



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

Tuesday, June 3, 2025, at 6:30p.m.

Shields-Carter Meeting Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana, IL 61802

**Committee Members:**

Jenny Lokshin – Chair  
Jeff Wilson – Vice Chair  
Ben Crane  
Stephanie Fortado

Carolyn Greer  
Elly Hanauer-Friedman  
Bethany Vanichtheeranont  
Daniel Wiggs

**Agenda**

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| I. Call to Order and Roll Call   |       |
| II. Approval of Agenda/Addenda   |       |
| III. Approval of Minutes – May 6, 2025   | 1 - 3 |
| IV. Public Input   |       |
| V. Communications  |       |
| VI. New Business   |       |
| A. Update on ITB# 2025-006 Champaign Co Pope Jail – Roof Replacement – Eric Hoene            | 4 - 6 |
| • Bid Opening June 12, 2025 @ 2:00 p.m. – Send to County Board Meeting                       |       |
| B. Update on ITB# 2023-005 County Plaza Elevator Renovation Project – Eric Hoene             |       |
| • Final Punchlist and flooring replacement   |       |
| C. Brookens Administration Building - Update & Potential Additional Staffing – Informational |       |
| D. ILEAS – Old Nursing Home Building Tear Down – Eric Hoene                                  |       |
| • Bid Documents being put together with Bailey Edwards                                       |       |
| E. Facilities Department – Going to new CMMS – Eric Hoene                                    |       |
| • MaintainX Software – Starts June 2025  |       |
| F. Energy Supply Discussion – Tradition Energy – Eric Hoene                                  |       |

*All meetings are at the Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.*

- G. Door Access Discussion – All County Building – Eric Hoene
  - Requesting quotes/estimates – Item #13 on ARPA spending

7

VII. Other Business

VIII. Presiding Officer's Report

A. Future Meeting – **August 5, 2025 @ 6:30 pm**

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

X. Adjournment



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

**MINUTES – Subject to Approval**

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**DATE:** Tuesday, May 6, 2025  
**TIME:** 6:30 p.m.  
**PLACE:** Shields-Carter Meeting Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana IL 61802

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**Committee Members**

**Present:** Ben Crane, Stephanie Fortado, Carolyn Greer, Elly Hanauer-Friedman, Jenny Lokshin, Bethany Vanichtheeranont, Daniel Wiggs and Jeff Wilson

**Absent:** No One

**County Staff:** Eric Hoene (Facilities Director) and Mary Ward (Recording Clerk)

**Others Present:** Steve Summers (County Executive)

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**Agenda**

I. Call to Order and Roll Call

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

II. Approval of Agenda/Addenda

**MOTION** by Ms. Greer to approve the agenda; seconded by Ms. Hanauer-Friedman. Upon voice vote, the **MOTION CARRIED** unanimously.

III. Approval of Minutes – April 8, 2025

**MOTION** by Mr. Crane to approve the April 8, 2025 minutes; seconded by Ms. Vanichtheeranont. Upon voice vote, the **MOTION CARRIED** unanimously.

IV. Public Input

There was no public input.

V. Communications

Mr. Wilson shared the May 7 is the 80<sup>th</sup> anniversary of Victory in Europe Day.

49 VI. New Business

50  
51 A. Update and Approval on ITB# 2025-004 Juvenile Detention Center – Lockable Doors – Eric  
52 Hoene

53  
54 Mr. Hoene said that three companies came for a walk through of the facility and we received  
55 two bids. Bids were received from Stronghold Industries and from Valley Security. He  
56 recommended to approve the bid from Valley Security for \$116,950.00.

57  
58 Mr. Wiggs joined the meeting at 6:32 p.m.

59  
60 **MOTION** by Mr. Wilson to accept the bid from Valley Security for \$116,950.00 for the  
61 Lockable Screen Doors at JDC; seconded by Mr. Crane. Upon voice vote, the **MOTION**  
62 **CARRIED** unanimously.

63  
64 B. Juvenile Detention Center – HVAC Unit Replacement – Eric Hoene

65  
66 Mr. Hoene led the discussion on the HVAC Unit at JDC. The original thought was to replace  
67 the unit as it is 22 years old. However, the quotes received were double what had been  
68 anticipated. Vendors were anticipating tariff costs. After discussion with Chris Smith,  
69 Building and Grounds Manager, it was decided to do a part replacement instead of replacing  
70 the whole unit. The cost will be around \$5,000 for parts and labor. Mr. Wiggs asked what  
71 repair is needed. Mr. Hoene said it is the compressor. Ms. Greer asked how long the unit will  
72 last after the repair. Mr. Hoene said it will hopefully buy us a few years.

73  
74 C. Update on ITB# 2022-009 Satellite Jail Consolidation Project – Eric Hoene

75  
76 Mr. Hoene gave the update on the Satellite Jail Consolidation Project is winding down and  
77 coming to a close. There will be a change order coming through for the foundation work.  
78 There were a few small issues that came up in the past week. As many inmates as possible  
79 have been moved back. They are at the max right now based on staffing. There were a  
80 couple of small issues we just learned about today that are being taken care of.

81  
82 Mr. Crane said that he had visited the jail and the sally port, intake and booking areas look  
83 fantastic. Mr. Wiggs asked what the issues were that came up. Mr. Hoene said there were  
84 some IT issues that were being taken care of along with some lock issues facilities staff were  
85 addressing. There was nothing major.

86  
87 D. Update on ITB# 2023-005 County Plaza Elevator Renovation Project – Eric Hoene

88  
89 All three elevators have been turned over to us. All the paperwork has been filed with the  
90 State Fire Marshal. There will be a walk thru for a punch list in a week or two. Flooring needs  
91 to go in, but the project is coming to a close. We are working through a signage issue before  
92 the elevators can be open to the public.

E. Update on ITB#2022-008 County Plaza Renovation Project – Eric Hoene

The 4<sup>th</sup> and 5<sup>th</sup> floors are completely full. The County Executive (Administrative Services/Facilities/IT) are on the 5<sup>th</sup> floor. The Sheriff is on the 4<sup>th</sup> floor and the Lower Level and is completely moved in. GIS has moved into their offices on the 3<sup>rd</sup> floor and VAC on the 2<sup>nd</sup> floor. We are about 50% full. Moving is going well; the process is getting smoother and smoother.

Ms. Lokshin encouraged the committee to sign up for one of the tours of the Bennett Building.

VII. Other Business

Ms. Lokshin had no other business. Mr. Crane asked about the old Sheriff's office downtown and if it was officially closed. Mr. Hoene said the first few days there was one staff member left to direct people to the new offices. He's not sure if they are still there. We are using the lower level for some storage. We hope to demo that building in a year or two.

Mr. Wilson asked about thoughts on the METCAD building. Mr. Hoene said we have had preliminary discussions with them on the sale of the building. They are interested in it. Mr. Wilson asked who would buy the building since that is an inter-governmental agency. Mr. Summers said METCAD is under control of the City of Champaign, so they would be the buyer.

VIII. Presiding Officer's Report

There was no presiding officers report.

A. Future Meeting – **June 3, 2025 @ 6:30 pm**

Ms. Lokshin announced that the next meeting would be on June 3, 2025 at 6:30 p.m. at Brookens.

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

Item VI. A. will be placed on the Consent Agenda.

X. Adjournment

Chair Lokshin adjourned the meeting at 6:44 p.m.

**SECTION 00 1113  
ADVERTISEMENT FOR BIDS**

**FROM:**

**1.01 THE OWNER (HEREINAFTER REFERRED TO AS OWNER ):**

- A. Champaign County Board
- B. Address:  
1776 E. Washington  
Urbana, IL, 61802

**1.02 AND THE ARCHITECT (HEREINAFTER REFERRED TO AS ARCHITECT ):**

- A. Reifsteck Reid dba Reifsteck Wakefield Fanning & Company  
909 Arrow Road  
Champaign, IL 61821

**1.03 DATE: 05-22-25**

**1.04 TO: POTENTIAL BIDDERS**

- A. Your firm is invited to submit an offer under seal to Owner for the roof replacement of a building located at below address before 2:00 pm local standard time on the 12th day of June, 2025  
502 S. Lierman Ave  
Urbana, Illinois 61802
- B. Bids received after the stated time will not be accepted, and will be returned unopened.
- C. Bids to be received at the Champaign County Facilities located within Brookens Administration Center located at 1776 E. Washington St., Urbana, IL 61802 to the attention of Eric Hoene.
- D. Bids will be opened and read aloud at the Shields Meeting Room within the Brookens Administration Center following the close for bidding.
- E. Schedule: Work to be performed by November 3rd, 2025
- F. Project: Champaign Co Jail Roof Replacement
- G. Architect's Project Number: 202511.
- H. There will be a Prebid Meeting at County Jail (Project site) at 11:00 am. Interested contractors should attend this Voluntary Prebid Meeting. A tour of the site will follow the meeting.
- I. Submit your offer on the Bid Form provided.
- J. Project Description: Removal of approx. 43,000 s.f. ballasted EPDM roofing and installation of a TPO membrane over existing insulation including associated mechanical and electrical work. Work will also include some repairs to pre-cast wall attachments at roof level.
- K. Bid Documents for a Stipulated Sum contract may be obtained from the office of the Design Professional upon receipt of a refundable deposit, by certified check or CIB card in the amount of \$100 for one set. Contractors may be mailed sets for a separate non-refundable \$50 fee. No partial sets will be distributed. Deposit checks will be returned to Bidders who return the contractor documents to the Architect in good condition, within ten (10) days after the opening of the bids. Electronic copies may be obtained free of charge through Reifsteck Reid dba Reifsteck Wakefield Fanning & Company Sharefile website, located at: ..  
<https://rr-arch.sharefile.com/i/ibdba04bcb9444eeb>
- L. Bidders will be required to provide Bid security in the form of a Bid Bond of a sum no less than 10 percent of the Bid Amount.
- M. Refer to other bidding requirements described in Document 00 2113 - Instructions to Bidders and Document 00 3100 - Available Project Information.
- N. The successful bidder will be required to furnish a satisfactory Performance Bond and labor and material Payment Bond for the full amount of the bid accepted.

- O. Your offer will be required to be submitted under a condition of irrevocability for a period of 45 days after submission.
- P. The Owner reserves the right to accept or reject any or all offers.
- Q. Project Contact: Dan Wakefield 217-351-4100 Ext 115. [dwakefield@rwf-arch.com](mailto:dwakefield@rwf-arch.com)

**1.05 PREVAILING WAGES:**

- A. Contractors will be required to comply with all laws, including those relating to prevailing rate of wages of the various classes of work to be performed under the proposed contract as determined by the Illinois Department of Labor, in accordance with Federal Labor Standards provisions, US Department of Labor.

**END OF SECTION**

**REQUEST FOR PROPOSALS:**  
**Number 2025-006**  
**Champaign Co Pope Jail – Roof Replacement (ITB #2025-006)**  
**for the County of Champaign -**  
**Pope Jail**

Proposals are now being accepted for removal of approximately 43,000 s.f. ballasted EPDM roofing and installation of a TPO membrane over existing insulation including associated mechanical and electrical work. Work will also include some repairs to pre-cast wall attachments at roof level.

Proposal packages may be obtained from the project contact.

Project Contact: Dan Wakefield 217-351-4100 Ext 115. [dwakefield@rwf-arch.com](mailto:dwakefield@rwf-arch.com)

Sealed proposals shall be submitted to:

Champaign County Facilities  
Attn.: Eric Hoene  
1776 East Washington St.  
Champaign, IL 61820

The envelope containing your bid is to be sealed and marked in the lower left-hand corner:  
**“Sealed Bid: Champaign Co Pope Jail – Roof Replacement (ITB #2025-006)”**.

Sealed proposals shall be submitted no later than 1:59 p.m. on Thursday, June 12, 2025. Proposals will be publicly opened at 2:00 p.m. on June 12<sup>th</sup> in Shields Meeting Room at the Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois.

Champaign County reserves the right to reject any or all proposals, waive any or all irregularities, and select the proposal which is in the best interest of Champaign County, Illinois.

## Facilities Committee

### Initial Scope of Work and Project Details

Priority	Building	Building Project	Estimated Budgetary Cost
1	Pope Jail	Replace ballasted roof with white EPDM rubber roof	\$ 1,400,000
2	Pope Jail	Foundation joint repair, includes drainage tile	\$ 300,000
3	Pope Jail	Consolidation project reserve & small Projects	\$ 120,000
4	Bennett	Project Reserve - glass/Low Voltage/Moving repairs/Parking	\$ 200,000
5	Courthouse	Boiler Feed Project	\$ 100,000
6	Courthouse	Design Plans for Courthouse Expansion	\$ 180,000
7	MetCad	Replace 2 Liebert Units	\$ 200,000
8	ILEAS	Replace existing 175kw generator	\$ 200,000
9	JDC	Foundation joint repair, include drainage tile	\$ 300,000
10	JDC	Install Parking curb and resurface parking lot and drive	\$ 350,000
11	JDC	Replace window sealant and paint exterior windows	\$ 120,000
12	Courthouse	Update and replace all Building Automation Controls	\$ 850,000
13	ALL	County Facilities Keys/Locks/Door Access Repair and Standardization	\$ 200,000
14	MetCad	Replace ballasted roof with white EPDM rubber roof	\$ 350,000
15	Pope Jail	Replace parking lot and drive	\$ 350,000
16	ALL	Garage Replace Metal Skins on 5 garages	\$ 320,000
17	Coroner	Facility improvements, equipment	\$ 150,000
18	ILEAS	Tear down abandoned Nursing Home Buildings - RESERVE PROJECT	\$ 1,200,000
<b>Total ALL Projects</b>			<b>\$ 6,890,000</b>