



Madison County Government  
**Facilities Management**

*Rob Schmidt* • Director of Facilities  
Madison County Administration Building  
157 N. Main St. Suite 57 • Edwardsville, IL 62025-1966  
Phone (618) 296-4494 • Fax (618) 296-7050  
email [rpschmidt@co.madison.il.us](mailto:rpschmidt@co.madison.il.us)

*Kurt Prenzler, CPA*  
County Board Chairman

**MEMO**

**To:** *Members of the Buildings & Facilities Management Committee*

**From:** *Rob Schmidt, Director of Facilities*

**Date:** *Thursday, December 7, 2017*

**Re:** *Discussion Topics for the Tuesday, December 12, 2017 meeting at 4:00 pm  
At the Administration Building, Room 145*

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1. Approval of the Tuesday, November 3, 2017 Committee Meeting Minutes.
  2. Public comment
  3. Project Status  
  
Jail Remodel Project–  
Jail – Underground Storage Tank (UST) Jail  
Administration Building – HR Dept Remodel  
Wood River-Boiler Tubes  
Wood River Facility – Child Advocacy Center-  
Wood River Facility – ACM Building Survey -  
CJC rooftop replacement -  
CJC Boiler replacement-  
Detention Home Building Survey-
  4. Request for Use of County Property  
  
Veteran’s Assistance requests the use of room 145 for their quarterly meeting dates in 2018.
  5. Approval of the Purchase Order Report, Purchase Requests, Invoices, & Resolutions

**INVOICES:**

**RESOLUTIONS:**

Resolution to approve payment to ROE for payment of Clay Street Property

Resolution to approve 2018 Holiday Schedule  
Resolution to renew Janitorial contract for 2018

**PURCHASE REQUESTS:**

Purchase request for used Truck and Van

6. New Business

HRIS System

Next meeting – January 9<sup>th</sup>, 2018 at 4pm.