



**COUNTY OF KENDALL, ILLINOIS**  
**COMMITTEE OF THE WHOLE**  
**Kendall County Office Building, 111 W. Fox Street**  
**County Board Room 209, Yorkville, IL 60560**  
**Thursday December 14, 2023, at 4:00pm**  
**MEETING AGENDA**

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call:** Matt Kellogg (Chairman), Scott Gengler (Vice-Chair), Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley, Seth Wormley
- 3. Approval of Agenda**
- 4. Approval of Claims**
- 5. New Committee Business**
  - A. **MOTION (Fwd to 12/19 CB Mtg)** Approval of Revised Section 8.1 (Personal and Banked Sick Leave Policy)
  - B. **MOTION (Fwd to 12/19 CB Mtg)** Approval of Ordinance Regarding Paid Leave for Workers Act
  - C. **MOTION (Fwd to 12/19 CB Mtg)** COB II Construction Update/Contingency Reduction – Lite Construction: \$2,139,908 (\$6,000 increase, \$630 reduction), Plainfield Grading: \$50,412 (\$825 reduction), Abbey Paving: \$407,555 (\$2,035 increase)
- 6. Old Committee Business**
- 7. Department Head and Elected Official Reports**
  - A. Facilities Management Project Update
- 8. Public Comment**
- 9. Questions from the Media**
- 10. Chairman's Report**
  - **Boards and Commission Re-Appointments:**
    - Audra Hendrix – Ethics Commission – 2-year term – December 2025
    - Crystal Steinbach - Ethics Commission – 2-year term -December 2025
    - Russ Corneils - Ethics Commission - 2-year term – December 2025
    - Claire M. Wilson – Regional Plan Commission (Seward Twp) - 3-year term – December 2026
    - Dr. John Gleason – Board of Health – 3-year term- December 2026
- 11. Action Items for County Board**
  - A. **Items for Consent Agenda**
  - B. **Items under Committee Business**
- 12. Executive Session**
- 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*



# Kendall County Agenda Briefing

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**Meeting Type:** Committee of the Whole  
**Meeting Date:** 12/14/2023  
**Subject:** Ordinance Regarding Paid Leave for Workers Act and Revised Section 8.1 (Personal and Banked Sick Leave Policy) in the Kendall County Employee Handbook  
**Prepared by:** Leslie Johnson, Human Resources Director  
**Department:** Human Resources Department

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**Action Requested:**

Discussion of Revised Section 8.1 (Personal and Banked Sick Leave Policy)

Discussion of Ordinance Regarding Paid Leave for Workers Act

**Board/Committee Review:**

N/A

**Fiscal impact:**

none

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**Background and Discussion:**

The Paid Leave for All Workers Act (the “Act”) becomes effective on January 1, 2024. The Act requires employers to provide 40 hours of paid leave to full-time employees per 12-month period and a pro-rata amount to part-time, seasonal, and temporary employees.

**A. “Qualified Pre-Existing Paid Leave Policy” Exception**

The Illinois Department of Labor (“IDOL”) recently issued proposed rules and FAQ’s regarding the Act. In their proposed rules and FAQ’s, it states employers do not need to comply with all requirements of the Act if they adopt a “qualifying pre-existing paid leave policy” before January 1, 2024. To be a “qualifying pre-existing paid leave policy”, the policy must (a) provide at least 40 hours of paid leave to all full-time employees (and a pro rata amount for part-time, seasonal, and temporary employees) and (b) allow the leave to be taken for any reason of the employee’s choosing. However, if the employer makes any changes to their qualified pre-existing policy after January 1<sup>st</sup>, the policy will then become subject to all requirements of the Act.

Kendall County currently offers paid personal leave for full-time employees and part-time employees. It does *not* currently provide paid leave for seasonal and temporary employees. As such, the attached revised Personal and Banked Sick Leave Policy provides paid personal leave to

temporary and seasonal employees, so this policy qualifies as a “qualified pre-existing paid leave policy”.

**B. County Ordinance Exemption**

Section 15(p) of the Act and IDOL proposed rules also state, in relevant part, the Act does not apply to an employer who is covered by a municipal or county ordinance that is in effect before January 1, 2024, if the ordinance provides paid leave benefits that are equal or greater to what is required by the Act. Unlike the “qualified pre-existing paid leave policy” exception, a local ordinance (like the one attached herein) can also provide the employer with the flexibility to amend its policies after January 1, 2024, without destroying its exempt status under the Act.

After approval of the Revised Personal and Banked Sick Leave Policy, the Kendall County Board could then pass the attached Ordinance contemplated by Section 15(p) of the Act. This proposed ordinance does *not* affect the rights and responsibilities of non-Kendall County employees under the Act.

The Personal and Banked Sick Leave Policy was on the agenda for the December 4, 2023, Human Resources & Insurance Committee meeting. However, the meeting was cancelled due to lack of quorum.

**Staff Recommendation:**

Forward (1) Revised Section 8.1 - Personal and Banked Sick Leave Policy and (2) Ordinance Regarding Paid Leave for Workers Act for approval at 12/19/23 County Board meeting.

**Attachments:**

1. Section 8.1 – Personal and Banked Sick Leave Policy
2. Ordinance Regarding Paid Leave for Workers Act

<b>Section 8.1</b>	<b>Personal and Banked Sick Leave</b>
<u>Effective Date:</u> 09/01/2022	<u>Source Doc/Dep.:</u> None/HR
<u>Last Amended Date:</u> TBD	

**Section 8.1 PERSONAL AND BANKED SICK LEAVE**

Pursuant to the terms of this policy, the Employer provides paid personal leave and banked sick leave to eligible employees (as defined below).<sup>1</sup>

**A. DEFINITIONS**

**1. Eligible Employees**

For purposes of this policy, “eligible employees” includes all full-time, part-time, temporary, and seasonal employees. Personal leave and banked sick leave is not available to unpaid interns, unpaid volunteers, County Board members, and appointed board/committee members.

If an employee has any questions regarding their eligibility for personal leave and/or banked sick leave, they should contact their Designated HR Representative.

**2. Workday**

For purposes of this policy, a “workday” is the average number of hours an eligible employee is regularly scheduled to work in a workday. So, for example, if the eligible employee regularly works a seven and one-half (7½) hour workday, the eligible employee’s “workday” for purposes of this policy will be 7.5 hours of personal leave.

**B. PERSONAL LEAVE**

**1. Accrual of Personal Leave**

On December 1<sup>st</sup> of each year of employment, eligible employees will receive the equivalent of one (1) workday of paid personal leave per month they are budgeted to work during the fiscal year. Examples of this calculation are as follows:

- A full-time employee who is budgeted to work an average of 7.5 hours each workday during the fiscal year would receive 90 hours of personal leave on December 1<sup>st</sup> of the fiscal year.

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<sup>1</sup> For purposes of the Illinois Paid Leave for All Workers Act (820 ILCS 192/1 et seq.), this policy is considered a “qualified pre-existing paid leave policy” adopted prior to January 1, 2024.

- A part-time employee who is budgeted to work an average of 4 hours each workday during the fiscal year would receive 48 hours of personal leave on December 1<sup>st</sup> of the fiscal year.
- A temporary seasonal employee who is budgeted to work an average of 4 hours each workday for only 3 months of the fiscal year would receive 12 hours of personal leave during the fiscal year.

An eligible employee who is on FMLA leave or some other form of approved leave on December 1<sup>st</sup> will still be eligible to receive their paid personal leave days for the fiscal year on December 1<sup>st</sup>.

If an employee becomes an “eligible employee” after December 1<sup>st</sup>, the eligible employee shall receive a pro rata amount of personal leave based upon the month they became an eligible employee. For example, if a full-time employee begins employment on June 21, the eligible employee would receive five (5) workdays of paid personal leave for the remainder of the fiscal year.

## **2. Use of Personal Leave**

Personal leave may be used for any purpose, subject to the provisions in this policy. An employee is not required to provide the Employer with a reason for taking personal leave. The Employer will not require the employee to provide documentation or certification of the reason that personal leave was taken. An employee is not required to search for or find a replacement worker to cover the hours during which the employee will take personal leave.

Eligible employees may take personal leave in increments as small as thirty (30) minutes. Eligible employees shall be paid their regular hourly rate of pay for personal leave.

## **3. Trading Personal Leave**

Non-probationary eligible employees have the option of trading up to a maximum of twelve (12) workdays of their current, unused personal leave for one-fourth (1/4) of their daily pay rate of the fiscal year of accrual.

Application for this trade must be made in writing no later than October 31 of the fiscal year. Non-probationary eligible employees wishing to trade their unused personal leave days must request this in writing from their Executive. The Executive will certify the number of personal leave days the non-probationary eligible employee is entitled to trade and submit this information in writing to the Kendall County Treasurer’s Office.

If the eligible employee uses any of these personal days after this trade and prior to the first day of the next fiscal year, they will be deducted from the next fiscal year’s twelve (12) personal days.

## C. BANKED SICK LEAVE

### 1. Carryover of Accrued, Unused Personal Leave

Accrued personal leave that is not used or traded on or before the last day of the fiscal year it is earned may be carried over by eligible employees to the next fiscal year but may only be carried over as accrued banked sick leave (not personal leave).

### 2. Use of Banked Sick Leave

Banked sick leave may only be used after all personal leave days granted in the active fiscal year have been exhausted.

Accrued banked sick leave may only be used for one or more of the following reasons:

- The eligible employee is sufficiently ill so that good judgment would determine it best not to report to work;
- The eligible employee cannot report to work due to an illness or injury not arising out of or in the course of their employment;
- The eligible employee is absent due to an illness, injury, or medical appointment of the eligible employee or their spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent for reasonable periods of time as the eligible employee's attendance may be necessary; and/or
- The eligible employee is absent due to an FMLA qualifying reason, and the eligible employee is concurrently using FMLA leave for the absence.

Banked sick leave can be accumulated up to a sum not to exceed two hundred forty (240) banked sick leave days.

Eligible employees may take banked sick leave in increments as small as thirty (30) minutes. Eligible employees shall be paid their regular hourly rate of pay for banked sick leave.

## D. NOTIFICATION AND APPROVAL TO USE ACCRUED PERSONAL LEAVE AND BANKED SICK LEAVE

All requests to use personal leave and/or banked sick leave should be submitted in writing to the eligible employee's Executive or Executive's designee (collectively referred to as "Executive") for approval or denial. If the request is approved, the eligible employee should then forward the request and approval to the Designated HR Representative for recordkeeping purposes.

***If the eligible employee is requesting to use accrued personal leave and/or banked sick leave for an unforeseeable absence (e.g., the eligible employee becomes ill):*** The eligible employee should call Designated HR Representative or their Executive and request the time off as soon as possible **but no later than one (1) hour prior to the start**

of their work shift, unless such notice is not practical and/or such notice requirement has been waived by the Executive.

***If the eligible employee is requesting to use accrued personal leave and/or banked sick leave for a foreseeable absence (e.g., to attend a medical, optical or dental examination appointment or treatment or any other type of foreseeable absence):***

The eligible employee should submit their request for time off in writing to their Executive as soon as possible **but no later than twenty four (24) hours prior to the start of their work shift**, unless such notice is not practical and/or such notice requirement has been waived by their Executive.

All requests to use accrued personal leave and/or banked sick leave should be made to create minimal disruption of work schedules and regular business operations if possible. All requests to use accrued personal leave and/or banked sick leave should include the eligible employee's best estimate of the duration of the absence, if possible.

Use of personal leave and/or banked sick leave is subject to approval by the eligible employee's Executive. The Executive may deny an eligible employee's request to use personal leave and/or banked sick leave if granting such leave would significantly impact business operations. The following is an illustrative (not exhaustive) list of reasons why requests to use personal leave and/or banked sick leave may be denied:

- (1) Staffing would fall below minimum levels necessary to provide effective public service;
- (2) Emergency circumstances exist requiring employee attendance; and/or
- (3) Employee absence would hamper the Employer's ability to meet critical workflow obligations or deadlines.

Disapproved personal leave and/or banked sick leave requests will be promptly returned to the eligible employee with an explanation for the denial of the time off request.

The eligible employee must promptly report their absences charged to accrued personal leave and/or banked sick leave in writing to their Executive and the Designated HR Representative for recordkeeping purposes.

## **E. SEPARATION OF EMPLOYMENT**

Upon separation of employment, the eligible employee is not entitled to any additional compensation for any unused personal leave days in the current year and for any accrued banked sick days from prior fiscal years. However, retiring IMRF members, 55 years of age and older, may qualify for a maximum of up to one (1) year of additional pension service credit for accrued, unused banked sick leave accumulated at the rate of one (1) month of IMRF pension service credit for every twenty (20) days of accrued, unused banked sick leave or fraction thereof.

# COUNTY OF KENDALL, ILLINOIS

## Ordinance 23-\_\_\_\_\_

### AN ORDINANCE REGARDING THE PAID LEAVE FOR ALL WORKERS ACT

**WHEREAS**, on or about March 12, 2023, Governor JB Pritzker signed into law the Paid Leave for All Workers Act (820 ILCS 192/1 *et seq.*) (the “Act”); and

**WHEREAS**, effective January 1, 2024, the Act requires an employer to provide certain paid leave to their employees, unless the employer is subject to an existing municipal or county ordinance that requires the employer to provide any form of paid leave to their employees; and

**WHEREAS**, the County, in the passage of this Ordinance, is exercising the County’s statutory rights pursuant to the Act for Kendall County government employees; and

**WHEREAS**, the Kendall County Board finds that passage of this Ordinance is in the public policy interest of Kendall County for employees to have some paid leave from work to maintain their health and well-being, care for their families, or use for any other reason of their choosing; and

**WHEREAS**, the Kendall County Board further finds that this Ordinance is expressly contemplated by Section 15(p) of the Act; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Kendall County Board as follows:

**SECTION 1: Recitals.** The foregoing recitals are incorporated into and made a part of this Ordinance as the findings of the Kendall County Board.

**SECTION 2: Applicability.** The provisions of this Ordinance apply only to employees of Kendall County and are not intended to affect the rights and responsibilities of non-Kendall County employees pursuant to the Act.

**SECTION 3: Paid Leave Rights.**

- a. All regular full-time employees of Kendall County will, at all times, be provided with no less than 40 hours of any form of paid leave for every consecutive 12-month period of their employment.
- b. All part-time, temporary, and seasonal paid employees of Kendall County will, at all times, be provided with no less than 1 hour of any form of paid leave for every 40 hours worked, up to 40 hours of paid leave.
- c. Kendall County, through its personnel policies and collective bargaining agreements, may make adjustments to eligibility and accrual rates for various forms of paid leave on an ongoing basis without impacting, affecting, or altering this Ordinance, but in no event shall the right to paid leave provided to employees be less than what is provided herein.



**SECTION 4: Severability.** If any section, paragraph, sentence, or clause of this Ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate, or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 5: Conflict.** All ordinance or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict, and any future changes to preexisting personnel policies and collective bargaining agreements subject to this Ordinance are hereby authorized to be done by motion or resolution.

**SECTION 6: Effective Date.** This Ordinance shall be in full force and effect upon its approval by a majority vote of the Kendall County Board.

**BE IT FURTHER ORDAINED,** that the Kendall County Clerk is hereby authorized to distribute a copy of this Ordinance to all Department Heads and Elected officials.

Approved this 19<sup>th</sup> day of December, 2023.

Attest:

\_\_\_\_\_  
Matthew Kellogg, County Board Chairman

\_\_\_\_\_  
Debbie Gillette, County Clerk and Recorder





## Kendall County Agenda Briefing

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**Meeting Type:** Committee of the Whole  
**Meeting Date:** 12/14/2023  
**Subject:** Phase 1 November Monthly Report and Contingency Reduction #3  
**Prepared by:** Dan Polvere, Facilities Director  
**Department:** Facilities

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**Action Requested:**

Review of Phase 1 Contingency Reduction No. 3

**Board/Committee Review:**

NA

**Fiscal impact:**

\$ 6,580 Reduction of Phase 1 Contingency

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**Background and Discussion:**

Progress continues on County Building 2, with work on target to complete the building envelope before Christmas. Please see Cordogan Clark's detailed report of November progress attached.

Contingency reduction No. 3 includes additional costs for temporary heat to the new facility during construction and costs associated with the completion of the two parking lots. The total request for Contingency Reduction No. 3 is \$6,580, with revised contract amounts as follows:

- Lite Construction: \$2,139,908 (\$6,000 increase, \$630 reduction)
- Plainfield Grading: \$50,412 (\$825 reduction)
- Abbey Paving: \$407,555 (\$2,035 increase)

The current available contingency is \$384,717.

**Staff Recommendation:**

Approve Motion to forward Contingency Reduction No. 3 to County Board

**Attachments:**

- Cordogan Clark November monthly report (posted in entirety online)
- Contingency Reduction No. 3 dated 12-11-2023

# CONTINGENCY REDUCTION

Owner:   
 Architect:   
 Construction Manager:   
 Contractor:   
 Field:

**PROJECT:** Phase One New Office Building

**CONTINGENCY REDUCTION #:** CR-003

**CLIENT:** Kendall County  
 111 W. Fox Street  
 Yorkville, IL 60560

**DATE:** 12/11/2023  
**CONTRACT DATE:**  
**PROJECT #:** 221071

**CONSTRUCTION**

**MANAGER:** Cordogan Clark Consulting Services  
 960 Ridgeway Avenue  
 Aurora, IL 60506

The Contract is changed as follows:

- 1. Lite Construction
  - #7: PR-006 Mailbox Credit (\$630.00)
  - Temporary Heat, Hoses & 2 units off of the fire station (Natural Gas Units) \$6,000.00
  - New Contract Amount: \$2,139,908
  
- 2. Plainfield Grading
  - Backcharge for re-staking of the curb in the south parking lot. (\$825.00)
  - New Contract Amount: \$500,412
  
- 2. Abbey Paving
  - Re-staking of the curb in the south parking lot. \$825.00
  - Temporary Striping in South Parking Lot \$605.00
  - Temporary Striping in West Parking Lot \$605.00
  - New Contract Amount: \$407,555

**SUB-TOTAL FOR CONTINGENCY REDUCTION:                    \$6,580.00**

The Original Contingency was:	\$505,200.00
Net Change by previously authorized Contingency Reductions:	\$120,483.00
The Contingency prior to this reduction was:	\$384,717.00
The Contingency will be decreased by this reduction in the amount of:	\$6,580.00
The new Contingency with this reduction will be:	<u>\$378,137.00</u>
The Contract Time will be increased by:	( 0 ) days
The date of Substantial Completion as of the date of this Contingency Reduction, therefore is:	<u>unchanged.</u>

NOTE: This Contingency Reduction does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until cost and time have been agreed by both the Owner, Contractor & Construction Manager, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE CONSTRUCTION MANAGER & OWNER.

**CONSTRUCTION MANAGER:**

Cordogan Clark Consulting Services, Inc.  
 960 Ridgeway Avenue  
 Aurora, IL 60505

By: \_\_\_\_\_

Date: \_\_\_\_\_

**OWNER:**

Kendall County  
 111 W. Fox Street  
 Yorkville, IL 60560

By: \_\_\_\_\_

Date: \_\_\_\_\_

# CHANGE ORDER

## LITE CONSTRUCTION

711 South Lake Street  
 P.O. Box 135  
 MONTGOMERY, IL 60538

(630) 896-7220  
 Fax (630) 896-1304

Number 7

TO Cordogan Clark  
 \_\_\_\_\_  
 960 Ridgeway Ave  
 \_\_\_\_\_  
 Aurora, IL 60506  
 \_\_\_\_\_

PHONE	DATE 11/21/23
JOB NAME/LOCATION Kendall County Office Building	
JOB NUMBER	JOB PHONE
EXISTING CONTRACT NO.	DATE OF EXISTING CONTRACT

We hereby agree to make the change(s) specified below:

Provide credit for material and labor to eliminate mail box cubbies.

Horizon	\$330.00
LCI Labor 2 hrs @\$150.00	\$300.00
<b>Total</b>	<b>(\$630.00)</b>

NOTE: This Change Order becomes part of and in conformance with the existing contract.

WE AGREE hereby to make the change(s) specified above at this price <input type="checkbox"/>		\$ -630	00
DATE	11/21/23	PREVIOUS CONTRACT AMOUNT	\$
AUTHORIZED SIGNATURE (CONTRACTOR)	<i>John Campbell</i>	REVISED CONTRACT TOTAL	\$

**ACCEPTED** — The above prices and specifications of this Change Order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Date of acceptance \_\_\_\_\_

Signature \_\_\_\_\_  
 (OWNER)



# Change Request

Date 11/20/23

To: Lite Construction, Inc.  
711 S Lake St  
Montgomery, IL 60538

Ship To: Job Site  
Fox Street  
Yorkville, IL

Phone (630) 896-7220

Attention : John Campbell  
Project Desc. : Kendall County Building  
Terms : n/a  
Architect : n/a

Project Id : 2023-5-19BH  
Ship Via : Our Truck  
P.O. Number : n/a  
Salesperson : Brian Hedburg

Qty	UOM	Description	Architectural Reference
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## Change Request

### CR-1 Remove Mail Unit

-1 ea Open Cubby Cabinet  
1 CR-1 Remove Mail Unit

TOTAL \$-330.23

If the above items and pricing are satisfactory, please sign, date, and return this form as soon as possible. Lead time for change orders will not begin until The Horizon Group, Inc. has received written approval. By signing this Change Order, you authorize The Horizon Group, Inc. to collect payment for these items.

ACCEPTEDBY:

(PrintName) \_\_\_\_\_

(Signature) \_\_\_\_\_

(Date) \_\_\_\_\_





**MeritCorp Group LLC**  
 4222 Meridian Parkway  
 Suite 112  
 Aurora, IL 60504  
 (630) 554-6655  
 www.meritcorp.com

**Abbey Paving & Coating Co**  
 2319 Diehl Road  
 Aurora, IL 60502

**INVOICE**

Invoice Date: 11/15/23  
 Total Amount: \$750.00  
 Number: 2023-346  
 PO Number: 51: Change Order 1  
 Terms: Due on receipt  
 Project Code: M22032B  
 Project: M22032B Kendall County Fox Campus  
 Staking - Site Work

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**Invoice Details**

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Description	Amount
51: Kendall County Fox Campus - Change Order #1 Restake	\$750.00
<b>TOTAL AMOUNT DUE</b>	<b>\$750.00</b>





**Allied Striping Inc.**

205 Hayes Dr  
Northlake, IL 60164 US  
(708) 417-5874  
ccoker\_allied@outlook.com

**INVOICE**

BILL TO  
Mark A. Luedtke  
Abbey Paving  
1949 County Line Road  
Aurora, IL

INVOICE 291  
DATE 11/13/2023  
TERMS Net 30

STREET  
101 Fox Street

CITY/STATE  
Yorkville, IL

PROJECT NAME  
101 Fox Street

DESCRIPTION	QTY	RATE	AMOUNT
<b>**STRIPING CONSISTS OF ONE COAT OF PAINT**</b>			
STALL, SINGLE LINE, REGULAR (18 FT), EA	27		0.00
STALL, HANDICAPPED W/HASH AND SYMBOL, EA	2		0.00
4 INCH LINE, L.F	136		0.00
24 INCH WIDE STOP BAR, L.F	12		0.00
LUMP SUM TOTAL, THIS SECTION OF THE PROJECT	1	550.00	550.00

All materials used in this job are guaranteed to be specified in the original RFP. Full payment is due upon completion or receipt of invoice unless otherwise specified. Please remit your payment to: Allied Striping Inc. at 205 Hayes Dr. Northlake, IL 60164. FEIN: 92-2846208.

BALANCE DUE

**\$550.00**

Phone: (630) 585-7220  
FAX: (630) 585-7216

# ABBHEY

1949 County Line Rd. • Aurora, IL 60504

## Change Order: Temporary Striping in North Parking Lot

**Submitted To:**

Ken Gleason  
Cordogan Clark  
960 Ridgeway Avenue  
Aurora, IL 60506  
Email: [kgleason@cordoganclark.com](mailto:kgleason@cordoganclark.com)

**Project:**

Kendall County Building Improvements  
111 W. Fox Street  
Yorkville, IL 60560

Phone: 630-962-2883

**Date:** December 7th, 2023

**Install temporary pavement striping at the north parking lot.**

**Add: \$605.00**

- Install temporary pavement striping on binder in north parking lot.

Prepared by:



Lee Wanatowicz – Project Estimator

Note: Above terms may be withdrawn by Abbey Paving if not accepted within 45 days.

### Acceptance of Change Order

By signing this agreement I accept the above prices, specifications and conditions. Abbey Paving is authorized to complete the work as specified and will be paid according to terms above.

Authorized Signature

Title

Date



# Kendall County Agenda Briefing

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**Meeting Type:** Committee of the Whole  
**Meeting Date:** 12/14/2023  
**Subject:** Facilities Equipment Update  
**Prepared by:** Dan Polvere, Facilities Manager  
**Department:** Facilities Management

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## Action Requested:

Presentation: Information Only

## Board/Committee Review:

- July 13, 2023 Committee of the Whole: DISCUSSION: Public Safety Center UPS Failure.
- October 12, 2023 COW: Motion (FWD to CB): Approval of the Replacement of (2) Hot Water Boilers in the Public Safety Center by Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$210,000.
- October 17, 2023 Board Meeting: Approval of the Replacement of (2) Hot Water Boilers in the Public Safety Center by Helm Service via the Equalis Group public sector purchasing cooperative. Master Agreement #R10-1132B not to exceed \$210,000.

## Fiscal impact:

- The County's FY2024 Capital Budget includes \$125,000 for the Public Safety Center UPS replacement/relocation project.

## Background and Discussion:

Staff have been working on two key projects at the Public Safety Center: replacement of the Universal Power Supply (UPS) system and two hot water boilers. The installation of the boilers is completed. The UPS replacement remains on schedule, with commissioning scheduled for December 13 and 14 and switchover to new units occurring in January.

At the October 12 Committee of the Whole, the Board inquired on the condition of the boilers in the original part of the Public Safety Center (west side). Facilities staff developed the attached spreadsheet to track the County-wide aging of critical equipment by facility. Items highlighted in green are in good condition with available replacement parts. Yellow indicates additional wear, age or potential issue with repair, while red indicates the equipment has passed its useful lifespan or replacement parts are unavailable.

At this time, none of the equipment highlighted in Red is expected to breakdown in 2024. These units have the potential to go down sooner rather than later AND if one does go down, full replacement will be required as no parts would be available.

Ongoing tracking of building equipment will help us to prepare for replacement as needed as part of the annual budget and long term capital replacement plans.

**Staff Recommendation:**

N/A

**Attachments:**

Equipment Aging spreadsheet

Building:	Equipment:	Year Installed:	Age:	Parts Available:
Animal Control				
Square Footage: 32,000	Hot Water Heater 1	2021	2 Y	
Built: 1991	Air Cooled Condensing Unit 1	2020	3 Y	
	Air Cooled Condensing Unit 2	2020	3 Y	
	Forced Air Furnace Unit 1	2020	3 Y	
	Forced Air Furnace Unit 2	2020	3 Y	
Coroner's/Facilities				
Square Footage: 4,000	Hot Water Heater 1	2022	1 Y	
Built: 2000	Roof Top Unit 1	2000	23 N	
	Air Cooled Condensing Unit 1	2000	23 N	
	Air Cooled Condensing Unit 2	2020	3 Y	
	Forced Air Furnace Unit 1	2001	22 N	
Health and Human Services				
Square Footage: 32,000	Generator	2003	20 Y	
Built: 2003	UPS 1	2003	20 Y	
	Hot Water Heater 1	2021	2 Y	
	Water Softner 1	2003	20 N	
	Intelepak 1 (Energy Efficient Rooftop Unit)	2003	20 N	
	Intelepak 2 (Energy Efficient Rooftop Unit)	2003	20 N	
	Hot Water Boiler 1	2003	20 Y	
County Office Building				
Square Footage: 21,000	Generator	1991	32 Y	
Built: 2002	Hot Water Heater 1	2012	11 Y	
	Intelepak 1 (Energy Efficient Rooftop Unit)	2013	10 Y	
	UPS 1	2003	20 N	
	Water Softener 1	2005	18 Y	
	Boiler 1	2017	6 Y	

Building:	Equipment:	Year Installed:	Age:	Parts Available:
Highway				
Square Footage: 3,500	Generator	2016	7 Y	
Built: 1964	Air Handling Unit 1	2018	5 Y	
	Forced Air Furnace Unit 1	2009	14 Y	
Historic Courthouse				
Square Footage: 21,000	Air Cooled Condensing Unit 1 (Forest Preserve)	2021	2 N	
Built: 1864	Air Cooled Condensing Unit 2 (2nd Floor)	2023	0 N	
	Air Cooled Condensing Unit 3 (2nd Floor)	2023	0 N	
	Roof Top Unit 1 (KAT)	1991	32 N	
	Roof Top Unit 2 (Meeting Room 1st Floor)	1991	32 N	
	Roof Top Unit 3 (Forest Preserve)	1991	32 N	
	Roof Top Unit 4 (ROE)	2021	2 N	
	Hot Water Heater 1 (Whole)	2004	19 N	
	Forced Air Furnace Unit 1 (2nd Floor)	2023	0 Y	
	Forced Air Furnace Unit 2 (2nd Floor)	2023	0 Y	
	Forced Air Furnace Unit 3 (2nd Floor)	2023	0 Y	
Public Safety Center				
Square Footage: 96,000	Air Handling Unit 1 (East 1st Floor to West door)	1991	32 Y	
Built: 1990	Air Handling Unit 2 (2nd Floor)	1991	32 Y	
	Air Handling Unit 3 (A,B,C,D,E Pods)	1991	32 Y	
	Air Handling Unit 4 (HA1 + 2)	1991	32 Y	
	Air Handling Unit 5 (South Pods)	2023	0 Y	
	Air Handling Unit 6 (Nurses -> Laundry)	2023	0 Y	
	Air Handling Unit 8 (EOC)	2011	12 Y	
	Air Handling Unit 9 (Kencom)	2011	12 Y	
	Air Handling Unit 10 (Date Room Kencom)	2011	12 Y	
	UPS 1	2023	0 Y	
	UPS 2	2023	0 Y	
	Chiller 1 (East and West)	2021	2 Y	
	Chiller 2 (South)	2018	5 Y	
	Hot Water Boiler 1 (East and West)	1991	32 Y	

Building:	Equipment:	Year Installed:	Age:	Parts Available:
	Hot Water Boiler 2 (East and West)	1991	32 Y	
	Hot Water Boiler 3 (South)	2023	0 Y	
	Hot Water Boiler 4 (South)	2023	0 Y	
	Hot Water Heater 1 (East and West)	1991	32 N	
	Hot Water Heater 2 (East and West)	1991	32 N	
	Hot Water Heater 3 (Kitchen)	2006	17 N	
	Hot Water Heater 4 (South)	2004	19 N	
	Hot Water Heater 5 (South)	2004	19 N	
	Hot Water Storage Tank 1 (East and West)	1991	32 N	
	Hot Water Storage Tank 2 (Kitchen)	1991	32 N	
	Hot Water Storage Tank 3 (South)	1991	32 N	
	Generator (Whole)	1991	32 Y	
	Rooftop Unit 1 (Indoor Rec)	2004	19 N	
	Walkin Condensing Cooler	1991	32 N	
	Walkin Condensing Freezer	1991	32 N	
	Water Softener 1 (Whole)	2012	11 Y	
	Water Softener 2 (Rebuilt) (Whole)	2022	1 Y	
Courthouse				
Square Footage: 184,000	Chiller 1 (Old Side)	2020	3 Y	
Built: 1998	Chiller 2 (New Side)	2013	10 Y	
	Chiller 3 (New Side)	2013	10 Y	
	Sump Pump 1 (Old Side)	1998	25 N	
	Sump Pump 2 (Old Side)	1998	25 N	
	Sump Pump 3 (Old Side)	1998	25 N	
	Sump Pump 4 (Old Side)	1998	25 N	
	Sump Pump 5 (Old Side)	1998	25 N	
	Sump Pump 6 (Old Side)	1998	25 N	
	Sanitary Ejector 1 (Old Side)	1998	25 N	
	Sanitary Ejector 2 (Old Side)	1998	25 N	
	Sanitary Ejector 3 (Old Side)	1998	25 N	
	Sanitary Ejector 4 (Old Side)	1998	25 N	
	Sanitary Ejector 5 (New Side)	2009	14 N	

Building:	Equipment:	Year Installed:	Age:	Parts Available:
	Sanitary Ejector 6 (New Side)	2009	14	N
	Sanitary Ejector 7 (New Side)	2009	14	N
	Water Softener 1 (Whole)	2009	14	N
	Water Softener 2 (Whole)	2009	14	N
	Hot Water Heater 1 (Old Side)	2022	1	Y
	Hot Water Heater 2 (New Side)	2009	14	Y
	Air Cooled Condensing Unit 1 (Data Room)	2009	14	N
	Air Cooled Condensing Unit 2 (Data Room)	2009	14	N
	Air Cooled Condensing Unit 3 (Data Room)	2009	14	N
	Air Cooled Condensing Unit 4 (Data Room)	2009	14	N
	Air Cooled Condensing Unit 5 (Data Room)	2018	5	Y
	Air Handling Unit 1 (Old Side)	1998	25	Y
	Air Handling Unit 2 (Old Side)	1998	25	Y
	Air Handling Unit 3 (New Side)	2009	14	Y
	Air Handling Unit 4 (New Side)	2009	14	Y
	Hot Water Boiler 1 (Whole)	1998	25	Y
	Hot Water Boiler 2 (Whole)	1998	25	Y
	Hot Water Boiler 3 (Whole)	2009	14	Y
	Water Booster Pump 1 (Whole)	2009	14	Y
	Generator (Whole)	2009	14	Y
	UPS 1	2009	14	Y