



**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE AGENDA  
County of Champaign, Urbana, Illinois**

8 **MINUTES – *Approved as Distributed June 4, 2024***

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9 **DATE:** Tuesday, May 7, 2024  
10 **TIME:** 6:30 p.m.  
11 **PLACE:** Shields-Carter Meeting Room  
12 Brookens Administrative Center  
13 1776 E. Washington St., Urbana IL 61802

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14 **Committee Members**

15 **Present:** Stephanie Fortado, Carolyn Greer, Jennifer Locke, Jenny Lokshin, Mike Smith,  
16 and Jeff Wilson  
17

18 **Absent:** Elly Hanauer-Freidman and Bethany Vanichtheeranont  
19

20 **County Staff:** Dana Brenner (Facilities Director), Chris Smith (Building and Grounds Manager),  
21 Steve Summers (County Executive) and Mary Ward (Recording Clerk)  
22

23 **Others Present:** Austin Barton (Broeren Russo) and Karla Smalley (Bailey Edward Design)

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24 **Agenda**

25 I. Call to Order and Roll Call  
26

27 Committee Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken, and a  
28 quorum was declared present.  
29

30 II. Approval of Agenda/Addenda  
31

32 **MOTION** by Mr. Smith to approve the agenda; seconded by Ms. Locke. Upon voice vote the  
33 **MOTION CARRIED** unanimously.  
34

35 III. Approval of Minutes – April 2, 2024  
36

37 **MOTION** by Ms. Locke to approve the April 2, 2024 minutes; seconded by Ms. Fortado. Upon  
38 voice vote the **MOTION CARRIED** unanimously.  
39

40 IV. Public Participation  
41

42 None  
43

44 V. Communications  
45

46 None  
47  
48

49 VI. New Business

50 A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward  
51 Design – Karla Smalley, and Broeren Russo – Austin Barton  
52

53 Mr. Barton presented the Committee pictures of the County Plaza Renovation Project. The  
54 curtain wall is 95% complete. The coating on the parking deck is complete and painting will  
55 start on the upper deck followed by the lower deck. Lobby flooring tile work has started.  
56 Switch gear has been installed and tested. We are now running on permanent power for the  
57 building. The generator was put in place today and will be able to power the entire building.  
58 Mill work is installed, and the countertops are here, and installation will be starting. Mr.  
59 Summers asked about the thickness of the counter that was pictured. It is a double-wall  
60 system to create the countertop depth. He also asked if part of the thickness was to allow for  
61 ballistic panels. The ballistic panels are on the fourth floor and the extra are being used in the  
62 Clerk's Office on the first floor.  
63

64 B. Discussion and Approval of Change Orders for ITB#2022-008 County Plaza  
65 Renovation Project (Change Orders #42, #43, #44 and composite of all change  
66 orders and pay applications to date)  
67

68 Ms. Smalley went over the change orders. Change Order 42 is to provide ventilation at the  
69 lower garage level by installing air louvers and CO monitoring equipment. Change Order 43 is  
70 to install two additional receptacles in the fourth-floor interview rooms for video monitoring  
71 screens. Change Order 44 is to install electric power to both penthouse split coiling units.  
72

73 **MOTION** by Mr. Smith to recommend County Board approval of a resolution approving  
74 Change Orders 42, 43 and 44 for the County Plaza Renovation Project; seconded by Ms.  
75 Locke. Upon voice vote, the **MOTION CARRIED** unanimously.  
76

77 C. Discussion of Broeren Russo Minority Employment Reports for March and April 2024  
78

79 Mr. Barton presented the April Minority Employment Report for April. Minorities are still at  
80 13.5%. With work dwindling down, it is harder to find female workers. Mr. Wilson asked how  
81 much more work is to be done. Mr. Wilson asked how much work is left to be done. There is  
82 about 4 weeks or so of work left.  
83

84 D. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey  
85 Edward Design – Karla Smalley  
86

87 Ms. Smalley gave the update on the County Plaza Elevator Renovation Project. The machine  
88 for the North elevator is planned to ship next week. There is a delay on the controller,  
89 although it is still anticipated to arrive at the end of May. Everything is still on track for the  
90 South elevators to arrive in June.  
91

92 E. Update on Courthouse Parking Lot Access Control Project – Bailey Edward  
93 Design – Karla Smalley  
94

95 Ms. Smalley updated the Committee on the Courthouse Parking Lot Access Control Project.  
96 The lot will be closed on May 23 and 24 for coating and striping. The barriers are on order

97 and they are working on programming the computer for the gate. The hope is to go live  
98 shortly after Memorial Day. The plan is to utilize the upper deck parking at County Plaza for  
99 those two days. Policy on key cards was discussed; there is no policy at this time. Looking at  
100 making it the departments responsibility to pay to replace lost key cards.

101  
102 F. Update on ITB#2022-009 Satellite Jail Consolidation

103  
104 Mr. Brenner gave the update on the Satellite Jail Consolidation. The parking lot on the North  
105 side has been poured. The new generator is in place and will provide for the new addition as  
106 well as some of the old. There is enough power to take care of all the important items. The  
107 outdoor rec areas have been poured and fencing will be installed. With the mechanical chase  
108 areas, maintenance will be able to walk in behind the shower/toilet areas. The epoxy flooring  
109 is going down. Case work is being delivered tomorrow and will be installed beginning next  
110 week. The jail furniture will start be installed next week. Outside, earthwork is also being  
111 done. The goal is to have Pod D finished by the end of June.

112  
113 Ms. Fortado asked if the committee could do a walk through before people move in.

114  
115 G. Discussion and Approval of Change Orders for ITB#2022-009 Satellite Jail Consolidation  
116 Project (Change Orders #39, #40, #41, #42, #43 and composite of all change orders and pay  
117 applications to date)

118  
119 Mr. Brenner went over the Change Orders. Change Order 39 is to provide emergency power  
120 for temperature control switches and fire fighter smoke control station. Change Order 40 is  
121 to eliminate ceiling security mesh and modify the ceiling in two rooms. Change Order 41 is to  
122 remodel the Booking area. Change Order 42 is for security caulking at ceiling deck seams in  
123 cells. Change Order 43 glazing enclosing skylight shafts in Med Iso Cells.

124  
125 **MOTION** by Ms. Locke to recommend County Board approval of a resolution approving  
126 Change Orders 39, 40, 41, 42, and 43 for the Satellite Jail Consolidation Project; seconded by  
127 Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.

128  
129 H. Discussion of PJ Hoerr Minority Employment Reports for March of 2024

130  
131 No report was available for the meeting.

132  
133 I. Discussion and Award of Contract for County Highway Department Section #23-00469-00-RS  
134 METCAD Parking Lot Renovation Project

135  
136 Mr. Brenner led the discussion on METCAD Parking Lot Renovation Project. This will upgrade  
137 the parking at METCAD and the Election Supply building. We worked with Highway to bid this  
138 out at the same time as their Salt Dome repaving project. We have \$225,000 budgeted for  
139 this project. There were two bidders, both of whom bid under the budgeted amount. Cross  
140 Construction Inc. came in at \$162,078.75 and Open Road Paving bid \$197,229.90.

141  
142 Mr. Wilson had questions about the Salt Dome Paving Project and the question was asked if  
143 we had to choose the same contractor as Highway did. It was let as one, but each project had  
144 to be bid on separately.

145  
146 **MOTION** by Ms. Locke to recommend County Board approval of a resolution approving the  
147 bid by Cross Construction, Inc. of \$162,078.75 for the METCAD Parking Lot Renovation  
148 Project. Seconded by Mr. Smith. Upon voice vote, the **MOTION CARRIED** unanimously.  
149

150 **VII. Other Business**

151  
152 Ms. Lokshin said she had been contacted by the African American Heritage Trail Experience C-U  
153 regarding placing a plaque at the Courthouse honoring James Burgess. Mr. Burgess was elected  
154 State’s Attorney in 1972 and was the first African American State’s Attorney in Illinois. Ms.  
155 Locke stated that she was in support of letting them place a plaque at the Courthouse.  
156 Discussion was held on where it could be placed with the committee agreeing it would be fitting  
157 to have this in front of the building where he worked. Ms. Locke stated she supports putting this  
158 up and loves seeing these go up throughout the community. Ms. Lokshin said she would like to  
159 see this on the full County Board Agenda for May and the committee was in agreement.  
160

161 Mr. Summers said there was a question about whether or not the fund for the maintenance of  
162 the clock tower could be used to purchase the plaque for the Bruce Hannon Memorial. After  
163 checking with Mr. Beckett, he thinks there is adequate latitude in the language to allow the fund  
164 the pay for the plaque.  
165

166 **VIII. Presiding Officer’s Report**

167  
168 A. Future Meeting – **June 4, 2024 @ 6:30pm**  
169

170 **IX. Designation of Items to be Placed on the Consent Agenda**

171  
172 Items to be placed on the Consent Agenda include 6. B., G., and I.  
173

174 **X. Adjournment**

175  
176 Chair Lokshin adjourned the meeting at 7:35 p.m.