

BUILDINGS AND FACILITIES MANAGEMENT COMMITTEE

Monday, April 24, 2017

PRESENT: M. Madison, C. Jones, T. McRae, M. Wesley, B. Malone
ABSENT: J. Dodd, M. Walters, A. Asadorian, R. Pollard
OTHERS: R. Schmidt, D. Grey, K. Geschwend, B. Rizzi, S. Adler, A. Schoeberle

Mr. Jones moved, seconded by Mr. McRae, to approve the February meeting minutes. **MOTION CARRIED.**

PROJECT STATUS:

Administration Building:

The ice machine in the café has been replaced.

Administration Building:

The admin hall, elevator and café entrance carpet has been replaced.

Administration Building:

R. Schmidt talked about upgrading the interior signage in the building. He said the current signage does not satisfy ADA regulations. He did get a quote from ASI of \$30,395.00 for the courthouse and \$46,864.00 for the admin building.

Administration Building:

R. Schmidt talked with the committee regarding a company coming in once a month to sweep the parking lots. He got a quote from Katsam LLC, the cost is \$84.00 per month.

Mr. Jones moved, seconded by Mr. McRae, to approve the sweep to the parking lots as needed. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Jones, McRae, Malone, Wesley and Madison. NAYS: None.

R. Schmidt also talked briefly on the replacing the curbs in the lot, dock repairs at the sally port and at the loading dock, the sidewalks are in need of repair as well.

Administration Building:

An air test was conducted on March 27th to the I.T. Data upgrade and it passed. The project is complete.

Administration Building:

The bids were received for the key and lock project. A to Z lock out of Maryville, IL. A resolution will be presented.

Administration Building:

There was an emergency repair to one of the chillers. It is up and running now. Trane out of St. Louis performed the work.

Courthouse:

R. Schmidt met with Mr. Buckheit and other consultants and everyone agreed that the system that was designed by William Tao is not the best option to go with. R. Schmidt came up with a new way that is cheaper in costs as well. He would use existing chilled water systems with additional piping and new fan coil units in place of the existing radiators. Humidity control would be added at the main entrance from the courtyard and placed under the stairwell with registers under the existing lockers to preserve the value of the courthouse. We are still under contract with William Tao, but we can end the contract at any time.

Mr. McRae moved, seconded by Mr. Jones, to go out for bid on a new HVAC system for the courthouse. **MOTION CARRIED.**

Criminal Justice Center:

Three quotes have been received for boiler #1 replacement. Modern Wholesale was the low bidder.

Jail:

R. Schmidt has met with the Sheriff and he has a better understanding of what their needs are for the jail. He mentioned that some of the needs that the Sheriff is wanting were not included in the original plans. The one need is a new sally port. The committee held discussion regarding the current plans of the jail and what we can do to help maintain the jail today until plans can be agreed on and the project can start. R. Schmidt will be meeting with the engineers involved in this project and will be reporting back.

Wood River Facility:

The project at Employment and Training is completed.

Wood River Facility:

The Child Advocacy Center renovation is about 25% complete.

Administration Building:

The last 4 TV's have been installed in the court security center. The project is now complete.

Wood River Facility:

The TV's have been installed in the 911 department. The project is now complete.

REQUEST FOR USE OF COUNTY PROPERTY:

The cafeteria in the Administration Building was concerned if the county was going to start charging them rent. The committee agreed they will not charge them rent.

The Land of Goshen Community Market is requesting use of various locations around the courthouse lawn for the 2017 season.

SIUE requests permission to place their sign outside the courthouse for a pottery sale April 23-30.

DCFS training unit is requesting the use of the county board room on 7/21/17 and 1/19/18 8:30-3:30 for training.

Mr. Malone moved, seconded by Mr. McRae, to approve the requests for use of county property.
MOTION CARRIED.

INVOICES:

Capital Project:	Admin Building, Courthouse and Annex remodel-	\$2,024.86
	Child Advocacy-	\$2,949.05
Capital Outlay:	Dell-	\$1,222.55

Mr. McRae moved, seconded by Mr. Jones, to approve the invoices as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: McRae, Jones, Malone, Wesley and Madison. NAYS: None.

RESOLUTIONS:

1. Resolution Authorizing an Intergovernmental Agreement between Madison County and the City of Madison Pertaining to the Sale of Excess Property.

The committee held discussion regarding the sale of the Madison Probation Building to the City of Madison.

Mr. McRae moved, seconded by Mr. Wesley, to approve the resolution as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: McRae, Jones, Malone, Wesley and Madison. NAYS: None.

2. Resolution to Award Contract for the Replacement Lock Project for the Madison County Facilities Management Department.

The committee held discussion regarding the lock replacement.

Mr. Wesley moved, seconded by Mr. Jones, to approve the resolution as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: McRae, Jones, Malone, Wesley and Madison. NAYS: None.

PURCHASE REQUESTS:

1. The request to purchase a replacement boiler at the CJC.
2. The request to purchase doors for the Child Advocacy Center.
3. The request to purchase carpet for the Child Advocacy Center.

Mr. Jones moved, seconded by Mr. Wesley, to approve the purchase request as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: McRae, Jones, Malone, Wesley and Madison. NAYS: None.

NEW BUSINESS: R. Schmidt talked about the following projects:

Wood River Facility:

EMA garage has extension cords hanging from the ceiling, which is causing a safety concern. R. Schmidt estimated it to cost around \$7500.00 to install a cord reel. This project will need to go out for bid. Further discussion needs to happen on who will pay for this.

Administration Building:

The ADA ramp and parking lot repairs need to be looked at. R. Schmidt is in the process of looking into what needs to be replaced and the biggest concerns.

Administration Building:

There was an emergency repair to the chiller. It is now working.

Administration Building:

R. Schmidt reported to the committee the grout on the tile floor has never been cleaned or sealed. Because of not being sealed, water has gotten underneath in certain places and it can start popping up the tile. R. Schmidt had a company come in and do a test on the cleaning of the floor. He did get a bid and it would be \$5650.00. That price is just the cleaning, not sealing.

Administration Building:

R. Schmidt reported there is some damage to the tile on the ground floor. The tile has broken in various places. R. Schmidt said he would like to replace that with a VCT floor, it is a vinyl type flooring. It would cost about \$5365.00.

Courthouse:

R. Schmidt reported that the electrical upgrade for the obsolete federal pacific switch gear is something that will need to be done. He said this is a difficult project. Power will have to be turned off to do this project. If this would go out, we would not be able to get parts. The cost is about \$120,000.00. R. Schmidt shared ideas on how to do this project. R. Schmidt will get pricing on this project.

Various other projects:

The Village of South Roxana is requesting any surplus furniture the county has they are interested in it. R. Schmidt will talk to the Auditor's office on what the procedure is.

R. Schmidt reported he would like to find a new log report procedure for the jail maintenance.

R. Schmidt reported that he would like to look into a new software program on logging work orders for the department. Hopefully next meeting he will have a price on this.

R. Schmidt reported that an abatement study needs to be done regarding ACM in the buildings. He would like to have an action plan for mitigation. He would like to start at the Wood River Facility first. He would like to put one person in charge of this project and get the total remediation done.

R. Schmidt gave a presentation on his ideas on hiring more staff for the Facilities Department. He would like to hire 4 additional people to the department. This will help with preventative maintenance throughout the building.

Freeman School has a grant that needs to be spent by June 14th, they are wanting to put HVAC in the classrooms. The grant is \$40,000.00. R. Schmidt received 3 bids on the project, \$36,000.00 is the cost on the project. The grant will cover as long as it is done by June 14th.

R. Schmidt reported that he has heard concerns on security in the administration building. T. McRae would like to know what the best practice is on security in Illinois government buildings.

Next meeting will be on Monday, May 22, 2017 at 5:00 PM, R. Schmidt cannot make it to this meeting. K. Geschwend will conduct the meeting.

Mr. Jones moved, seconded by Mr. Malone, to adjourn the meeting. **MOTION CARRIED.**

/vlj