



**COUNTY OF KENDALL, ILLINOIS  
FACILITIES MANAGEMENT  
AND TECHNOLOGY COMMITTEE  
Monday, October 2, 2023 @ 4:00 p.m.**

**County Office Building; 111 W. Fox Street  
2<sup>nd</sup> 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 June 5, 2023 Minutes**
- 4. Public Comment**
- 5. Status Reports**
  - A. Fiscal Year 2023 Capital Projects & Major Repairs
    1. Historic Courthouse 3<sup>rd</sup> Floor HVAC & Controls Replacement
    2. Historic Courthouse 2<sup>nd</sup> Floor Flat Roof Membrane Replacement
    3. Courtrooms and Jury Assembly Room Technology Modernization Project
    4. Probation Build-out of (5) Offices (w/Furniture) and Hand Sink install at Public Defender's Office
- 6. Old Business/ Project Updates**
  - A. Phase 1 Status Update
  - B. Kendall Area Transit Facility Update
- 7. New Business/Projects**
  - A. Discussion re: Replacement of (2) Hot Water Boilers in Public Safety Center
- 8. GIS Department Report**
- 9. Chair Report**
  - A. Presentation/Discussion with Progressive Business Solutions at October 12<sup>th</sup> COW re: Solar Field performance and FY 2024 Gas & Electric Rates/Budget.
- 10. Executive Session: 5 ILCS 120/2(c)(21) Discussion of minutes of meetings lawfully closed under this 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.**
- 11. Other Business**
- 12. Public Comment**
- 13. Questions from the Media**
- 14. Adjournment**

**COUNTY OF KENDALL, ILLINOIS**  
**FACILITIES MANAGEMENT COMMITTEE**  
**Meeting Minutes for Monday, June 5, 2023**

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

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Bachmann, Zach	Here		
DeBolt, Brian	Here		
Kellogg, Matt	Yes		
Peterson, Jason	Present		
Shanley, Brooke	Here		

**Others Present** – Facilities Director Dan Polvere, Assistant Facilities Director Luke Prisco, Deputy Director Meagan Briganti

**Approval of Agenda** - Member Peterson made a motion to approve the agenda, second by Member Bachmann. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Approval of April 3, 2023, Meeting Minutes** – Member Kellogg made a motion to approve the April 3, 2023, meeting minutes, second by Member Bachmann. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Public Comment** - None

**Status Reports**

**FY 2023 Capital Project & Major Repairs** - Report included in the packet.

- **Courthouse Roof Replacement Project** – Facilities Director Polvere stated courthouse roof replacement was completed last week. Lightening detection was also installed. Project came in under budget.
- **Court Technology Modernization Program Grant** – Director Polvere informed the committee a \$622,500 grant from the state of Illinois for this project. Project consists of updating 6 courtrooms with audio/visual components along with new cameras.
- **Limble Computerized Maintenance Management System** – Assistant Facilities Director Luke Prisco stated the first month of usage went well and the old work order system is no longer utilized.

**Old Business/Project Updates**

- A. **Phase 1 Update/Bid Approval Plan** – Polvere reported the demo bid package for the Annex was approved by the board. The process to remove the lead and asbestos will begin on Wednesday. Demo will begin next week Monday.
- B. **Phase 2 Update/Firehouse Purchase** – Polvere informed closing on Friday was complete and went well. The purchase included the 3 parcel lots. On May 25<sup>th</sup> 44 total bid packages were submitted. Cordogan Clark is doing their due diligence on these packages. 3 bid packages still remain open. Polvere stated packages will be presented at the June 23, 2023 board meeting.
- C. **Kendall Area Transit Facility Updates** – Polvere updated the committee IDOT stated Cordogan Clark could be used on the project but Kendall County needs to submit documentation on Cordogan Clark’s selection process. IDOT is also requesting Kendall County complete the pre award concurrence request. Polvere stated the document gathering is in process.

**New Business/Projects**

- A. ***Discussion & Approval re: Replacement of HVAC Equipment at the Historic Courthouse by Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$271,500.*** – Polvere informed the committee the need to update the equipment on site. Polvere stated this will be done under the co-op contracts that we have done over the past few years on previous buildings. Polvere brought Trane and Helm to review and quote the project. Polvere stated Helm had the best solution and cost for the project. This project was approved in the 2023 capital budget. Motion to forward to the full county board Approval of the ***Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$271,500*** by Member Bachmann. Second by Member Peterson. **All members present voting aye, Motion Approved.**
- B. ***Discussion & Approval of Renewal Contract for NearMap*** – Meagan Briganti, Deputy Technology Director informed the committee the usage of NearMap to the county. Briganti stated the four (4) year renewal contract only increased by \$1,500.00. Motion to approve the renewal of NearMap contract and move to the full county board by Member Kellogg. Second by Member Bahmann. **All members present voting aye, Motion Approved.**

**Chair Report** - None

**Executive Session** – None

**Other Business** – None

**Public Comment** – None

**Questions from the Media** – None

**Adjournment** – Member Shanley made a motion to adjourn the Facilities Committee meeting. Member Peterson seconded the motion. **With five members present voting aye, the meeting was adjourned at 4:52 p.m. by a vote of 5-0.**

Respectfully submitted,

Christina Wald  
Administrative Assistant and Recording Clerk

FACILITIES MANAGEMENT  
FY 2023 Capital Project Procurement List: 9/28/23

	<b>Budget</b>	<b>Status</b>
<b><u>Public Safety Center</u></b>		
Procure & Install (9) Food-pass Cut-in Kits	\$22,563	Installation Complete
Replace (2) Ranges in the Jail Kitchen	\$14,000	Aramark to Provide Recommendations
<b><u>Courthouse</u></b>		
Replace Defective/Recalled Sprinkler heads	\$8,000	Work is Complete
Courts Technology Modernization	\$300,000	Coordinating Procurement & Installation Logistics with Thompson Electrtonics
Jury Assembly A/V System Upgrades	\$50,000	Coordinating Procurement & Installation Logistics with Thompson Electrtonics
ADA Lift Replacement for Courtroom #112	\$30,000	Part of ADA Review
Probation Space Build-out	\$60,000	Finalizing Design Options
Probation Space FF&E	\$13,000	Finalizing Design Options
Partial Roof Replacement	\$615,000	Roof Replacment & Lightning Protection Re-install Complete
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
<b><u>Health &amp; Human Services</u></b>		
Heat Panels for Offices w/Exterior Walls	\$2,700	Researching Alternate Options
<b><u>County Office Building</u></b>		
Boardroom Speaker System Additions	\$4,500	Installation Complete
<b><u>Historic Courthouse</u></b>		
Replace HVAC Systems for 2 <sup>nd</sup> Floor Spaces	\$275,000	Installation in Progress
Replace Membrane on (2) Flat Roofs	\$100,000	Design Options Under Review
Repair Water Damage in ROE	\$5,000	Further Investigating Source of Water & Smell
<b><u>Facilities/Coroner Building &amp; John Street Campus</u></b>		
Tractor w/snow removal implement	\$25,000	Purchased: Project Complete
Pavement Repairs & Sealcoating	\$35,000	Fall Project
Facilities Maintenance Vehicle	\$56,000	New Van has been ordered via a Government Co-op
Detention Pond Remediation	\$10,000	Annual Management In Process
Fiber Replacement (PSC to HHS, PSC to CH)	\$59,000	Scope of Work Under Review with IT
<b><u>Animal Control</u></b>		
Replace Existing Fence/Gate on West Side	\$8,500	Animal Control to determine if this project proceeds
Install Additional Dog Run Enclosure	\$11,000	Animal Control to determine if this project proceeds