

**Facilities Management
Committee Meeting**

3/5/18

4:00 PM

*****111 W. Fox Street ***
*** Room 209 & 210 *****

- - - -Agenda Topics - - - -

Call to Order

- 1) Roll call
- 2) Approval of the February 2018 meeting minutes.
- 3) Public Comment

Old Business/Projects

- 1) Healy Bender 111 W. Fox St. Part 1 Analysis
 - a. Summary meeting on department meetings
- 2) Establish a Policy for Requests to Film on County Properties
- 3) PSC H.V.A.C. & Controls Improvements RFP Bids
 - a. State's Attorney's office (SAO) Review of Trane's quote based on U.S. Communities Pricing
 - b. Approve to be on the County Board March 20, 2018 agenda for approval
- 4) Review Dr. Tokars request for lobby improvements at the Health & Human Services facility.
- 5) Bailiff Office Construction

New Business/Projects

- 1) Chairman's Report
 - a. Solar Project Update
 - b. Health Department – Review Dentist Office Request
- 2) Landscaping Invitation to Bid
- 3) Annual Backflow Prevention Device Testing
- 4) Public Safety Center Semi-Annual Kitchen Hood Inspection
- 5) Approve SAO review of Historic Courthouse Window Invitation to Bid
- 6) Approve State's Attorney's office review of Centrex & PRI Circuit Contracts with Call One.
 - a. Approve for vote at the March 20, 2018 County Board meeting:
 - i. Approve 1-year contract with Call One for the Centrex Phone Circuits in the amount of \$9.00 per month base price plus usage.
 - ii. Approve three (3) year contract with Call One for the Point to Point T1 Circuit in the amount of \$500.00 per month.
 - iii. Approve three (3) year contract with Call One for the PRI T1 Circuits in the amount of \$2,124.80 per month.

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

Questions from the Press

Adjournment

If special accommodations or arrangements are needed to attend this Committee Meeting, please contact the Administration Office at 630-553-4171, a minimum 24-hours prior to the meeting time.