

**Facilities Management  
Committee Meeting**

**4/2/18**

**4:00 PM**

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

**- - - -Agenda Topics - - - -**

Call to Order

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

Old Business/Projects

- 1) Healy Bender 111 W. Fox St. Part 1 Analysis
- 2) Establish a Policy for Requests to Film on County Properties
- 3) PSC H.V.A.C. & Controls Improvements
- 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. Maintenance Tech Level 1 Medical Leave
- 2) Approve Four Seasons Landscaping for Landscaping maintenance for a Three (3) year contract with a One (1) year optional extension for \$39,470.00 for year one & two & \$41,355.00 for year three & four.
- 3) Approve for vote at the April 17, 2018 County Board meeting:
  - a. Approve 1-year contract with Call One for the Centrex Phone Circuits in the amount of \$9.00 per month base price plus usage.
  - b. Approve three (3) year contract with Call One for the Point to Point T1 Circuit in the amount of \$500.00 per month.
  - c. Approve three (3) year contract with Call One for the PRI T1 Circuits in the amount of \$2,124.80 per month.
- 4) OSHA Safety Training at Waubensee Community College
- 5) Court Call Phone Addition to Courtroom #113
- 6) Public Safety Center U.P.S. system Preventative Maintenance I
- 7) Review Executive session meeting minutes for the following meetings:
  - a. Oct. 15, 2015 b. May 2, 2016 c. June 6, 2016 d. April 3, 2017

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

**Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semiannual review of the minutes as mandated by Section 2.06, 5ILCS 120-2**

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.