

**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE**  
County of Champaign, Urbana, Illinois  
**THURSDAY, November 6, 2014, 6:00 pm**

---

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

**Committee Members:**

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

	<b>AGENDA</b>	<b>Page</b>
I.	Call to Order	
II.	Roll Call	
III.	Approval of Agenda/Addenda	
IV.	Approval of Minutes	
	A. Facilities Committee Meeting – October 7, 2014	1
V.	Public Participation	
VI.	Communications	
VII.	Request approval for release of the Invitation to Bid 2014-008 (ITB 2014-008) Installation of Boilers, Air Handlers and Digital Controls at the Brookens Administrative Center	8
VIII.	Facilities Director’s Report	
	A. Update on the Brookens Administrative Center Energy Efficiency Project	
	B. Update on the Brookens IT Generator Project	
	C. Update on the Courthouse Water main issue	
	D. Update on FY2014 Facility Budget	
	E. Update on Illinois Green Business Association Certification Process	
IX.	Other Business	
X.	Chair’s Report	
XI.	Designation of Items to be Placed on the Consent Agenda	
XII.	Adjournment	

Committee Meetings and County Board Meetings are broadcast on Comcast Public Access and at  
<http://www.ustream.tv/channel/champco1776>

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.



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

6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41

**MINUTES – SUBJECT TO REVIEW AND APPROVAL**

---

DATE: Tuesday, October 7, 2014  
TIME: 6:00 p.m.  
PLACE: Lyle Shields Meeting Room  
Brookens Administrative Center  
1776 E. Washington, Urbana, IL 61802

---

**Committee Members**

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

**County Staff:** Kirk Kirkland (Building and Grounds Manager); Deb Busey (County Administrator); Van Anderson (Deputy County Administrator of Finance); Sheriff Dan Walsh (Sheriff's Office); Linda Lane (Administrative Assistant)

**Others Present:** Chris Alix, Jim McGuire, and Patti Petrie (Champaign County Board); Dennis Kimme (Kimme & Associates); Chuck Reifsteck (GHR Engineers and Associates, Inc.) Jim Gleason (GHR Engineers and Associates, Inc.)

---

**MINUTES**

**I. Call to Order**

Committee Chair James called the meeting to order at 6:02 p.m.

**II. Roll Call**

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

**III. Approval of Agenda**

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

**IV. Approval of Minutes**

A. September 2, 2014

**MOTION** by Mr. Maxwell to approve the minutes of the September 2, 2014 meeting; seconded by Mr. Hartke. Upon vote, the **MOTION CARRIED unanimously.**

**V. Public Participation**

None

**VI. Communications**

None

**VII. Sheriff's Office Operations Master Plan**

A. *Progress Update of Sheriff's Operation Master Plan by Gorski Reifsteck Architects and Kimme & Associates*  
Mr. Reifsteck started by saying that several updates had already been given to the committee working with this, but that this is the first presented to the Facilities Committee. He summarized items A through C and explained

42 why item C was divided into two sections. He explained that the pause in services between the A and C items in  
43 the next phase was because if there was enough information about the downtown facility to possibly not  
44 continue to pursue options there, this would be the time to discuss that.

45 Mr. Kimme said a key part is figuring the housing configuration of the jails in the future and to do that they  
46 need to get data on the kinds of inmates that are there. He cited one of the good things from the ILPP report  
47 was the development of a much better objective classification of the inmates. Mr. Kimme said they have done a  
48 scoring on the inmates and have excellent classification data but it is only from the fall of 2013. He summarized  
49 the data regarding population and classifications at both facilities. He remarked the downtown jail is the junior  
50 partner in terms of detention with numbers varying widely and in the early part of the year had been  
51 functioning as an overflow facility. He said the classification system being implemented led to re-designation of  
52 some of the housing pods at the downtown jail for specific classification purposes. Mr. Kimme discussed some  
53 other recommendations from ILPP that were implemented and how the designations affected the downtown  
54 facility.

55 Ms. Schwartz asked how much of the population increase was seasonal. Mr. Kimme replied that for the past  
56 four years it appears to be up in the summer and down near Christmas. Mr. James asked if they peak and need  
57 the beds, does classification still do as it's supposed to. Mr. Kimme answered there is one maximum-medium  
58 unit out of necessity because the numbers don't match existing capability. He said there is also a medium-  
59 minimum unit and there is some crossover.

60 Mr. Maxwell said that 10 years ago the population was over 300, dropped to around 200, and is now up again.  
61 He asked if the numbers were reality or perception and why. Mr. Kimme said the numbers are real but he has  
62 no idea why. Sheriff Walsh commented that nationwide the numbers are going down. He noted that in 2003  
63 the County had a different State's Attorney and presiding judge who did things differently than the current  
64 State's Attorney and presiding judge. He said they have asked local police not to make custodial arrests unless  
65 it's a constant repeat offender or a serious offence. He did point out that the people in the jail are serious  
66 offenders and aren't in for petty offenses.

67 Mr. Kimme stated that when the numbers get low at the downtown jail it becomes very staff inefficient. He said  
68 the numbers constantly go up and down but staff remains consistent. He discussed the female population and  
69 said with only two housing units for them it becomes difficult using classifications. He said classification is easier  
70 with the males because there are more housing units available.

71 Mr. Kimme discussed booking numbers and how it affects staffing and managing and said they did a 20 day  
72 snapshot off of classification data. He stated that the maximum security category was 28% in the snapshot. He  
73 said that classification is for someone with a class X felony that carries a minimum 20 year sentence. Ms. Petrie  
74 asked how much the percentage makeup on the chart has been shifted with the new classification system,  
75 especially in the maximum area. Mr. Kimme replied 5-10% lower but that the average number of prior arrests  
76 per inmate in the snapshot was 11.1.

77 Mr. Kimme indicated that classification largely affects housing. He said Chief Deputy Jones puts it in a good way  
78 when he says they should talk about capabilities rather than capacity. He noted that the capabilities needed  
79 impact the affected capacity. He said there are several classifications where the people shouldn't be put in  
80 dormitories or double occupancy. He said that 96% of the cells here are dormitories or double occupancy, but  
81 by using the classification system some double occupancy cells only have one inmate. Mr. Kimme briefly  
82 explained the number of beds available. He stated when they added a fourth bunk to the sleeping pockets at  
83 the satellite they didn't add showers, visiting areas, programs, or day room space. Mr. Kimme said they  
84 concluded that the shortages in the facility on the program and support side come from the fact that the  
85 facilities are supporting more capacity than they were designed for.

86 Ms. Petrie asked if there was an analysis on the frequently returning people related to the subset of those with  
87 mental health needs. Mr. Kimme replied that the classification system tells if something is wrong with a person,  
88 but that he has never run across data with motivations for returning to jail. Mr. Kimme noted that 9% of  
89 inmates in the snapshot are assigned special housing status. He said they found the same thing as ILPP  
90 regarding the conditions. He said one thing they looked at with the existing housing is if any can be renovated  
91 to properly accommodate the population, and concluded that it cannot. Mr. James said the average number of  
92 prior arrests per inmate is 11.1 and there should be a way to track why someone returns. He felt they had the  
93 information but not in the form Ms. Petrie would like. Mr. Kimme replied that was not in the mission they were  
94 given.

95 Mr. Kimme stated that as architects and engineers they saw more optimism in terms of the ability to correct  
96 problems. He summarized the renovations and additions that could be done downtown, but that there are still  
97 staff inefficiencies. Ms. Petrie said she understood they could gut the entire interior of the downtown jail  
98 because all the support is from the exterior walls, changing how they could configure things, and asked if that  
99 was part of their thought. Mr. Kimme said it is a column and beam structure that could be entirely gutted. Mr.  
100 Reifsteck pointed out that the cell walls on the first floor are supporting the cells on the second floor. Mr.  
101 Kimme stated that if they gutted the whole thing they would spend as much or more than new construction.

102 Mr. Kimme proceeded by stating that law enforcement is one of the more challenging problems. He noted that  
103 due to space shortages the Sheriff's office has experienced, they have evidence storage in seven different  
104 locations and record storage in eight locations. He said he'd asked their law enforcement person for an  
105 estimate of square footage needed and was told 20%. He said there are jail areas they could recapture and re-  
106 designate as law enforcement space, but the work release area wouldn't be reclaimed for jail space. He  
107 commented that if additions are made at the satellite jail space for storage could be incorporated. He indicated  
108 that it is not just a jail issue but also a law enforcement issue. Ms. Petrie asked how many more square feet they  
109 needed for evidence. Mr. Kimme said 20% more than current.

110 Mr. Kimme reported that their security person is of like mind with ILPP in that the entire security system  
111 downtown needs to be replaced. He said that if they keep it as a jail, half of the door frames need to be cut out.  
112 He also said communications are substandard. Mr. James asked if that wouldn't be the case anywhere if they  
113 don't keep up with technology. He said they need a plan and a budget so improvements can be made in steps  
114 and felt that should be stepped up because of the 24 hour use. Mr. James said they will likely have the same  
115 lock issues in 20 years even if they build. He stated that if they build he would like a plan included that looks at  
116 these things every five years. Mr. Kimme said some of the issues are because its 30 years old and they can no  
117 longer get parts.

118 Mr. Kimme stated their jail staffing expert saw the higher counts at the downtown jail when he was there and  
119 those are the numbers he used. He said their staffing person felt that if nothing changed downtown, the pods  
120 were operated the way they have to be, and per classifications, that the facility shouldn't be used any more. He  
121 summarized the staff to inmate ratio at both facilities and how modern pod design affects that ratio. He noted  
122 that the male group and the female group in one pod are managed by a single officer and said for privacy  
123 issues, liability protection, and the interests of the inmates, the female group should be managed by a female  
124 officer. Mr. Kimme provided their staffing recommendation for 1<sup>st</sup> and 2<sup>nd</sup> shifts. He went over the original  
125 design and how the enhanced visibility worked in some areas but not in others. He also said the Master Control  
126 unit doesn't work for the evening shift since an office can get pulled away to deal with bond money, visitation,  
127 etc. He indicated that when staff is low, they count on that person to be their backup.

128 Mr. Kimme stated that he asked their staffing person if there is a possible staff savings with consolidation and in  
129 what areas they would be. He felt that economically a two facility solution is probably less expensive to build  
130 than a single facility solution. Mr. Kimme summarized the numbers if Master Control is consolidated. He also  
131 noted that people are going back and forth between the facilities several times a day. He summarized the  
132 savings that he was given by their staffing person, but noted that these are only ball-park figures at this point.

133 Ms. Petrie asked if they were looking at the positive effects of the possibility of having two facilities. Mr. Kimme  
134 reported that they are trying to quantify and qualify. He summarized the pros and cons of having the downtown  
135 facility. Mr. McGuire commented that if they have two buildings there will be two separate systems to  
136 maintain. He asked if they keep the downtown jail can it be reconfigured enough to maintain the different  
137 classifications. Mr. Kimme said the best way to use downtown would be to keep the double occupancy, but it  
138 would not work for special needs inmates. He felt that whatever they do they will still need separate housing to  
139 address the special needs groups.

140 Mr. Reifsteck reported that water is creating a lot of issues at the downtown jail. He said there is a lot of  
141 deterioration of masonry on the exterior walls, water is getting into the walls, the roof needs to be replaced  
142 now, and water is creating problems with the steel window lintels and they probably need to be replaced. He  
143 said the windows need new glazing to get more natural light inside, the floors that aren't concrete or terrazzo  
144 need to be replaced, doors and frames need work, cabinets are beat up, and there is no handicap accessibility.  
145 Mr. Reifsteck also said that they have reviewed the facility with respect to the existing buildings code and  
146 believe it should have a sprinkler system.

147 Mr. Gleason reported that the mechanicals and electrical at the downtown facility need to be replaced as they  
148 don't meet current codes. He said the security fixtures and plumbing fixtures are obsolete and parts can no

149 longer be found for them and the mechanicals that heat and cool the building don't meet current energy codes.  
150 Mr. Gleason also said the temperature control system leaks, parts can't be found, finding a mechanic that  
151 knows how to work on it is hard, and it should go. He indicated that the generator is under sized and won't  
152 keep law enforcement operations going unhindered during a power outage and said it needs to be replaced. He  
153 said the building is behind the times in regards to codes and efficiencies.

154 Ms. Schwartz exited the meeting at 7:10 pm.

155 Mr. Reifsteck said the satellite jail roof needs to be replaced and the water penetration of the pre-cast panels  
156 needs to be stopped. He also said many of the interior finishes are wearing out and there are water issues with  
157 the showers that need to be repaired. Mr. Gleason said some thought had been given to expansion when it was  
158 built because the sprinkler line has provisions for two more zones. He said it has the same temperature controls  
159 as downtown and noted that there have been issues with refrigeration and compressor failures. He also pointed  
160 out that neither building has a place to isolate people with infectious diseases. Mr. Gleason said it has a modern  
161 fire alarm system, adequately sized generator, and the right kind of distribution. He felt that some thought was  
162 given to those systems for expansion as well.

163 Mr. James asked for a best guess on how long the systems are good for at the satellite jail. He also asked if the  
164 pipes at the downtown facility were galvanized or copper. Mr. Reifsteck didn't have the answer but said he does  
165 have that information in his notes. Mr. James felt they need to let people know there are going to be issues at  
166 the satellite jail and said they don't want to add on to a building if in 20 years there are going to be big issues.  
167 He said he doesn't see the County having a plan to maintain the facilities and wants upper management to  
168 make sure a budget is there for maintenance. Mr. Gleason stated that some systems need more maintenance  
169 than others and no piece of equipment has an infinite life. Mr. James said they have looked at both buildings  
170 and heard the reports about the downtown jail being deplorable. He said the satellite jail walls and flooring look  
171 bad and there's no storage space. He stated these are hard questions and hard issues so they rely on those with  
172 the expertise and only see what's given to them until after the fact. He agreed that GHR and Kimme have  
173 Champaign County's best interests at heart.

174 Mr. Kimme stated that the contract says they would take a break at this point to allow a discussion leading to a  
175 decision stating they wanted to continue with the full study continuing to keep the downtown jail options alive,  
176 or drop the downtown jail from consideration. He said there are two contexts for dropping the downtown jail;  
177 one is dropping the jail, and the other is to not consider it for law enforcement either. Mr. Kimme said they are  
178 asking for direction on how to proceed at this point.

179 *B. Recommendations to County Board Regarding Downtown Correctional Center and Final Phase of Gorski*  
180 *Reifsteck Contract for Sheriff's Office Operations Master Plan*

181 Sheriff Walsh stated that if they decide to abandon the downtown jail entirely, the land would presumably have  
182 some value that could pay off bonds. He said that if they remodel they will need to move prisoners to Kankakee  
183 at a cost of about \$1 million. He also said that his understanding is the building needs to be vacated to do this  
184 work, so staff will have to be moved twice and that there is no space in the County to put them. Mr. James  
185 asked the committee for discussion before a motion was made.

186 Mr. Hartke asked if renovating the old nursing home had been considered for Sheriff's law enforcement space.  
187 Mr. Gleason replied it had not. Mr. Hartke agreed with the Sheriff that it isn't good to move prisoners to  
188 Kankakee. Mr. Hartke said that if they double up on facilities they are setting themselves up for the next 40-50  
189 years having two systems to maintain. He said he is leaning at looking at the most efficient way to make the  
190 satellite jail dynamic enough to deal with the classification needs, programming space, etc. and find entirely  
191 new uses for the downtown jail keeping the Sheriff's team there as long as they can. He suggested in the long  
192 run, rather than building an all new Sheriff's office, he would like to see them explore the idea of getting them  
193 in the old nursing home. He also felt they could rent or build a relatively cheap secure building for storage.

194 Mr. Rosales feels they don't have much information and said he was expecting more of a quote or financial  
195 comparison. He thought there would be some temporary housing issues if they put a new pod on the satellite.  
196 Mr. Kimme explained it would probably be a phased project and gave an overview of how it might be done. He  
197 said they knew they wouldn't have costs now and that is part of the next stage. He indicated that there had  
198 been some interest in reducing the amount of work done in the next stage if they decided the downtown jail  
199 wasn't worth saving. Mr. Rosales said he is hearing they should scrap the downtown jail and add onto the  
200 satellite jail, which he felt is the same path they were on 2-½ years ago. He also felt the engineers, this  
201 committee, and the facility director have indicated they should build sooner rather than later. He felt he didn't  
202 have enough information to make an informed decision.

203 Mr. Anderson explained that the contract was set up to get the detailed analysis they asked for, but if the data  
204 said abandon the downtown jail they wouldn't pay for the full, detailed analysis. He said if they want a detailed  
205 analysis including both facilities they can do that, but it will cost more. He stated it was set up this way in case,  
206 when they got to this point, if there was so much information that said they shouldn't be looking at the  
207 downtown jail they could quit looking at it and go with the option of looking at the satellite jail expansion for  
208 the jail operations and also looking at the Sheriff's operation. He said this contract will get the detailed  
209 information, but it's a question of do they want to continue looking at both facilities or do they want to take the  
210 information provided to date and make an interim decision saying it's no longer feasible to look at the  
211 downtown facility.

212 Mr. James said that when he hears the issues and costs in the downtown jail he feels if they are going to invest  
213 money in a good study he is in favor of looking at the satellite jail. He said ILEAS is a good partner and the old  
214 nursing home should be leased to them as long as they want to lease it. Mr. James said to get the best response  
215 for the money they shouldn't be looking at both buildings. He said the downtown jail isn't a simple fix and will  
216 cost a lot of money. He thinks they will get better details if they concentrate on the Satellite jail and moving the  
217 Sheriff's office there. Mr. James said he was in favor of keeping the downtown jail until he heard all the issues.  
218 He said they should give them the direction and let them give us the answers, but said it doesn't mean it will get  
219 done.

220 Mr. Hartke clarified he didn't mean to keep the Sheriff downtown permanently. He said he didn't want to kick  
221 ILEAS out of the old nursing home and said he was under the impression they had some space they could  
222 possibly renovate and expand into. Mr. Anderson pointed out that ILEAS leases the entire facility.

223 Mr. Kibler thought everyone would lean toward the Satellite jail but agrees with Mr. Rosales that he doesn't  
224 have enough information to make his recommendation. He said he is pleased there may be options for the  
225 downtown jail. He said there is some consideration with what the state will do, but thought they will see more  
226 mental health cases get into to the jail and fears they will become the mental health institution of Champaign  
227 County more than they are today. Mr. Kibler felt the downtown jail is a good option for creating those unique  
228 environments needed with the classification system. He doesn't think he could support not having the  
229 downtown facility as part of the study. He feels the downtown option is worth a lot of stock and shouldn't be  
230 thrown out of the study. Sheriff Walsh said that a possible remodel would not be for special needs inmates,  
231 only for minimum class. Mr. Kimme confirmed that housing at both facilities doesn't work for special needs  
232 inmates. Mr. Kibler asked what the overall bed capacity looks like if the recommendations are put into play. Mr.  
233 Kimme said he hasn't gotten to that point yet.

234 Mr. Maxwell stated he is inclined to go with one facility because it is more efficient. He said he doesn't want to  
235 keep a building if they don't need it. He felt they have two problems, both dealing with money. He said the  
236 problem for the next three years is they don't have money for a new roof. He said the problem after that is how  
237 they are going to fund a major reconstruction or addition program. Mr. Maxwell said the immediate problem is  
238 how they are going to stop enough of the leaks downtown and at the satellite until they actually get to a  
239 construction program. He felt the most efficient way is to consolidate everything at the satellite jail.

240 Mr. Rosales felt there are three problems: renovating the downtown is one price; building and additional pod is  
241 a second price; and bringing the satellite up to modern times that will last another 20-30 years is another price.  
242 He also wanted to know what it would cost to combine the new pod with the additional costs estimated to  
243 repair the current issues at the satellite. He felt in looking at the size of the community and building a structure  
244 that will provide safety for officers and inmates is going to be a lot more than just attaching a building to it. He  
245 also wasn't sure attaching a new building to an old building would be feasible. He didn't feel abandoning the  
246 downtown and going with something new was an option at this time due to costs.

247 Mr. James remarked that they at the point in the contract where they need to give direction. He explained that  
248 more study at the downtown jail is not part of the original scope and will cost more money. He stated they have  
249 seen the limited options and know the conditions, and there is still the inefficiency of staff, transportation and  
250 the fluctuation of putting the classifications in. Mr. James said they know the downtown jail isn't going to work  
251 for what they need it to. He commented that they have been studying the downtown jail for 10 years and said  
252 it's time to make some hard choices. He said he favored keeping the downtown jail but after seeing the facts  
253 some direction needs to be given. **MOTION** by Mr. James to proceed to give direction to add on to the satellite  
254 jail for the Sheriff's operation and any needed bedding deemed necessary for the next 20 years of need, and to  
255 look at repairs that are needed at the satellite jail; seconded by Mr. Hartke.

256 Mr. Kibler wanted to know the cost of doing nothing for the next five years. He asked how much life the  
257 downtown jail has if they do nothing, and what would be the cost to maintain it for the next 3-5 years. Mr.  
258 Gleason replied that the mechanicals and electrical will cost more and more each year to fix as they wear out,  
259 but couldn't speak to the Sheriff's operations or the jail operations.

260 Ms. Busey clarified that the decision they are being asked to make is to spend an additional \$17,000 on the  
261 Gorski Reifsteck contract for them to include the downtown jail in continuing consideration. She said that it  
262 doesn't mean they are going to use the downtown jail. Ms. Busey said if it's not included they are limiting future  
263 decisions to just the satellite. She noted the committee can forward this to the full board and she thinks they  
264 will have a similar full discussion there. Mr. Kibler wanted to know if they pass a recommendation would it go  
265 before the full board for a vote before they act on it. Ms. Busey replied yes. Mr. James noted it goes with a  
266 recommendation rather than just a pass through. Mr. Rosales clarified that the recommendation was dropping  
267 #2 and #3. Mr. James said he was saying focus on the expansion and moving everything because they are  
268 piecemealing it and are back at square one. He said he doesn't want to spend \$17,000 more taxpayer's dollars  
269 to have them come back and say the same thing. He noted the Sheriff and his staff keep saying it is inefficient,  
270 there are too many issues, they heard the report, and it would be limited to keep the downtown jail for  
271 anything they would envision. He stated that it doesn't mean it's going to be done because they still need to get  
272 the money. Mr. Rosales wanted clarification that the motion was to drop all three recommendations. Mr.  
273 Hartke said the motion is #3.

274 Ms. Busey said that option #3 eliminates continuing consideration of the downtown facility, either for a jail  
275 facility or for the Sheriff's office operations. She said option #2 potentially leaves the Sheriff's operations at the  
276 downtown facility, but excludes consideration of using it for a jail. She stated that #1 includes continuing  
277 consideration of the downtown facility for everything. Ms. Busey confirmed the motion on the floor is #3.

278 Ms. Petrie felt it made more sense to spend \$17,000 to give them information that will better tell what the  
279 economic indicators are to make the decision one way or the other. She said having more information gives  
280 leverage to know what other options there might be for the building and what it might cost to repair the  
281 building. She stated the Sheriff keeps pushing to demolish the building and she doesn't want to see that. She  
282 said that if she heard right, both buildings need new roofs, renovations, etc. Ms. Petrie said a decision needs to  
283 be made if they find it a better use of tax payer dollars and more efficient for the criminal justice system to  
284 focus on the satellite. She said in addition they should turn their attention to this building they own that is  
285 conveniently located across from courthouse and how it can be repurposed into the justice system.

286 Mr. James disagreed that the Sheriff has been pushing to have the building torn down, and said he's also talked  
287 about re-use. He said they have spent money on studies and have yet to raise a hammer. He stated the first  
288 study said it is a law suit waiting to happen and wanted to know how much more they need to know to know  
289 that it's going to cost quite a bit to renovate and use. He felt that to keep spending money knowing they need  
290 to do something is redundant.

291 Mr. Reifsteck clarified that they are not asking for an additional fee, but rather they have agreed to renegotiate  
292 the fee should one of the facilities be dropped from their consideration. He said the \$17,000 is really a savings  
293 from the contract they've already negotiated. Upon vote, **the motion passed by a margin of 3 to 2.**

294 **VIII. Facilities Director's Report**

295 A. *Update on the Brookens Administrative Center Energy Efficiency Project (project schedule attached)*  
296 Mr. Kirkland referred to the project timeline and said they are currently running communication wires and  
297 mounting control cabinets. He noted it is slow progress but is moving forward.

298 B. *Update on the Brookens IT Generator Project*  
299 Mr. Kirkland reported that they don't have a delivery date for the generator yet. The electricians are on site and  
300 have started running conduit. He said once they have a delivery time for the generator they will generate a  
301 timeline and hand it out.

302 C. *Update on the Brookens Parking Lot*  
303 Mr. Kirkland stated that they did work on the Brookens parking lot this summer. He said they had a date to do a  
304 top coat sealant and paint, but the work but clashed with tax collection. He said the company doing the sealing  
305 only had a day at the end of October available. He said the remainder of the project has been deferred to  
306 spring because of weather problems that might arise and they wanted to make sure there wouldn't be any  
307 problems with the sealing, especially on the last coat. Mr. James noted that some of the areas filled in have

308                    come up and are also sinking in. He wanted to know if that is going to be re-looked at. Mr. Kirkland said it will  
309                    be touched up before the topcoat.

310           **IX. Other Business**

311           None

312           **X. Chair's Report**

313           *A. Future Meeting:*

314                    **Thursday, November 6, 2014 – Jennifer K. Putman Meeting Room, 6:00 pm**

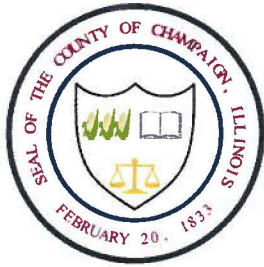
315           **XI. Designation of Items to be Placed on the Consent Agenda**

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

317           **XII. Adjournment**

318           There being no further business, Mr. James adjourned the meeting at 8:07 p.m.





## **CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES**

1776 East Washington Street, Urbana, Illinois 61802-4581

**ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE  
MANAGEMENT SERVICES**

**Debra Busey, County Administrator**

**To:** Chair Stan James and the Members of the County Facilities Committee

**From:** Van A. Anderson, Deputy County Administrator of Finance

**Subject:** ITB 2014-008 Installation of Boilers, Air Handling Units, and Digital Controls at the Brookens Administrative Center

**Date:** October 29, 2014

**cc:** Debra Busey, County Administrator  
Dana Brenner, Facilities Director

At this time, the County Facilities Committee is being asked to approve the release of the Invitation to Bid 2014-008 (ITB 2014-008): Installation of Boilers, Air Handling Units, and Digital Controls at the Brookens Administrative Center. Funds in the amount of \$397,400 were allocated to the fiscal year 2015 Capital Asset Replacement Fund for this project. The allocation was as follows:

- Two 1970's Brookens Boilers – estimated at \$101,300 each for a total of \$202,600
- Two 1987 Brookens Roof Top Units – estimated at \$54,100 each for a total of \$108,200
- Two 1970's Brookens Air Handling Units – estimated at \$43,300 each for a total of \$86,600

The timing of the release of the invitation to bid will allow us to receive bids by the end of the year, review the bids, select the responsible low bidder, and submit that information to the County Facilities Committee in January for their review and approval. If approved, the project work will be scheduled for period April 1 to May 8, 2015 (between the peak heating season and the peak cooling season).

As was done with the chiller replacement and energy efficiency projects at the Brookens Administrative Center, Illinois Department of Commerce and Economic Development (DCEO) incentive funds for the 2014-2015 program year will be sought. The total cost of the project will need to be known prior to an award being granted. That information will be known when the County Facilities Committee and County Board approve the responsible low bidder for the project.

Attached please find the executive summary that has been provided for the project.



# **CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES**

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE  
MANAGEMENT SERVICES*

**Debra Busey, County Administrator**

## **ITB 2014-008: Installation of Boilers, Air Handling Units, and Digital Controls at the Brookens Administrative Center**

### **Executive Summary**

This project will replace mechanical systems at the Brookens Administrative Center (Brookens) that are beyond their normal service life and are at risk of failure. Replacements of higher efficiency utilizing energy efficiency measures shall be installed. Partial funding through the Department of Commerce and Economic Opportunity (DCEO) incentive funds for the 2014-2015 program year will be sought. The scope of this work will include boilers, air handlers, pumps, and direct digital controls (DDCs).

In more detail, the existing boiler, hot water pump, and chilled water pumps in POD 200 shall be replaced. Associated expansion tank, hot water piping, air separator, electrical service, DDCs, and insulation work is included in the project. Multi-zone unit 3 (MZU-3) and MZU-4, two roof mounted multi-zone air handling units, shall be removed from the roof of POD 200 and replaced with new units with variable frequency drives. Roofing, hoisting, electrical service, DDC controls, pipe modifications, and proper disposal are required. Brookens' exterior lighting will have DDC control added to control and monitor operation.

The existing boiler and hot water pump and chilled water pumps in POD 300 basement shall be removed and replaced. Associated expansion tank, hot water piping, air separator, electrical service, DDC controls, and insulation work is included. Air handling units MZU-1 and MZU-2 located in the basement mechanical room shall be removed and replaced with new units with variable frequency drives. Roofing, hoisting, electrical service, pipe modifications, and proper disposal are required in the base bid.

General mechanical scope chilled water system for freeze protection, test and balance work, new heat trace installation for the rooftop units (RTUs), new smoke detectors on new air handling units shall be provided.

DDC controls upgrades for the ten (10) existing RTU's in POD-100 will be provided. The existing units shall remain. DDC controls shall be provided and installed for the air handling unit 1A (AHU-1A) in POD-200, the computer room air conditioner in POD-300, and the supply and exhaust fans in POD-100 and POD-400. All pneumatic controls shall be removed from service as part of this project.