. Other Business**

145 Mr. James turned the floor over to Mr. Maxwell.  
146

147 Mr. Maxwell stated the chillers at Brookens are \$159,000 each, the satellite jail hot water heater is  
148 \$56,000 and the JDC water heater is \$46,000. He said they lend themselves to a common project. He  
149 stated that if the chillers go down they will have to hire an architect/engineer to replace them. Mr.  
150 Maxwell suggested once the new Facilities Director and Deputy Administrator of Finance are on board to  
151 develop a list, through the QBS process, of several qualified architects and engineers. Mr. Maxwell  
152 suggested the next step would be getting a design on the shelf and making applications for some grants.  
153 He said that you can't make a good grant application without already having a good set of plans. He said  
154 he would like everyone to think about it and possibly start in that direction.  
155

156 Mr. Rosales asked how they would do this when the staff is already so pre-occupied. He stated it sounds  
157 like a good idea, but asked how to move forward. Mr. Maxwell talked about a needs study with a list of  
158 things that are essential and that hiring an engineer will relieve some staff time. Mr. James stated that

159 major jobs usually have an A/E firm anyway. He suggested getting the studies done and using them as  
160 leverage for the grants. He said the A/E firms should know the latest technologies. Mr. James said they  
161 should come up with an overall per-building needs list and then come up with a wish list. Mr. James  
162 stated that it will take steps to accomplish but thinks it can be done in three years.

163  
164 Mr. Rosales stated that Mr. Kirkland has done a good job at reducing costs. He noted that a proposal on  
165 cost effectiveness and efficiency had been submitted by Mr. Hartke, that wasn't too expensive and  
166 would have saved money in the long run, had been shot down. Mr. Rosales felt that an A/E, a QBS and a  
167 consultant, etc. would just cost more and more money he didn't think this board was ready to approve  
168 since they had failed to approve other such measures that have been proposed. He suggested the job  
169 descriptions of the new people should include these types of things so the County wouldn't have to go  
170 outside. Mr. Hartke noted that he likes to be proactive and likes this plan, but sees Mr. Rosales's  
171 concerns about cost. He said he would like to see where this goes. Mr. James said the energy study done  
172 doesn't give some figures needed and said they are going to come in and look around the building, talk  
173 to employees, look at lights, thermostats and wall switches. He said they aren't going to get in depth. Mr.  
174 James noted that what Mr. Maxwell brought up is something they are going to need, and they will be  
175 mandated by state law to hire an A/E firm. He stated that he is in favor of Mr. Maxwell's idea because it  
176 gives a better handle on costs and newest technology.

177  
178 Mr. Maxwell said the instructions to prospective engineers is the project will be designed with state of  
179 the art energy efficient equipment. He noted that he doesn't like to spend money on engineering, but  
180 they need to have plans on the shelf in order to get grant money. Mr. James noted that if they have an  
181 engineering firm they will have a package of items to look at. He noted that since it was something new  
182 it would be opened up for quotes.

183  
184 Mr. Kibler asked what the cost estimate for this type of measure would be. Mr. Maxwell answered he  
185 still thinks 18%. Mr. Kibler asked the fastest time the chiller project could be done if they don't have  
186 plans on the shelf, and how much time could be saved with the plans. Mr. Maxwell, using the nursing  
187 home as an example, said engineering would be a month or more, design would take another month or  
188 more, and if it has to be bid that would add six weeks, totaling about 3-5 months.

189  
190 Ms. Busey stated that Mr. Maxwell's idea is good. She thinks QBS allows for prequalification of several  
191 firms. She suggested doing an RFQ to prequalify a few architectural firms and a couple of engineering  
192 firms. Ms. Busey stated that a firm could then be chosen based on their expertise in the area needed  
193 and thought this could be done for a period of 2-3 years. Mr. James liked that this process would allow  
194 them to be one step ahead and would give a better handle on costs. He felt they should keep this  
195 discussion going. Mr. Rosales said the idea is good but his concern is monetary.

196  
197 Ms. Petrie thanked Mr. Maxwell for his suggestion but said she would like to push it even further. She  
198 said it still doesn't look at an overall plan for the County though. Ms. Petrie felt they needed to look at a  
199 systems analysis of what they are doing with the buildings on campus. She said she would like to see  
200 what IGBA brings in first. Ms. Petrie also felt it shouldn't be just any engineer but a civil/environmental  
201 engineer. Mr. James noted that the study is currently for Brookens only. He stated that Mr. Kirkland  
202 identified the equipment that was aging and needed replaced. Mr. James said that whether the jail is  
203 expanded or not has nothing to do with the fact that the water heater needs replaced now. Mr. James  
204 said the work they have done is what they wanted, and they have to take care of what they have now  
205 before they can look at a bigger overview. He stated it is better to be prepared when equipment failures  
206 happen.

207  
208 **IX. Chair's Report**

209 None

210  
211 **X. Designation of Items to be Placed on the Consent Agenda**

212 None

213  
214 **XI. Adjournment**

215 There being no further business, Mr. James adjourned the meeting at 6:58 p.m.



### **Preliminary Construction Schedule for Champaign County Courthouse**

Week 1, November 4-8 - Mobilize equipment and materials to job site, set-up job, start pressure washing & removing sealant from joints on North elevation.  
Install sealant mockups.

Week 2, November 11-15 - Continue pressure washing and removing sealant from joints. Start installing new sealant on North elevation.

Week 3, November 18-22 - Finish pressure washing all elevations of addition. Continue sealant repairs on North elevation.

Week 4, November 25-29 - Continue cutting out and installing sealant on North elevation. Start cutting out and installing sealant on East elevation.

Week 5, December 2-6 - Continue cutting and installing sealant on East and North elevations.

Week 6, December 9-13 - Finish sealant repairs on North elevation. Continue cutting out and installing sealant on East elevation. Start cutting out and installing sealant on South elevation.

Week 7, December 16-20 - Continue cutting out and installing sealant on the South elevation.

Week 8, December 23-27 - Continue cutting out and installing sealant on South elevation. If weather allows we will continue, if not we will demobilize and resume on March 3, 2014.

Week 9, March 3-7 - Mobilize equipment and material to job site. Start grinding and removing sealant on South elevation of the original building.

Week 10, March 10-14 - Install mockups of mortar and sealant repairs on original building. Continue grinding mortar and removing sealant.  
Start cutting and resealing new expansion joints on original building.

Week 11, March 17-21 - Cover and protect windows on all elevations of the addition. Apply water repellent to the North Elevation.  
Continue grinding and removing sealant on original building.

Week 12, March 24-28 - Apply water repellent to East elevation of Addition. Start repointing and installing new sealant on original building.

Week 13, March 31-April 4 - Continue repointing and sealant repairs on the original building. Apply water repellent to South elevation of the addition.  
Start punch list items.

Week 14, April 7-11 - Finish pointing and sealant repairs on the original building. Finish punch list items. Demobilize equipment and material.