CALL TO ORDER
Chairman Koukol called the Facilities Management Committee meeting to be in session; located in the County Office Building County Board Conference Room to order at 3:39 p.m.

1) Roll Call - Chairman Koukol called roll call for attendance. Present were Chairman Koukol, Members Prochaska, Wehrli, Cullick and Vice-Chair Gilmour. Enough members were present to form a quorum of the committee. Facilities Management Director Smiley and Mike Kluber & Forest Thayer from Kluber & Associates were also present.

2) Approval of the June meeting minutes - Chairman Koukol asked for a motion to approve the June committee minutes. Member Prochaska motioned to approve the minutes, Member Wehrli 2nd the motion. All members voted aye via voice vote. Motion approved.

3) Public Comment - No members of the public were present at the meeting.

OLD BUSINESS/PROJECTS
To be discussed next month.

NEW BUSINESS/PROJECTS
1) Chairman’s Report/ Landscaping Projects
   - Report from Chairman Koukol.

   Report from meeting
Chairman Koukol went over the status of the projects. Dan said the pavers were fixed at the Historic Courthouse (HCH) and the wall repair behind the Courthouse was completed. Mr. Koukol said the rest of the projects were in the process of being scheduled and there will be a further update at the next FM Committee meeting. Dan also thanked Jason Pettit from the Forest Preserve for offering to place a couple of the benches they are installing at their properties on the walkway to the South entrance of the HCH.

2) Kluber Cost Presentation & Q&A on County Office Building Projects
   - Mike Kluber to talk about the projects, the process for determining costs of the projects, projected timelines and to answer committee questions.

   Report from meeting
Mike Kluber went over their firm’s years of service to Kendall County, the Master agreement between his firm and Kendall County, which included terms and conditions and fees that were negotiated with Jeff Wilkins and Jim Smiley and approved by the Kendall County Board. Chairman Koukol asked for comments from all committee members. Member Cullick asked why this process has been different than any other project she had worked on with the Kluber firm while at the school district. Lynn said the process they had used seemed to work very well. The process included setting a budget, put together bid packages, get them back and review them and made changes if needed to keep the project within the budget. Member Cullick said in her experience with Kluber’s firm the school board never had to question the process on putting the project together or completing them. Lynn said Kluber’s projects were always on time and budget. Mr. Kluber recommended for Kendall County to decide on an Architectural/Engineering firm. Then set a dollar per square foot for the budget, after initial assumptions are done then work with us to finalize the preliminary design. Mike also said an existing conditions analysis needs to be done and also go over with us what is found. Mr. Kluber said bidding conditions are favorable currently. Mike finished with saying the design could be done on a particular manufacturer like Trane but also allow other vendors to bid the main system and controls if that is what we want the A/E firm to do. Ultimately we will need to decide what we need to do versus what we want to do in Mike’s opinion. Vice-Chair Gilmour asked Mike if he was saying that he could not give a price unless he did all of the analysis.
Report from meeting continued

Mike said again that using a dollar per square foot amount is all that should be needed to empower the A/E to do their job. Member Wehrli asked if it is realistic to get a roof on by the end of the year. Mike said that he could not commit to a schedule without doing the analysis. He went on to say there is lot of analysis to be done on the roof structure to support a unit that is twice as bid and three times heavier. Jim Smiley said that Trane had said the unit was larger and was heavier but a lot of weight was planned to come off from the screening and other equipment coming out of the roof. Mr. Wehrli said that he like that Kluber has in house engineers and the quality of the work Kluber’s firm has done in the past. Matt Prochaska said he was fine going ahead with Kluber and that all of his questions had been answered. Chairman Koukol asked Mike if he thought all three projects could be completed for the $800,000.00 we have been talking about. Mike did not really commit one way or the other to the question. Mr. Koukol said that he felt comfortable with Kluber’s firm doing the work also. Dan said that he had supported the Master Agreement with Kluber’s firm and also liked that they have in house engineering staff. Committee members directed Jim to sign the task orders to go ahead with Kluber’s firm. Vice-Chair Gilmour suggested that we also send this to the Finance Committee since Jim Smiley had said that technically funding had not been approved for the project, but a funding source had been identified. Member Gilmour motioned to have this item put on the next Finance Committee and Committee of the Whole meetings. Member Cullick 2nd the motion. All members voted aye via voice vote. Motion approved.

3) COB State of Ill. Mandated Elevator Repair Required by January 2014

- Jim was recently informed that the COB elevator does not meet a State of Illinois regulation that goes into effect on January 1, 2014.
- The requirement is to add mechanical door restrictors to the elevator.
- This restrictor is intended to keep the doors form opening to an empty elevator shaft.
- Our current elevator maintenance provider gave Jim a quote of $1,965.00 to make the required changes to the elevator.

EXECUTIVE SESSION
Not Needed.

ADJOURNMENT

Chairman Koukol asked for a motion to adjourn the meeting. Member Wehrli made a motion to close the meeting at 4:46 p.m. Member Wehrli 2nd the motion. All members voted aye. Meeting adjourned by Chairman Koukol at 4:46 p.m.

Submitted by,
Jim Smiley
Facilities Management Director