



**Facilities Management
Committee Meeting
4/4/16
3:30 PM**

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

-----Agenda Topics-----

Call to Order

- 1) Roll call
- 2) Approval of the March 2016 meeting minutes.
- 3) Public Comment

Old Business/Projects

- 1) Courthouse & Public Safety Center (PSC) Security Improvement Project
 - a. Dewberry 60% Design meeting
- 2) Courthouse Mural Project
- 3) PSC Garage Bathroom and Wall Project
- 4) Network Module Addition to County Office Building (COB) Emergency System
- 5) Pavement Core Samples on Ridge St. South of Main St to 200 feet East.
- 6) Courthouse (CH) Return Fan Drive Replacement
- 7) Kendall Area Transit Operations Office Construction
- 8) Call One Phone Circuit Contract

New Business/Projects

- 1) Chairman's Report
 - a. Energy Efficiency & County Facilities Presentation – Leopardo Companies, Inc.
- 2) Health & Human Services Counter Improvements
- 3) Civil Process Build out
- 4) PSC Parking Lot Light Bulb Replacements
- 5) GIS Marking of Internal Network
- 6) Police Memorial Project
- 7) PSC Semi-Annual Kitchen Hood Inspection
- 8) Groot Industries Extension Letter

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
April 4, 2016

CALL TO ORDER

- 1) **Roll Call**
- 2) **Approval of the March 2016 meeting minutes.**
- 3) **Public Comment**

OLD BUSINESS/PROJECTS

- 1) **Courthouse & Public Safety Center Security Improvement Project**
 - a. **Dewberry 60% Design meeting**
 - “Stakeholders” met with Dewberry on March 21, 2016.
 - Dewberry staff, Director Smiley, Technology Director Koeppel, Network Administrator Kollins & D.C. Gillespie met first and went through the specifications and drawings.
 - D.C. Gillespie is still waiting for the proposal form Securus. So, Dewberry is going to keep information in the project specifications for the Visitor Visitation/Video bond call system to be done by the integrator selected for the entire project
 - A mandatory walk through prior to bidding is being added to the specifications.
 - Dewberry suggested that Kendall County goes ahead and gets the fiber certified to still be good since we are considering allowing some of our dark fiber to be used for this project.
 - Technology Services requested that networkable panic alarms be investigated for use. This would allow additional devices to be added after the fact without needing the integrator to program and install the devices.
 - For purposes of answering questions during the project the following was suggested to put into the specifications:
 - a) D.C. Gillespie to be listed for Security Issues
 - b) Jim Smiley to be listed for Facilities Issues
 - c) Scott Koeppel to be listed for Technology Issues
 - Dewberry:
 - a) Is planning to send their bid estimate to a third party prior to the 90% level to see if they concur with their estimated costs on the project.
 - b) Is estimating the project will be ready to go out to bid mid-May.
 - c) Plans to have Wonder wear check all of the integrators programming to make sure they have not customized it or taken shortcuts that may cause problems in the future.
 - d) Projects the 90% design meeting to be held in late April.
 - Additional comments on suggested improvements to the systems from the jail and courthouse staff that operate the current system were given to Dewberry to consider for the new systems.
 - Two optional items are going to bid in the project:
 - a) Replace the existing older jail door locks at the Courthouse to be changed to motorized locks.
 - b) Connect the existing inter-campus conduits stubbed out from the Courthouse and the Public Safety Center (PSC). This would eliminate a possible single point of failure point next to the PSC main entrance.
- 2) **Courthouse Mural Project**
 - No work has been started to date.
 - Director Smiley plans to start this project in the couple of weeks.
 - Progress will be reported at the next FM Committee meeting in May.

OLD BUSINESS/PROJECTS CONTINUED

- 3) **Public Safety Center Garage Bathroom and Wall Project**
 - KCFM staff completed installation of all the drywall and plywood on the walls.
 - All exposed drywall has been taped and sanded and is ready for paint.
 - The Jail will utilize inmate labor to do the painting on this project.
 - Director Smiley provided paint form attic stock at the Courthouse.
- 4) **Network Module Addition to County Office Building (COB) Emergency System**
 - The module was added on March 15th.
 - Director Smiley was shown how to program the device the week of March 21, 2016.
 - Jim plans to test the device and to get a list of numbers to add to the device before the next FM Committee meeting in May.
 - Scott Koeppel will also be involved to setup an interface to the existing network emergency system that pops up messages on the desktop computers in the County.
- 5) **Pavement Core Samples on Ridge St. South of Main St to 200 feet East.**
 - Cores were taken on March 22, 2016.
 - The report was issued on March 31, 2106.
 - Director Smiley is setting up a meeting with Fran Klaas to go over the report and to work on setting up specifications for the repaving work needed.
- 6) **Courthouse (CH) Return Fan Drive Replacement**
 - The drive was replaced on March 24, 2016.
 - **Project complete.**
- 7) **Kendall Area Transit Operations Office Construction**
 - The new office construction was completed March 11th.
 - The office is now occupied by the new K.A.T. Director.
 - We still have the electrical/data wiring to do along the West wall for future cubicles and then the project will be complete.
 - Director Smiley hopes to have this work completed before the next FM Committee meeting in May.
- 8) **Call One Phone Circuit Contract**
 - Director Smiley sent an electronic copy of the County signed contract to the vendor to alert the vendor that the contract was approved.
 - The original signed contract was sent to the vendor for original signatures to be returned to Jim for our files and to be recorded with the Country Recorder.

NEW BUSINESS/PROJECTS

- 1) **Chairman's Report**
 - a. **Energy Efficiency & County Facilities Presentation – Leopardo Companies, Inc.**
 - i. See attached Packet
- 2) **Health & Human Services Counter Improvements**
 - Dr. Tokars is requesting the addition of security screening at the front counter of the Health facility.
 - This was put into the five year plan that was developed in 2013.
 - The cost was estimated to be \$5,000.00.
- 3) **Civil Process Build out**
 - Director Smiley found a door, door frame and window frame in attic stock to use for the new walls in this area.
 - Wall studding, rough electric, drywall, taping and painting is completed on the new walls.
 - KCFM staff will be moving the workstations from the old Records area of the PSC to this new space in the Courthouse in the next week or so.

NEW BUSINESS/PROJECTS CONTINUED

3) Civil Process Build out Continued

- KCFM staff also needs to run phone & data wiring and complete the electrical installation before the staff moves into the space.
- A new sign has been ordered to identify the space as Civil Process with the Sheriff's office logo as part of the sign. Estimated delivery time 3-4 weeks.
- Jim expects pricing for the counter top and glass for the window and door this week.
- Jim committed to be completed so the staff can move into the space no later than May 1, 2016.

4) PSC Parking Lot Light Bulb Replacements

- After the wiring was replaced to get all poles back in service Director Smiley purchased new LED bulbs for all poles.
- The new light bulbs were installed during the week of March 28, 2016.
- These new bulbs are two times brighter than what was previously installed.
- **Project complete.**

5) GIS Marking of Internal Network

- Recently we had need to mark our internal utility services at both the US 34 campus and at the 111 W. Fox St campus.
- So, Director Smiley worked with Director Koeppel and GIS mapping to have them use their GPS equipment to locate the internal utilities on maps.
- We plan to expand this mapping during the upcoming summer season to include main utility locations for each facility as well as items in the ground that we want to keep track of.
- **Project complete.**

6) Police Memorial Project

- Director Smiley turned in the permit application to the City of Yorkville last week.
- The building inspector Pete Ratos, said that it would only take a few days for him to review the application. Pete also said he had preliminary talks with the City Administrator about waiving the permit costs for this project.
- Work is planned to start in the next month if all goes well with arranging the donated services and labor.

7) PSC Semi-Annual Kitchen Hood Inspection

- The inspection was completed on March 22, 2016.
- No issues were found.
- **Project complete.**

8) Groot Industries Extension Letter

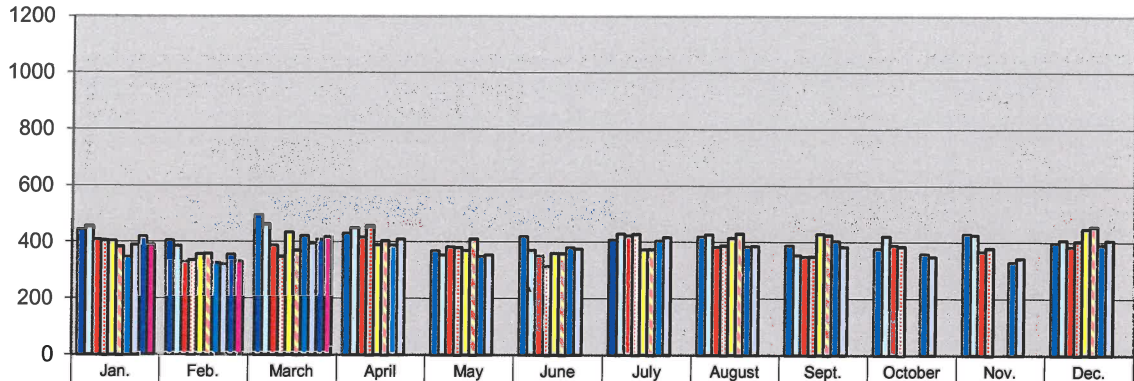
- Director Smiley put together a confirmation letter of the County Board approving a one year extension to the current contract with the pricing specified in the contract.
- Jim is waiting for a return confirmation letter from Groot accepting the extension.

March 2016

Staffing/Training/Safety:

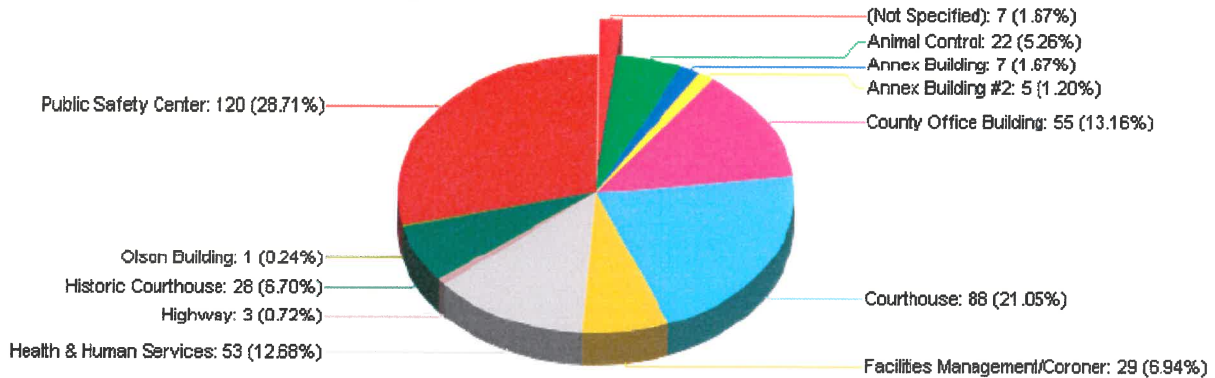
DESCRIPTION	Mar-16	Feb-16	Jan-16
Possible Work Hours (6 employees @ 8 hrs)	1,080.00	912.00	912.00
Paid/Unpaid Leave	52.00	40.00	32.00
Holiday	24.00	96.00	96.00
Bereavement	0.00	0.00	0.00
* WC/TTD Temp employee is working these hours	180.00	152.00	232.00
<i>Regular Productive Hours</i>	1,004.00	776.00	784.00
Overtime Worked	18.75	30.25	30.50
<i>Total Productive Hours</i>	1,022.75	806.25	814.50

Reported vs Completed 2007 - Current

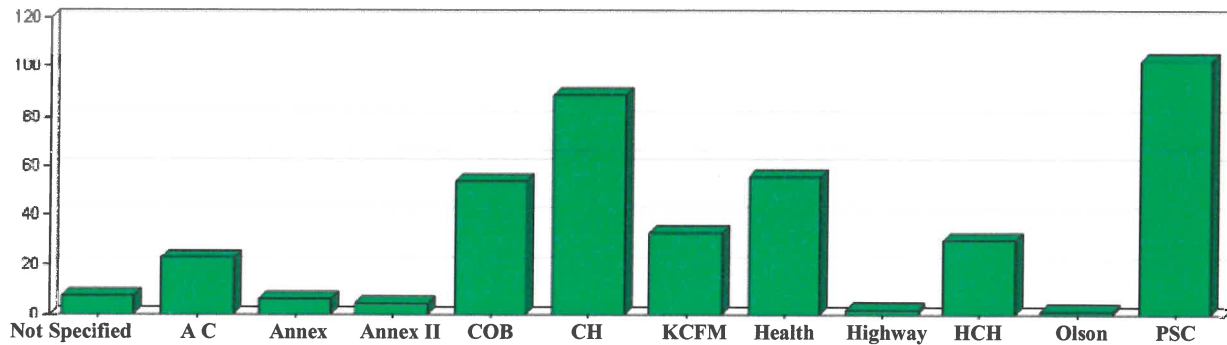


	Jan.	Feb.	March	April	May	June	July	August	Sept.	October	Nov.	Dec.
2012 Reported	442	405	497	430	368	418	407	418	388	376	428	397
2012 Completed	455	385	463	449	354	371	428	426	354	420	425	407
2013 Reported	407	330	386	416	382	351	422	382	348	388	366	383
2013 Completed	405	335	348	457	380	314	427	388	349	384	379	403
2014 Reported	403	356	433	389	370	359	373	414	428			447
2014 Completed	383	358	369	403	410	359	374	430	424			455
2015 Reported	346	325	420	388	348	380	403	383	404	358	329	390
2015 Completed	389	321	395	409	354	375	416	385	383	348	342	406
2016 Reported	418	355	408									
2016 Completed	390	331	418									

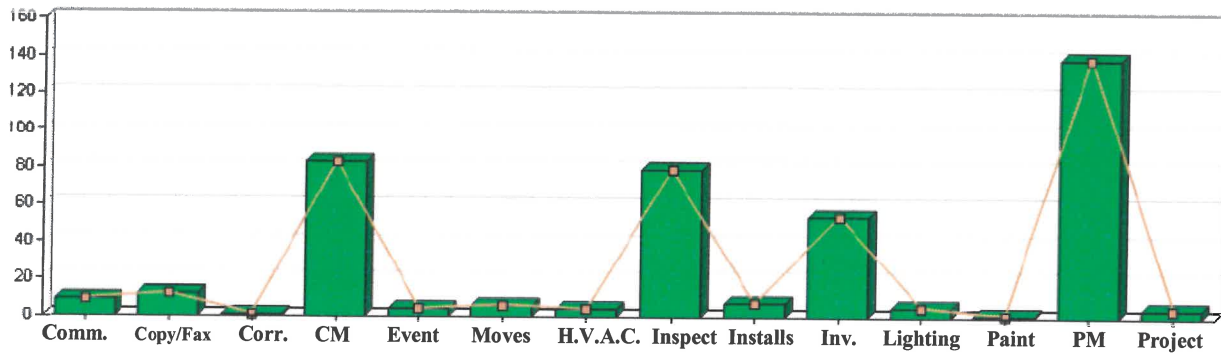
Completed Work Orders March 2016



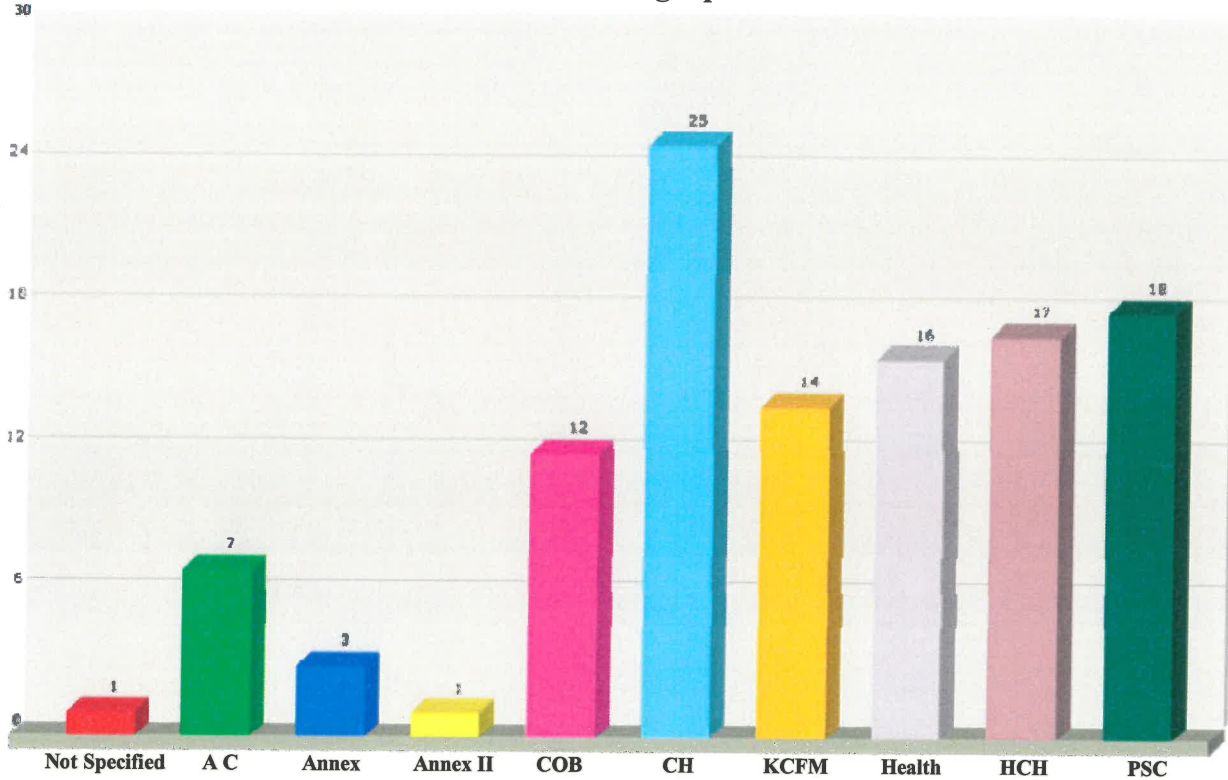
Reported Work Orders by Location March 2016



Reported Work Orders by Task March 2016



Work Orders Remaining Open March 2016



EXECUTIVE SESSION

Not Needed.

ADJOURNMENT

The next regular Facilities Management committee meeting is scheduled to be held on Monday, May 2, 2016. The meeting will be held at 111 W. Fox Street, Yorkville in the County Board room.



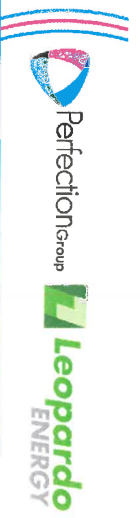
Leopardo ENERGY



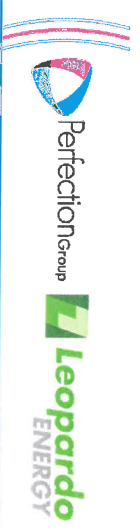
Energy Savings
Performance Contracting

What is an **Energy Saving Performance Contract**?

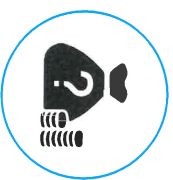
Paid from **Savings Improvement Strategy**



Understanding Municipal Governments



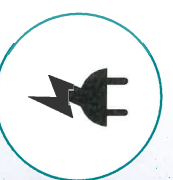
We work with municipal governments who face similar challenges



Substantial Pressure on Operating Budgets



Over \$100 Billion Dollar Deferred Maintenance Problem



State/Local Gov. Waste Over \$1.5 Billion a Year in Energy

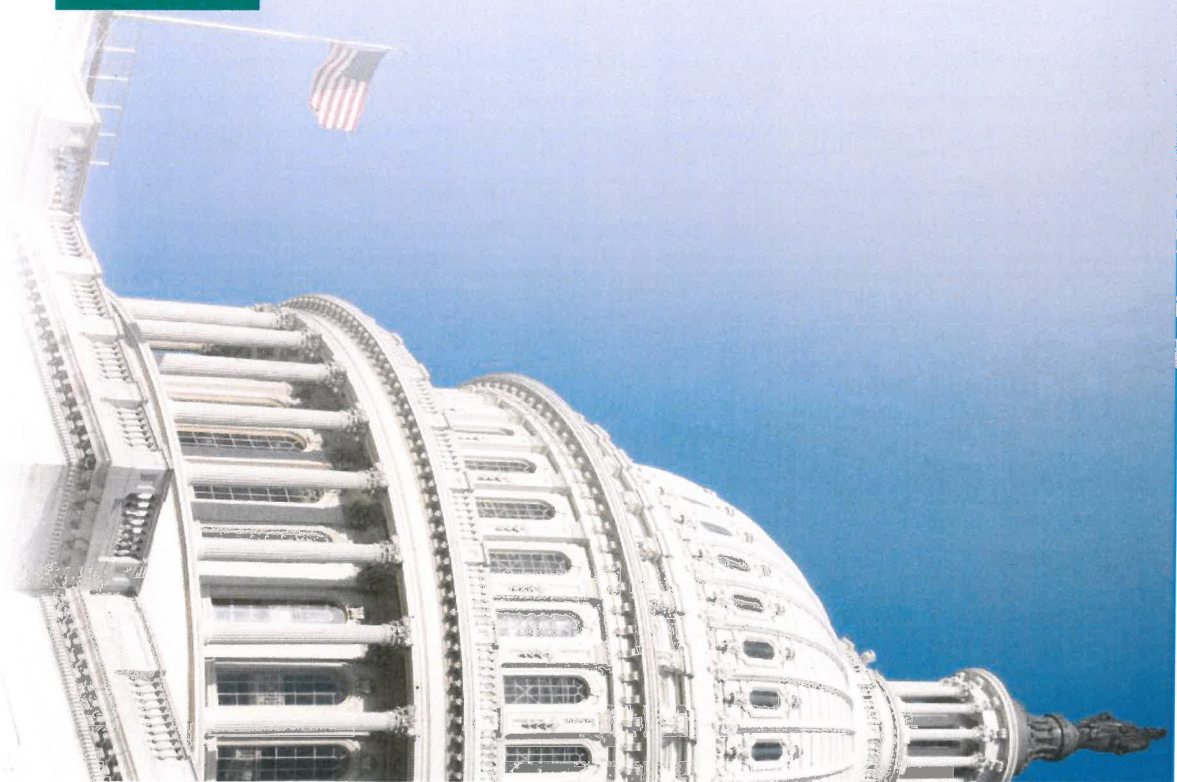


State/Local Gov. Struggling to Fund Repairs/Upgrades

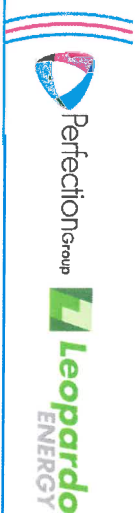


Energy Efficient Initiative from the State Level

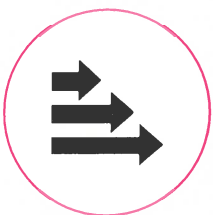
Bottom Line: invest utility waste into improving environment and addressing infrastructure needs



How PC Works – Redirection of Funds



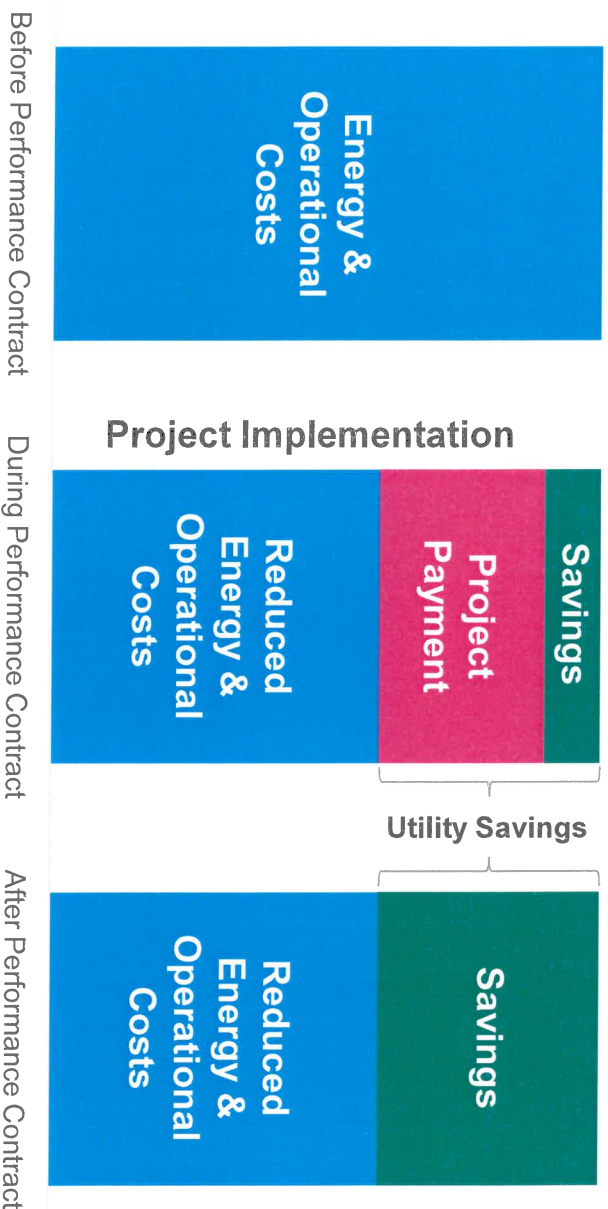
Reduce Energy & Operating Budget



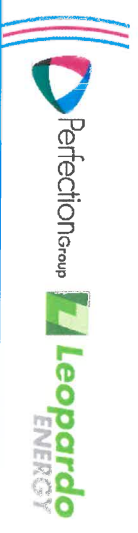
Fund Capital Improvements from These Savings



Utilize the Positive Cash Flow as Needed



Traditional Energy Conservation Measures (ECM's)



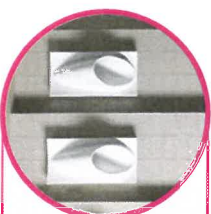
1. Lighting



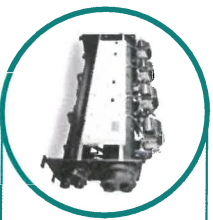
2. Retro Commissioning



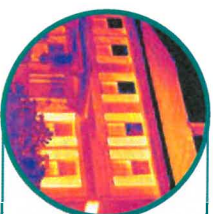
3. Building Automation Controls



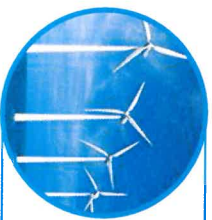
4. Water Conservation



5. Mechanical Upgrades HVAC



6. Building Envelope

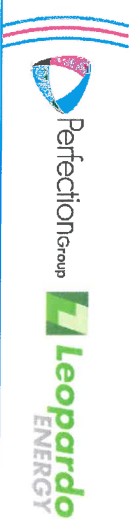


7. Renewable Energy



8. Fleet Services

Non Traditional ECM's



1



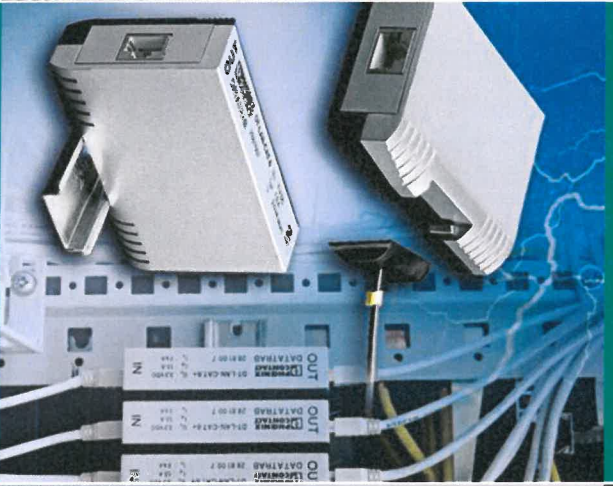
Utility Plant Upgrades

2



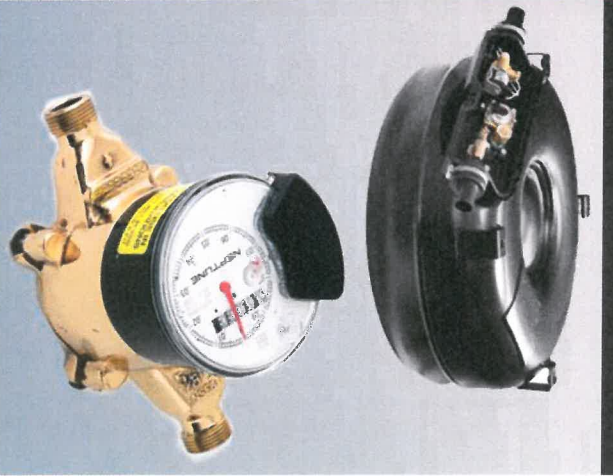
Roadway, Water & Storm Projects

3



Information Technology

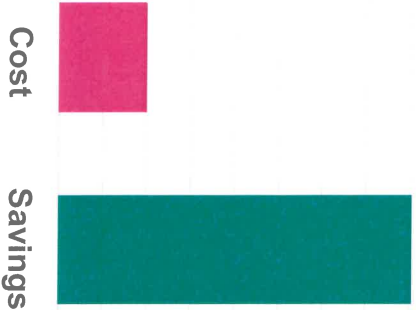
4



Equipment Upgrades

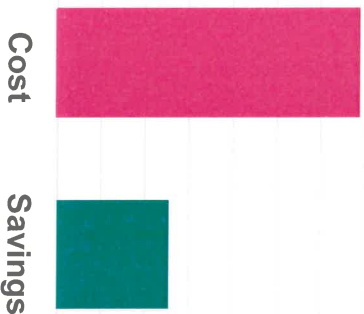
A Comprehensive Bundled Approach

Quick Payback



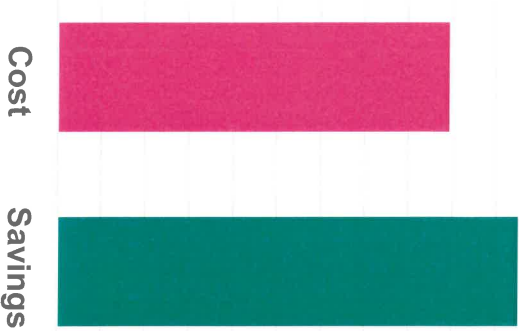
- Lighting
- Building Controls
- Fleet Upgrades
- Water Conservation
- Retro-Commissioning

Long Payback



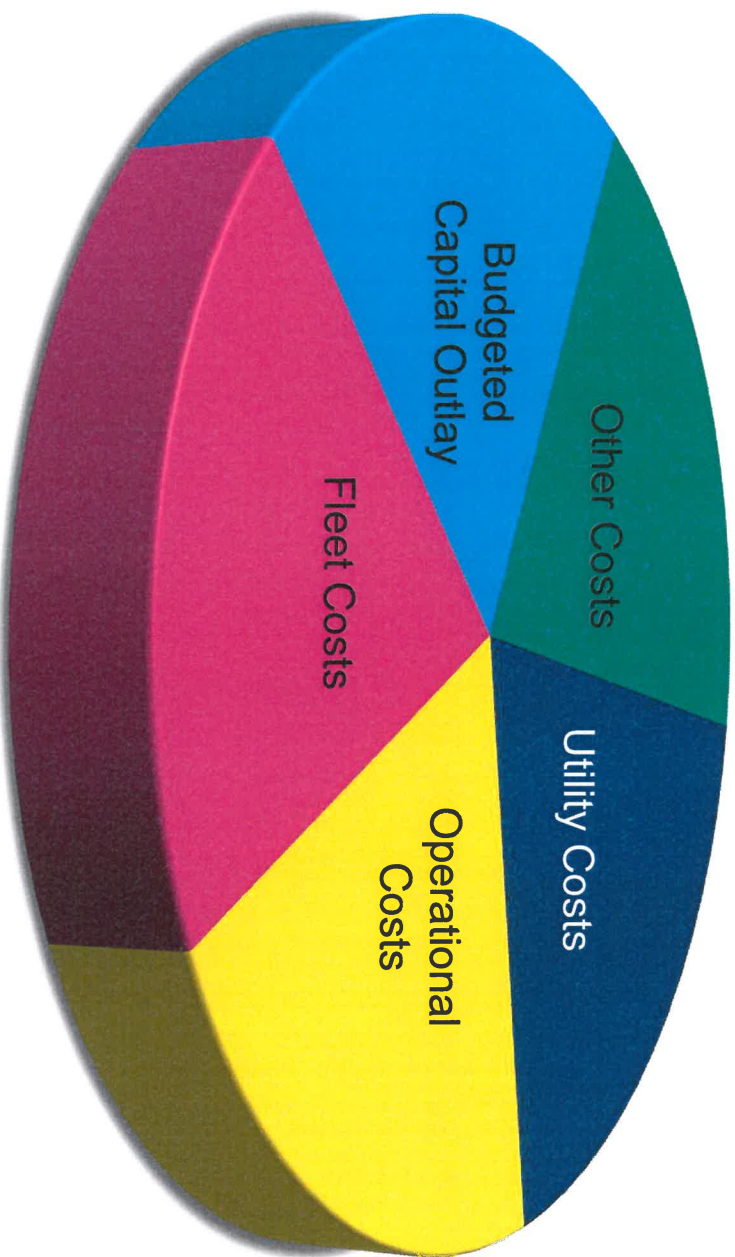
- Windows
- Roofs
- Doors
- HVAC Upgrades
- Renewables

Bundled Payback

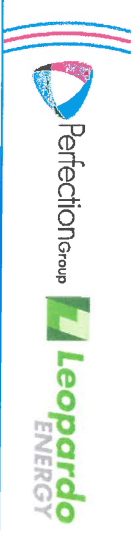


- Lighting
- Building Controls
- Fleet Upgrades
- Water Conservation
- Retro-Commissioning
- Windows
- Roofs
- Doors
- HVAC Upgrades
- Renewables

Cost of Operations Profile



Financial Analysis – Customer Example:



Annual Utility & Operational Costs

\$683,870

Annual Utility & Operational Savings

\$300,344

% of Savings

43%

Total Project Cost

\$2,945,793

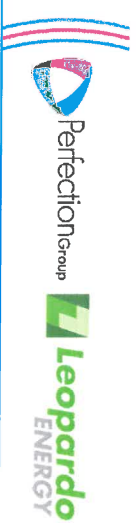
Annual Payment

\$233,568

Positive Annual Cash Flow

\$66,746

Customer Example: 15 Year Program Cash Flow



Year	Annual Energy & Operational Savings	Annual Facility Improvement Program (Loan Payment)	Cash Flow
1	\$300,344	\$233,568	\$66,746
2	\$307,138	\$233,568	\$73,570
3	\$314,135	\$233,568	\$80,567
4	\$321,343	\$233,568	\$87,775
5	\$328,766	\$233,568	\$95,198
6	\$336,413	\$233,568	\$102,845
7	\$344,289	\$233,568	\$110,721
8	\$352,401	\$233,568	\$118,833
9	\$360,756	\$233,568	\$127,188
10	\$369,362	\$233,568	\$135,794
11	\$378,226	\$233,568	\$144,658
12	\$387,357	\$233,568	\$153,789
13	\$396,761	\$233,568	\$163,193
14	\$406,447	\$233,568	\$172,879
15	\$416,424	\$233,568	\$182,856
Totals	\$5,320,161	\$3,503,514	\$1,816,647

Simple 4 Step Process



Have a comprehensive infrastructure analysis performed by an entity with experience in the design and implementation of energy conservation measures



Initiate a request for proposal



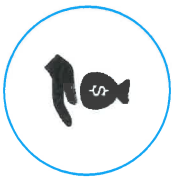
Analyze proposal or proposals received and select a company



Execute the Project

Summary of **ESPC Benefits**

It modernizes facility infrastructure to
increase asset value



Eliminates need for
up front capital



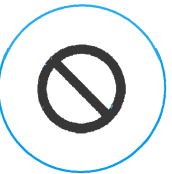
Fund project
from savings



Single point of
responsibility



Creates
local jobs



Fixed Costs -- No
Change Orders

Guaranteed Energy Savings



What is the **Next Step?**

No Cost Comprehensive Infrastructure Analysis



Professionally
Engineered Review



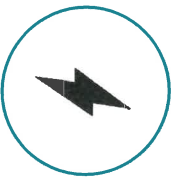
Energy Star
Benchmarking



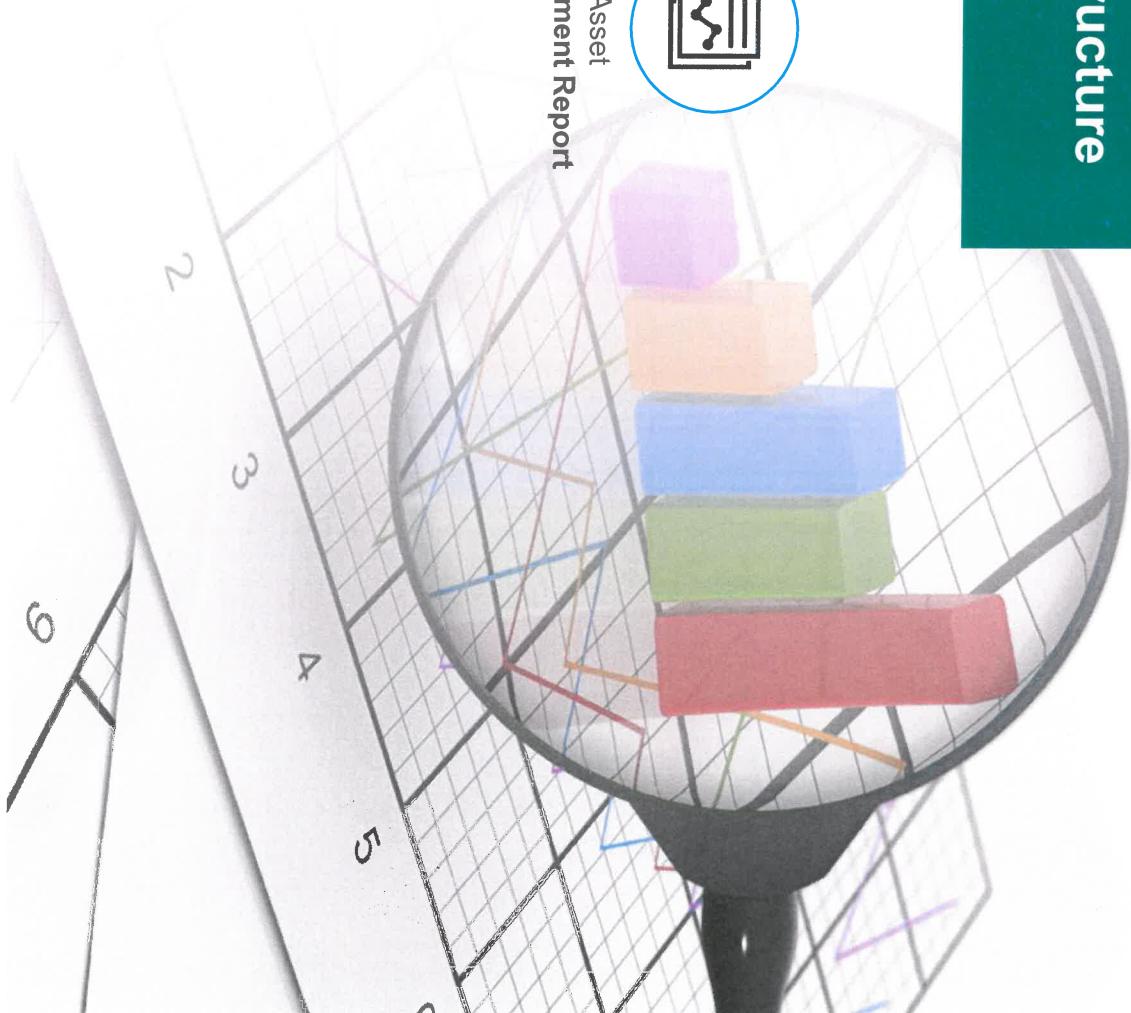
Asset
Management Report



Energy & Operational
Saving Report



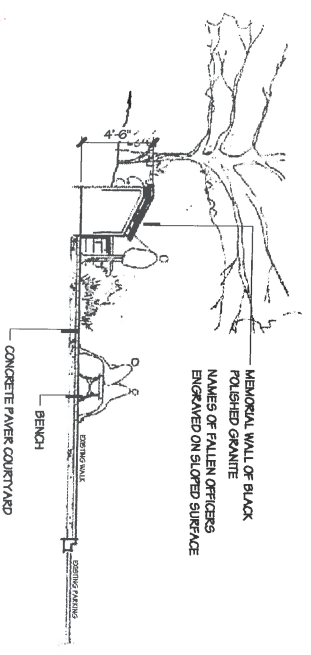
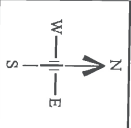
Energy Conservation
Measurement
Strategy



Are there any
questions?

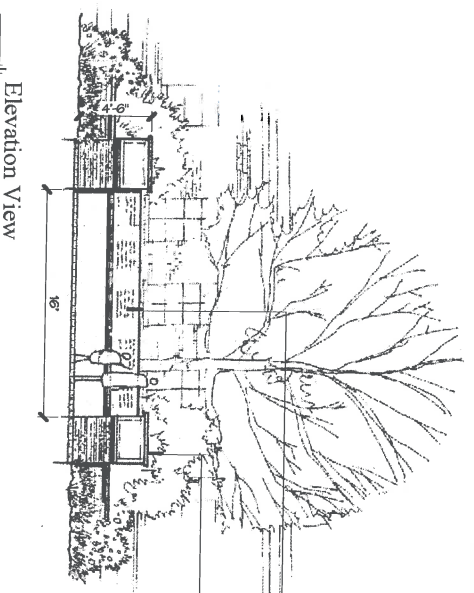


KENDALL COUNTY LAW ENFORCEMENT MEMORIAL



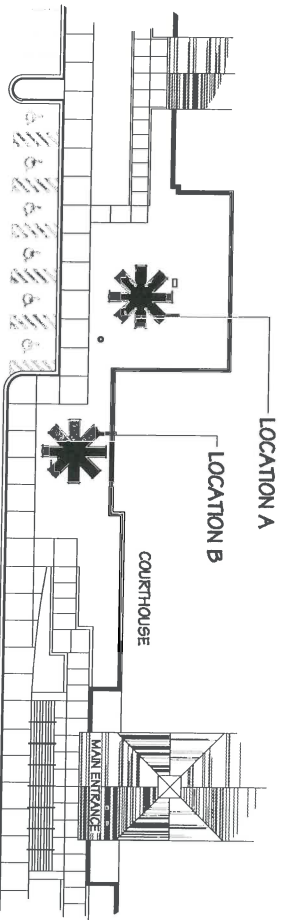
Section View

Scale: 1/4" = 1'-0"



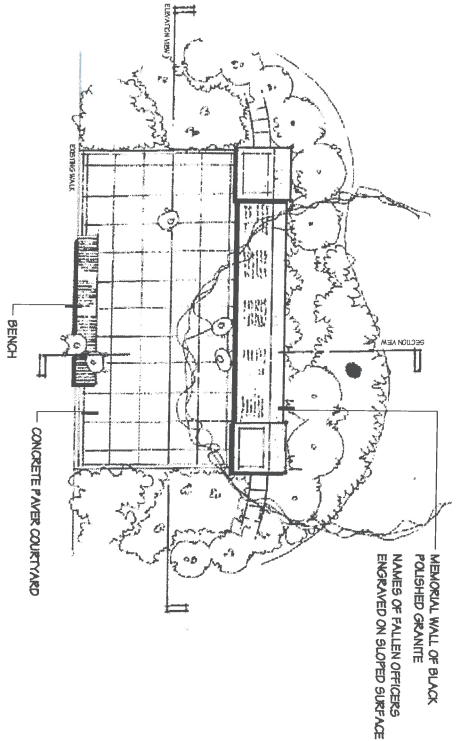
Elevation View

Scale: 1/4" = 1'-0"



Location Plan

Scale: 1" = 20'



Plan View

Scale: 1/4" = 1'-0"

CONCEPTUAL DESIGN

DATE:
October 4, 2013



Schaefer Design Associates, Inc.
LAND PLANNING & ARCHITECTURE

126 S. Main Street
Oswego, IL 60543
P: 830.551.3155
F: 830.551.3839
info@sdaill.com