- - - Agenda Topics - - -

Call to Order
1) Roll call
2) Approval of the January meeting minutes.
3) Public Comment

Old Business/Projects
1) Technology Request for a Generator at the Historic Courthouse
2) Public Safety Center (PSC) Floor Projects Update
3) County Office Building (COB) Roof and Systems Update
4) PSC Records Remodeling Phase II
5) Courthouse Paging Speakers Request
6) Animal Control Heating & Air Conditioning

New Business/Projects
1) Chairman’s Report
2) Historic Courthouse Damaged Sign
3) DCEO Grant for COB Projects
4) Frozen Sprinkler Valve at Courthouse
5) Anti-Harassment Training
6) Approve two year extension for Call One Telephone Circuits in the amount of $1,945.88 per month.
7) Winter Costs Update

Staffing/Training/Safety
1) Reportable labor hours

Other Items
1) CMMS Charts
   a. Reported vs. Completed.
   b. Work orders reported by building current month.
   c. Work orders by work type current month.

Adjournment
Facilities Committee Agenda
February 3, 2014

CALL TO ORDER
1) Roll Call
2) Approval of the January meeting minutes.
3) Public Comment

OLD BUSINESS/PROJECTS

1) Technology Request for a Generator at the Historic Courthouse
   - Jim met with Dale Smith from Hahs Electric to see what he thought it would take to install a generator at the facility.
   - Dale provided a quote ranging from $32,000.00 to $37,000.00 depending on the amperage we went with plus additional cost for distribution within the facility that was not included in the quote.
   - Jim is looking for direction from the committee.
2) Public Safety Center (PSC) Floor Projects Update
   - All of the materials have been received.
   - Last week the employee stairway and hallway, Road Patrol, Report Writing and Interview rooms were completed.
   - The jail indoor recreation yard will be scheduled to be completed soon.
3) County Office Building (COB) Roof and Systems Update
   - Return air duct was cut through the mechanical room roof for future connection to the new H.V.A.C. unit.
   - Boiler piping was completed in the mechanical penthouse. The piping was being pressure tested over the weekend with compressed air.
   - All new V.A.V. boxes were installed throughout the facility.
   - The fan powered boxes in the County Board room were too big to be installed. So, a request has been made to Kluber to reengineer this area.
   - Piping to the new V.A.V. boxes is starting this week.
   - The new unit is scheduled to be shipped soon.
   - Jim is hoping to schedule installation to the roof of the new unit during one of the upcoming February holidays.
   - The first progress payment has been made to CMI.
   - Total cost of the project to date is $196,250.00.
   - Total project budget including A/E fees approved $832,200.00.
   - Possible change orders in the works for the following:
     a) Additional VAV box for Treasurer’s office projected to be under $3,000.00.
     b) Change direction of Generator projected to be $2,698.00.
4) PSC Records Remodeling Phase II
   - The furniture was ordered last week. There is an approximate 6 week timeframe for delivery.
   - Jim will be scheduling demolition of the closet this month.
5) Courthouse Paging Speakers Request
   - This item was discussed at last week’s Judicial/Legislative meeting.
   - The committee asked for more information on what areas can hear paging and which do not.
   - They want to make sure that all areas that need paging are included.
   - They do not want to have to keep revisiting this issue in the future other than during expansion of the facility.
OLD BUSINESS/PROJECTS CONTINUED

6) Animal Control Heating & Air Conditioning
   - Don Ware called last Friday and said that he is ready to go over his engineering and recommendations with Jim.
   - Jim will be talking to Don this week and hopes to have recommendations for the Animal Control committee for their next meeting.

NEW BUSINESS/PROJECTS

1) Chairman’s Report
   - Chairman Koukol’s report on ongoing events in the Facilities Management department.

2) Historic Courthouse Damaged Sign
   - Between Christmas and New Years someone taking an exam in the Regional Office of Education (R.O.E.) was found to be cheating.
   - They were removed from the facility and not allowed to take the rest of the test.
   - Upon leaving the person broke the large sign showing names and addresses for the Tenants of the facility adjacent to the main staircase.
   - Police were called by the R.O.E. and the person had a police report made out on the incident.
   - Jim is in the process of getting a cost for a replacement sign. When it was originally installed in 2009 the sign cost almost $500.00.
   - Jim turned over information from the original installation to the State’s Attorney’s office. Eric Weis said we could go ahead and replace the sign. Then once restitution is made the payment would come back to Kendall County.

3) DCEO Grant for COB Projects
   - Kendall County received a letter giving notice to proceed.
   - We will not get any money until the project is complete and we have submitted all the required paperwork by May 15, 2014 in order to be considered for payment.

4) Frozen Sprinkler Valve at Courthouse
   - An inspectors test valve cracked in the Public Defender’s office during the below zero weather a couple of weeks ago.
   - The only damage was wet carpet and drywall that had to be cutout to access the piping to replace the valve.
   - KCFM staff insulated the chase while it was open and installed a grille on the drywall opening that was cut out for access.
   - Project complete.

5) Anti-Harassment Training
   - Jim Smiley and all of his staff attended the training put on by the State’s Attorney’s office.
   - Signed training certificates from attending were sent to Glenn Campos in the Administration office.

6) Approve two year extension for Call One Telephone Circuits in the amount of $1,945.88 per month.
   - We have used Call One for the past 5 years. Our experience has been great with reduced savings every year and only a couple of service issues over the years.
   - The represents an additional $2,052.00 per year or $4,104.00 over two years in additional savings from what we are currently paying.
NEW BUSINESS/PROJECTS CONTINUED

7) Winter Costs Update

- We have used over 140 hours of overtime in the past two months removing snow and salting from all of the storms.
- We have purchased additional skids of salt.
- The plowing company is a set per season price. So, it is not costing Kendall County any additional money to have the lots plowed and salted.
- Additional time has been spent by Jim Smiley managing staff, vendors and monitoring progress daily, nights and weekends to insure facilities are ready for operation.

Staffing/Training/Safety:
Reportable Labor hours as of January 31, 2014

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January 2014

Reported vs Completed
2007 - Current

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EXECUTIVE SESSION
Not Needed.

ADJOURNMENT
The next regular Facilities Management committee meeting is scheduled to be held on March 3, 2014 at 3:30p.m. The meeting will be held at 111 W. Fox Street, Yorkville in the County Board room.