

BUILDING PROJECTS COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL

MINUTES OF MONDAY, OCTOBER 15, 2007

The meeting was called to order by Committee Chairman Draffkorn at 8:30 a.m. The following members were present: Sue Draffkorn, Chairman; Marie Chmiel; Nick Provenzano, and Tina Hill. John Hammerand, Marc Munaretto and Dan Ryan were absent. Also in attendance: Peter Austin, County Administrator; John Hadley, Building Operations; Pat McNulty, Health Department; Jerry Rivard, Animal Control; Cathy Link, Purchasing; Tom Burroughs, Prime Hoffman; interested public and press.

Sue Draffkorn, Chairman	
Marie Chmiel	John Hammerand
Tina Hill	Marc Munaretto
Nick Provenzano	Daniel P. Ryan

MINUTES: Ms. Chmiel made a motion, seconded by Ms. Hill, to approve the Building Projects Committee meeting minutes of September 17, 2007. The minutes were approved as submitted with a unanimous voice vote.

PUBLIC PARTICIPATION: None.

NEW BUSINESS: None.

OLD BUSINESS:

Animal Control Facility – Prime Hoffman: Mr. Burroughs provided an update to the schedule and timeline for the Animal Control Project. He noted there have been revisions to the demolition phase; Underground plumbing; and the pouring of interior concrete slabs. The anticipated substantial completion date is January 16, 2008. He reported that project is currently ahead of schedule. The masonry work has begun, roof united have been approved and cuts in the work will be made this week. Mr. Hadley stated that the kennels should be ordered as soon as possible since they would like to install these in December and it takes approximately 6 weeks delivery time. Ms. Link stated that previously the quote for the kennels was \$156,000. Through negotiations with the sole source for the type of kennels desired for the facility the estimate has decreased to \$143,000, however the budget was set at \$125,000 for this purchase. She stated there is a possibility to make up the difference if we do the installation. The kennels come with a lifetime warranty, but she was unsure if the warranty would be impacted if we do the installation. Mr. Hadley stated he does have some reservations about doing the kennel installations, since it may cause a staff shortage during a busy time of the year. The kennels will be stainless steel with bars as opposed to chain link and reinforced double panels. Such a system is currently being used in Wheeling and they are satisfied.

Members asked for an update on the FFE. Ms. Link reported that the price for the surgical table will cost around \$6,000 which is less than the estimate of \$8,000. Mr. McNulty reported that a security system could be purchased through Family Care funds. He stated that the Public Health & Human Services is moving a Resolution forward for consideration by the Finance and Audit Committee to authorize a budget line item transfer for this purchase. He noted that this is not a grant and the funds are not designated to any specific program. Ms. Chmiel stated that if the funds were not expended they would be rolled over to the General fund. Ms. Hill stated that some money from the Health Department had been anticipated, but noted that in providing funds the Health Department had set a priority instead of just adding funds to the "pot." Mr. McNulty noted that originally the security system was a supplemental request that received a 2 rating. By taking this off the supplemental requests, it would free up additional funds. Ms. Chmiel asked if consideration had been given to I.T. costs, commissioning of the building and how many exam rooms were being planned for. Mr. McNulty stated that the Health Department will provide equipment for the exam rooms as they are built-out. Ms. Hill noted that the FFE list for Animal Control appears to be currently over budget by \$4,600. Mr. Hadley stated they are looking at lower poundage for the washer/dryer units. The price for the washer/dryer should be approximately \$6,000 as opposed to original estimate of \$15,000. He stated they are making every effort to stay below the \$200,000 budget. Mr. Austin stated that I.T. costs are still being discussed and worked out. Mr. Provenzano noted that I.T. costs appear to increase monthly as last month they were estimated to be \$30,000 and now it appears they are at \$40,000. He asked how the I.T. costs would be budgeted for, noting that I.T. should be an integral part of the project. Mr. Austin noted that all the wiring for I.T. equipment has been installed and typically the operation budget would cover I.T. equipment costs.

Members then discussed the Commissioning of the Animal Control Facility. Chairman Draffkorn stated that she did not feel this building would need to be commissioned. Mr. Hadley noted that typically the commissioning should be done as

part of the original team, to do so at this time would be extra expense. He stated he is comfortable with the architect and contractor for this project and did not feel commissioning would be necessary. Ms. Chmiel disagreed stating that all

BUILDING PROJECTS COMMITTEE

Minutes of Monday, October 15, 2007

Page: 2

buildings should be commissioned. She added that she felt budgeting for I.T. costs should have been included in the budget for this project. Ms. Hill asked what would have been cut if I.T. were included. Ms. Chmiel noted that the bottom line is the budget was too low for this project. Mr. McNulty stated the department is not purchasing anything new for the Animal Control and the nursing side needs will be addressed through grants. Mr. Hadley also noted that \$40,000 is for the phone and PBX connections between the buildings. Ms. Link noted that purchasing is working with I.T. to complete the roll-out for new computers and that the new facility would be included in this lease program. Ms. Hill stated that commissioning of the building has not been budgeted for and the members need to move-on. Mr. Hadley stated consideration should be given to a County-wide policy to address building commissioning. Mr. Provenzano stated he felt it was a mistake not to Commission the building and noted at this time it appears that money is just being moved around to keep the project under budget. Mr. Hadley stated costs for commissioning would from \$25,000 to \$30,000. Ms. Chmiel supported the Commissioning. Mr. Burroughs noted there is value to Commissioning a building and recommended if it is to be done it should be as soon as possible. Mr. Provenzano stated that at the last meeting the members agreed that Commissioning was important and questioned why we would do one facility and not another. He stated that as part of the process a building should be commissioned and we owe that to our tax payers. Mr. Austin noted that staff understands the Committee's direction and will conduct additional research into the Commissioning of the facility. Ms. Link stated she may need to do an RFP commissioning of the building which could take 3 to 4 weeks.

Mr. McNulty stated that public health nursing and animal control will be located at the new facility. Although space has been allocated for Environmental Health that division will not initially move to the new facility. He stated if there is a ribbon cutting event he would like it to be scheduled after the facility is up and running. It was also noted that prior to kennel installation, the epoxy flooring must be completed. Mr. Burroughs noted that Commission could impact the schedule.

Courthouse Construction: Mr. Hadley stated this project is basically completed. Seimans is hosting an event just prior to the County Board meeting tomorrow evening at 6 p.m. which will include a tour of the boiler room. Mr. Austin stated a proposed to add a lock down room for courtrooms 103 and 104 is being reviewed. The cost of that project would be approximately \$150,000. We currently have 16 courtrooms and 15 judges and 16th judge is to be added in January. Room 104 is designed as a future courtroom.

Mr. Austin reported that there has been no decision regarding the Banford Road property and the demolition of the currently animal control building.

Change Orders: None.

EXECUTIVE SESSION: None

ADJOURNMENT

Noting no further business, Ms. Hill made a motion, seconded by Mr. Provenzano, to adjourn the meeting at 9:40 a.m. The motion carried with a unanimous voice vote.

* * * * *

:bjt