



**COUNTY OF KENDALL, ILLINOIS
FACILITIES MANAGEMENT
AND TECHNOLOGY COMMITTEE
Monday, April 3, 2023 @ 4:00 p.m.**

**County Office Building; 111 W. Fox Street
2nd Floor Board Room; Yorkville IL**

MEETING AGENDA

- 1. Roll Call and Determination of a Quorum**
Brian DeBolt – Chair
Zach Bachmann
Matt Kellogg
Jason Peterson
Brooke Shanley
- 2. Approval of Agenda**
- 3. Approval of February 6, 2023 Minutes**
- 4. Public Comment**
- 5. Status Reports**
 - A. Fiscal Year 2023 Capital Projects & Major Repairs
 1. Courthouse Roof Replacement Project
 2. Historic Courthouse HVAC Replacement Project
 3. Court Technology Modernization Program Grant: \$622,434
- 6. Old Business/ Project Updates**
 - A. Phase 1 Update/Bid Approval Plan
 - B. Phase 2 Update/Firehouse Purchase
 - C. Kendall Area Transit Facility Update
 - D. Connect Kendall County Commission
- 7. New Business/Projects**
 - A. Recommendation to promote Brad Hanna from Maintenance I technician to Maintenance II
 - B. Discussion & Approval re: a New Process for County Lease Renewals
 - C. Discussion re: Capital Improvements to County Office Building (111 W. Fox) prior to Phase 2 Remodel
 - D. Discussion re: Boiler Repair/Replacement at the County Office Building
 - E. Discussion & Approval re: Replacement of Air Conditioning Equipment for Server Room in the Health & Human Services Building
- 8. Chair Report**
- 9. Executive Session**
- 10. Other Business**
- 11. Public Comment**
- 12. Questions from the Media**
- 13. Adjournment**

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

**COUNTY OF KENDALL, ILLINOIS
FACILITIES MANAGEMENT COMMITTEE
Meeting Minutes for Monday, February 6, 2023**

Call to Order – Committee Chair Brian DeBolt called the Facilities Management Committee to order at 4:00 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Bachmann, Zach	Here		
DeBolt, Brian	Here		
Kellogg, Matt	Yes		
Peterson, Jason	Here		
Shanley, Brooke			

Others Present – County Administrator Scott Koeppel, Facilities Director Dan Polvere, Assistant Facilities Director Luke Prisco, Deputy Director Meagan Briganti

Approval of Agenda - Member Kellogg made a motion to approve the agenda, second by Member Peterson. **With four members present voting aye, the motion carried by a vote of 4-0.**

Approval of January 9, 2023 Meeting Minutes – Member Peterson made a motion to approve the January 9, 2023 meeting minutes, second by Member Kellogg. **With four members present voting aye, the motion carried by a vote of 4-0.**

Public Comment - None

Status Reports

- ***FY 2023 Capital Project List*** – Dan Polvere, Director of Facilities Management updated the committee the list of capital projects and procurements for the county departments/buildings for the 2023 fiscal year.
- ***Discussion re: Courthouse Roof Replacement Project*** – Facilities Director Polvere presented to the committee the bid results and the benefits of completing the remaining courthouse roof replacement project instead of breaking it into sections over the next few years. To complete the project this year, the issue will need to be forwarded to finance to request an increase on the budget item. Motion to forward the entire roof project and the alternate to finance by Member Bachmann. Second by Member Peterson. **All members present voting aye, Motion Approved.**

Old Business/Project Updates

- A. ***Update regarding the purchase of 101 W. Fox parcels*** – Facilities Director Polvere informed the committee the one of the parcels closed with no issues on the 1st. The two remaining parcels will be closing on May 1st.
- B. ***Status of the 107 W. Fox Project*** – Facilities Director Polvere stated 107 W Fox street is the possible new address of the new building on the Fox street campus. Polvere stated the project is moving forward; Meetings with County Clerk Gillette and her staff, architects/engineers, technology and the fire department on floorplans, data jack wiring/placement and sprinkler systems have been completed.
- C. ***Cordogan Clark March 7th presentation to Board re: 107 W. Fox details*** – Brian Kronewitter from Cordogan Clark updated the committee on the phase 2 progress and rendering designs of the campus, which will be presented to the full county board at the March 7, 2023 meeting.

- D. **Update regarding the Kendall Area Transit (KAT) Project** – Director Polvere informed the committee the information was submitted to the Illinois Department of Transportation to sole source the architect for this project. IDOT requested more information which will be submitted later this week.

New Business/Projects

- A. **Discussion regarding Cordogan Clark phase 2 conceptualization & Budget Proposal** – Motion to forward to the full county board Approval of the Cordogan Clark Phase 2 Conceptualization & Budget Proposal not to exceed \$60,000.00 by Member Kellogg. Second by Member Peterson. **All members present voting aye, Motion Approved.**
- B. **Discussion regarding the use of public sector procurement process to source a Back-up Generator for the 107 W. Fox Project** – Brian Kronewitter from Cordogan Clark informed the committee part of the needs for the new building is a generator; which lead times are approximately twelve (12) months out. Mr. Kronewitter believes the generator can be purchased through a co-op program to expedite the process.
- C. **Discussion re: procurement of a new work order system: Limble CMMS (computerized maintenance management system)** – Facilities Director Polvere presented to the committee the need to upgrade the current work order system. Polvere promoted the benefits of the information on the equipment and assets that can be stored within the system such as warranty information, mapping, vender and part’s information, equipment manuals. Polvere stated this will aid to keep the continuity of the department. Polvere continued to explain the benefits and features of the new program. Assistant Director Prisco researched many programs available and concluded this program has all the features needed and will benefit the county the most. Prisco will oversee the implementation of the project.
- D. **Broadband Informational update: Connect Kendall County Commission** – Member Bachmann informed the committee the new Connect Kendall County Commission “CKCC” committee was created to expand broadband to the residents of Kendall County. This committee will have two (2) board members along with a few members from the community who have technology and/or business experience. The most needed area for broadband service is in District 1. Member Bachmann stated interviews for public positions should be complete by March. County Administrator Koeppel explained the process for obtaining the grants and broadband companies and their roles for this process.

Chair Report - None

Executive Session – Member Peterson made a motion to enter into 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 semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2/21, second by Member Bachmann.

Roll Call Vote

Attendee	Status
DeBolt, Brian	Yes
Bachmann, Zach	Yes
Peterson, Jason	Yes
Kellogg, Matt	Yes

With members DeBolt, Bachmann, Peterson and Kellogg voting aye, the committee entered Executive Session at 4:54 p.m. by a vote of 4-0.

With four members in agreement, the committee reconvened in Open Session at 5:03 p.m.

Other Business – None

Public Comment – None

Questions from the Media – None

Adjournment – Member Peterson made a motion to adjourn the Facilities Committee meeting, Member Bachmann seconded the motion. **With four members present voting aye, the meeting was adjourned at 5:04 p.m. by a vote of 4-0.**

Respectfully submitted,

Christina Wald
Administrative Assistant and Recording Clerk

FACILITIES MANAGEMENT
 FY 2023 Capital Project Procurement List: 3/30/23

	Budget	Status
<u>Public Safety Center</u>		
Procure & Install (9) Food-pass Cut-in Kits	\$22,563	Kits have arrived. Locks scheduled for April delivery
Replace (2) Ranges in the Jail Kitchen	\$14,000	Aramark to Provide Recommendations
<u>Courthouse</u>		
Replace Defective/Recalled Sprinkler heads	\$8,000	Work to begin on Saturday, 2/11
Courts Technology Modernization	\$300,000	Working on Procurement Options
Jury Assembly A/V System Upgrades	\$50,000	Working on Procurement Options
ADA Lift Replacement for Courtroom #112	\$30,000	Part of ADA Review
Probation Space Build-out	\$60,000	Reviewing Design Options
Probation Space FF&E	\$13,000	Reviewing Design Options
Partial Roof Replacement	\$615,000	Pre-con, Background Checks, Permit, April Start Date
Storage Build-out @ Dumpster Area	\$6,500	In Design Phase
Office Chairs & Files @ Public Defender	\$6,840	Delivered: Project Complete
Orders of Protection Station Privacy Wall	\$15,000	Installed on 2/1/23: Project Complete
Office Chairs @ Probation	\$15,000	Delivered: Project Complete
Stand-up Desks @ Probation	\$3,000	Delivered: Project Complete
<u>Health & Human Services</u>		
Heat Panels for Offices w/Exterior Walls	\$2,700	Researching Alternate Options
<u>County Office Building</u>		
Boardroom Speaker System Additions	\$4,500	Design & Quotes Approved. Waiting for Equipment & Install date
<u>Historic Courthouse</u>		
Replace HVAC Systems for 2 nd Floor Spaces	\$275,000	Design Options Under Review
Replace Membrane on (2) Flat Roofs	\$100,000	Design Options Under Review
Repair Water Damage in ROE	\$5,000	Further Investigating Source of Water
<u>Facilities/Coroner Building & John Street Campus</u>		
Tractor w/snow removal implement	\$25,000	Purchased: Project Complete
Pavement Repairs & Sealcoating	\$35,000	Spring/Summer Project
Facilities Maintenance Vehicle	\$56,000	Search Continues via Government Co-ops
Detention Pond Remediation	\$10,000	In Planning Stage
Fiber Replacement (PSC to HHS, PSC to CH)	\$59,000	In Planning Stage
<u>Animal Control</u>		
Replace Existing Fence/Gate on West Side	\$8,500	Spring/Summer Project
Install Additional Dog Run Enclosure	\$11,000	Spring/Summer Project

Brad Hanna Promotion Request

Current Maintenance I Salaries	
Bruce Orstead	63,466
Bradley Hanna	54,571
John Lacek	53,353
William Hardman	63,466
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<i>Maintenance I Total</i>	<i>\$ 234,856.00</i>

Proposed Maintenance I Salaries	
Bruce Orstead	63,466
<i>Moved to Maintenance II</i>	
John Lacek	53,353
William Hardman	63,466
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<i>Maintenance I Total</i>	<i>\$ 180,285.00</i>

Current Maintenance II Salaries	
-	-
Douglas Harrington	73,274
Merril Thurow	81,694
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<i>Maintenance II Total</i>	<i>\$ 154,968.00</i>

Proposed Maintenance II Salaries	
Bradley Hanna	65,823
Douglas Harrington	73,274
Merril Thurow	81,694
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<i>Maintenance II Total</i>	<i>\$ 220,790.80</i>

Current Salary Total	\$ 389,824.00
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Proposed Salary Total	\$ 401,075.80
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Total Increase	\$ 11,251.80
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Starting Maintenance I	\$ 42,674.10
Starting Maintenance II	\$ 53,925.90
Difference	\$ 11,251.80

Kendall County Property Leases

	Term	Expires	1st Extension	2nd Extension	New Lease Date
CASA	1 Year Lease	12/31/2022	01/01/2023-12/31/2023	01/01/2024-12/31/2024	Wednesday, January 1, 2025
Kendall County Housing Authority (and MOU)	2 Year Lease	7/31/2021	08/01/2021-07/31/2022	08/01/2022-07/31/2023	Tuesday, August 1, 2023
KC Workforce Development	1 Year Lease	12/31/2022	01/01/2023-12/31/2023	01/01/2024-12/31/2024	Wednesday, January 1, 2025
Mutual Ground (and MOU)	2 Year Lease	11/30/2021	12/01/2021-11/30/2022	12/1/2022-11/30/2023	Friday, December 1, 2023

Rationale to Replace existing Hydrotherm KN-6 boiler at County Office Building with a Lochinvar Boiler

Current Hydrotherm KN-6 Boiler

- Unit is not the proper equipment for intended use.
- It's heat exchanger was changed out less than 3 years ago plus electronic upgrades were made to make the boiler function correctly to fit the building's needs.
- Current burner ran so hot that it melted the top shroud.
- Unit has backfired on Techs attempting to restart it.
- Burner cost replacement is estimated at approximately \$5,000.
- Boiler is cast iron and prone to rust. Techs removed amounts of rust that would fill a coffee can several times.
- For proper preventative maintenance, the unit must be opened up yearly, inspected, cleaned & parts replaced (\$3,000-\$4,000 service).

Lochinvar Boiler

- 600K btu 98% efficiency matches current unit.
- Unit has Stainless steel fire tubes. Great heat transfer and no rust.
- Modulating burner which means fewer starts and stops, less wear and tear on equipment.
- Burner will go into high fire on startup and modulate for demand afterwards.
- Copper fin heat exchanger compared to cast iron with a 10-year warranty.
- In Stock and readily available, no wait time.
- Same footing and occupies same space as existing.
- Will operate over a wide range of flow rates which will reduce installation cost.
- Designed specifically for the purpose intended.
- Annual maintenance can be done in-house.
- Auto Adjustable flow rate meaning better response too heat demand.
- Has a mobile app so Tech can pull system up on phone to make adjustments, if needed, or just to check system. Resulting in better response time.
- System can possibly pay for itself on gas usage within 4 years.
- New controls on unit would benefit maintenance tech/department.

Recommendation to replace the Air Conditioning unit at the Health & Human Services Building that serves the main IT Server Room for the County:

Rationale

- 1) The IT server room a/c unit is original to the building.
- 2) The building was built in 2003 which makes the unit 20 years old. The unit is old enough that it would not be practical to put more money into repairing the system.
- 3) The current unit needs repairs to its humidification system. Due to the age of the unit the water tank has corroded connections (internal) and a hole in the tank causing leaking.
- 4) The unit is charged with R22, a refrigerant that has been phased out as of January of this year. To charge the system with this coolant is very expensive and sold by the ounce.
- 5) Recently, in December, 2022 we had issues with the unit freezing (coils freezing due to lack of refrigerant).
- 6) The unit is located in the middle of the ceiling in the IT room and poses an issue when frozen coils thaw out or the humidification system overflows possibly causing damage to servers.
- 7) When the single unit goes down (quits working) emergency measures are needed to cool the area so the servers do not crash.
- 8) The new units will be more efficient and will allow for redundancy. If one unit quits working the second unit will be able to cool the area and prevent servers crashing.
- 9) The new units will be mounted on opposing walls so in the event of any kind of leakage the servers will in no way be damaged.

Cost Estimate

\$41,000: Via Helm/Equalis PQN #: 6149706

+ 10% Contingency

\$45,100 Budget Request