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

Old Business/Projects
  1) Technology Request for a Generator at the Historic Courthouse
  2) County Office Building (COB) Roof and Systems Update
  3) PSC Records Remodeling Phase II Update
  4) County Office Building (COB) Security Improvements
  5) VM Server Upgrade
  6) Circuit Clerk Office Remodeling
  7) Trane Credit Update
  8) FM 1 Replacement
  9) Courthouse Door Replacements

New Business/Projects
  1) Chairman’s Report
  2) COB Systems Training
  3) COB Landscaping Improvements
  4) UPS Systems Battery Replacements
  5) Coroner’s Washer & Dryer
  6) Coroner’s Office Garage Epoxy Floor Coating
  7) Tile Repair on Circuit Clerk’s Counter
  8) CH A/C & Garbage Enclosure Gate Repair
  9) PSC Jail Holding Area A/C Replacement
 10) Fire Systems, Extinguishers and Sprinkler Systems Testing
 11) 2015 Budget Requests - Jail

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.

Executive Session

Adjournment
Facilities Committee Agenda  
July 7, 2014

CALL TO ORDER

1) Roll Call  
2) Approval of the June meeting minutes.  
3) Public Comment

OLD BUSINESS/PROJECTS

1) Technology Request for a Generator at the Historic Courthouse  
   • Heating and Air Conditioning systems were not in the panels included in the proposed generator hookup.

2) County Office Building (COB) Roof and Systems Update  
   • Substantial work on the punch list has been completed.  
   • The new VAV boxes have been installed in the Treasurer’s office and Administration conference room.  
   • The balancer was back to finish the air and water systems balancing work.  
   • Boiler system, Trane controls and rooftop unit training is scheduled for Tuesday & Wednesday this week.  
   • Humidifier installation started.

3) PSC Records Remodeling Phase II Update  
   • The new counter was installed along with the new Lexan glass.  
   • However, the Sheriff’s office felt the Lexan was too flimsy. The Lexan was removed and the original glass was reinstalled.  
   • Project complete.

4) County Office Building (COB) Security Improvements  
   • The counter improvements have been completed in Administration, Assessor and Recorders offices.  
   • The new higher door was also installed in the Treasurer’s office.  
   • Jim will be working with the other departments in the building to improve their departments as well.  
   • Jim will also work with the Jeff Wilkins and all departments on a written plan for the facility.  
   • Project complete for now.

5) VM Server Upgrade  
   • The upgrade was completed on June 23, 2014 at 5 p.m.  
   • No major problems were encountered after the cutover was completed.  
   • Project complete.

6) Circuit Clerk Office Remodeling  
   • Jim received pricing for the wall construction.  
   • Jim has been working to get the H.V.A.C. needs designed.  
   • Construction should start in the next couple of weeks.

7) Trane Credit Update  
   • Trane accepted the suggestion to add one additional year to the warranty in addition to the display and iPad in the previous offer letter.  
   • Chairman Koukol gave Jim the ok to go ahead since they were meeting the conditions suggested by the FM Committee at the last meeting.  
   • Project complete.
OLD BUSINESS/PROJECTS CONTINUED

8) FM 1 Replacement
   - After interviewing the top two candidates and offer was made to Michael Kurtz.
   - He accepted the offer and is starting August 4, 2014.
   - Project complete.

9) Courthouse Door Replacements
   - The new door was ordered for the West Judicial corridor door that has internally rusted out.
   - Security Builders is still working to get the warranty replacement for Courtroom #112 Jury bathroom.

NEW BUSINESS/PROJECTS

1) Chairman’s Report
   - Report on last month’s activities.

2) COB Systems Training
   - Training has been completed on everything except for the boiler system and Trane controls and roof top unit as mentioned earlier.
   - Training done to date includes:
     a) Electrical System
     b) Generator
     c) Piping and Valves

3) County Office Building Landscaping Improvements
   - Jim had been working with the landscaper to modify the quotes to enable us to get all of the work completed that we feel needs to be done to the South entrance and around the generator.
   - Work should be starting in the next couple of weeks.

4) UPS Systems Battery Replacements
   - Jim solicited quotes from several vendors to replace the batteries in the large UPS systems at the PSC, HHS, CH and Office building.
   - Three quotes were received.
   - The low bidder with the best batteries was our existing PSC UPS vendor Lionheart.
   - The order was placed last week.
   - There is a backorder until later this month on the type of batteries used in the systems at the PSC and the MGE system at the CH.

5) Coroner’s Washer & Dryer
   - KCFM technicians opened the wall between the garage and the morgue to expose the plumbing work.
   - Piping for drains and water supplies were roughed in to a washer supply box.
   - The wall dry walled again. Then tapped and painted.
   - A hole was cut into the East wall for the dryer vent to exhaust through.
   - Since a natural gas pipe was directly above the area the unit was to be located in, Jim recommended a gas dryer to be purchased instead of the electric dryer the Coroner had picked out.
   - The Coroner accepted this change, the unit was purchased and installed.
   - Project complete.

6) Coroner’s Office Garage Epoxy Floor Coating
   - Ken Toftoy asked Jim if he could get pricing to coat the garage floor similar to what the morgue had in place already.
   - Jim suggested a darker color be used due to the van pulling in and out of the garage.
   - Ken & Jacquie picked out a grey/black fleck and the floor was installed two weeks ago.
   - Project complete.
NEW BUSINESS/PROJECTS CONTINUED

7) Tile Repair on Circuit Clerk’s Counter
   - A couple of sections of the tile fell off the wall.
   - It appeared the mortar did not adhere to the backer board as the mortar was stuck to the tile and the wall was clean.
   - Jim had a vendor put a quote together to install new attic stock tile to the counter.
   - The quote includes fixing the issue with the adhesion problem.

8) CH A/C & Garbage Enclosure Gate Repair
   - The gates for the Chiller units and garbage cans have fallen in on each other making it difficult to open the doors and access the spaces.
   - The reason for the doors falling in was because the posts were anchored in the ground without attachments to the masonry walls.
   - Vendor is planning to fabricate supports to anchor into the masonry and the posts.

9) PSC Jail Holding Area A/C Replacement
   - The outside condensing unit failed.
   - The unit is too old to replace so Jim got quotes to replace the outdoor unit.
   - Due to the fact that most manufacturers are going away from Freon 22 the indoor coil also needs to be replaced.
   - The unit was ordered and had a four week lead time, so a temporary system was rented and hooked up to provide A/C to the holding cells until the new equipment arrives.

10) Fire Systems, Extinguishers and Sprinkler Systems Testing
    - Annual testing was completed mid-June.
    - The air compressor for the HHS computer room was found to be failed.
    - The system is holding air but the compressor is being replaced since this is for the pre-action system for the computer room.
    - Jim was notified that we will have many fire extinguishers that will need to hydro tested next year. So, Jim is getting a price to put in next year’s 2015 budget.

11) 2015 Budget Requests - Jail
    - Commander Jennings is asking Jim to request an improvement to the jail pods for next year’s capital budget.
    - Sections need to be added to the existing railings to keep inmates from falling off the upper walkways to the floors or metal tables below.
    - Two incidents have occurred in the past year.
    - Total cost $61,580.00 for fourteen jail pods.

June 2014

Staffing/Training/Safety:

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<th>DESCRIPTION</th>
<th>May-14</th>
<th>Apr-14</th>
<th>Mar-14</th>
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EXECUTIVE SESSION
Not Needed.

ADJOURNMENT
The next regular Facilities Management committee meeting is scheduled to be held on August 4, 2014 at 3:30 p.m. The meeting will be held at 111 W. Fox Street, Yorkville in the County Board room.