



Property Committee Agenda
Room 400, Government Center
Thursday, March 5, 2015
4:45 p.m.

1. Roll Call
2. Chairman's Approval of Minutes – February 5, 2015
3. Appearance by Members of the Public
4. Departmental Matters:
 - A. Mr. Jack Moody, Director, Facilities Management
 - 1) Items to be Presented for Action:
 - a) Request Approval of a Contract for Architectural and Engineering Services for Construction of a Federally Qualified Health Center (FQHC) on the Fairview Campus (To be distributed at meeting) 1
 - b) *EXECUTIVE SESSION:* Purchase or Lease of Real Property (5 ILCS 120/2(c)(5))
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
 - B. Bill Wasson, County Administrator
 - 1) Items to be Presented for Action:
 - a) Request for Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2014 Combined Annual Appropriation and Budget Ordinance (Property Departmental Budget Adjustments) 2-3
 - b) Request Approval of Critical Personnel Hiring Requests 4
 - 2) Items to be Presented for Information:
 - a) Special Needs Assessment for Adult Detention Facility – Update 5
 - b) General Report
 - c) Other

5. Other Business and Communications
6. Recommend Payment of Bills and Transfers, if any, to County Board
7. Adjournment



Facilities Management

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To: The Honorable Chairman and Members of the Property Committee
Mr. Bill Wasson, County Administrator

From: Jack E. Moody, CFM
Director, Facilities Management

Date: February 27, 2015

Subj: **Request Approval of a Contract for Architectural and Engineering Services for Construction of a Federally Qualified Health Center (FQHC) on the Fairview Campus**

The County entered into a Memorandum of Understanding with Chestnut Health Care for the construction of a Federally Qualified Health Center (FQHC) on County owned property located at the Fairview Park Campus of County facilities several months ago. According to the terms of the Agreement the County is responsible for engaging the services of an architect to develop a site plan and design the facility.

We solicited a Request for Qualifications (RFQ) from Architectural and Engineering firms in late November and received proposals from nine firms. County staff reviewed the proposals and selected three firms to interview on January 20, 2015.

Staff identified a firm from these three and requested a quote for performing the work. We have been actively engaged in discussions, but there are a few final details that need to be resolved. We expect to have a final contract to present to Committee on Thursday, March 5, 2015

JEM:

An EMERGENCY APPROPRIATION Ordinance
Amending the McLean County Fiscal Year 2014
Combined Annual Appropriation and Budget Ordinance

WHEREAS, the McLean County Board, on November 19, 2013, adopted the Combined Annual Appropriation and Budget Ordinance, which sets forth the revenues and expenditures deemed necessary to meet and defray all legal liabilities and expenditures to be incurred by and against the County of McLean for the 2014 Fiscal Year beginning January 1, 2014 and ending December 31, 2014; and,

WHEREAS, the following departments exceeded their total appropriation: Circuit Court (in General Fund) \$175,905.32, Jury Commission (in General Fund) \$12.44, County Coroner (in General Fund) \$50,704.97, **Facilities Management (in General Fund) \$34,174.63**, Emergency Management (in General Fund) \$1,572.54, Bloomington Elections (in General Fund) \$2,115.84, AIDS/Communicable Disease Fund \$955.90, Children's Advocacy Center \$30,793.89, Tort Judgment Fund \$427,973.97, IDPA Grant – Circuit Clerk \$10,180.01, Multidisciplinary Domestic Violence – State's Attorney \$20,120.62 & Sheriff \$4954.22, County Clerk Document Storage Fund \$3,227.37, Children's Waiting Room (Circuit Court) \$1307, **Fairview Building Fund (Facilities Management) \$12,099.28**, and Nursing Home Fund \$445,820.01, and,

WHEREAS, various other departments exceeded categorical limits, and,

WHEREAS, the Property Committee at its regular meeting on March 5, 2015, approved and recommended to the County Board an Emergency Appropriation Ordinance; now, therefore,

BE IT ORDAINED by the McLean County Board as follows:

1. That the County Auditor is directed to add (subtract) to the following appropriation:

	<u>ADOPTED/ Prev. Amend</u>	<u>ADD (SUBTRACT)</u>	<u>AMENDED</u>
Parks & Rec/Electric Service 0001-0040-0042 0795.0001	\$ 27,440	\$ 4,543	\$ 31,983
Parks & Rec/Gas Service 0001-0040-0042 0795.0002	\$ 4410	\$ 4268	\$ 8,678
Facilities Mgmt/Building & Grounds Supplies 0001-0041-0022 0625.0001	\$ 7,576	\$ 1728	\$ 9,304
Facilities Mgmt/Maint. Buildings & Grounds 0001-0041-0022 0744.0001	\$ 26,331	\$ 3748	\$ 30,079
Facilities Mgmt/Gas Service 0001-0041-0022 0795.0002	\$ 16,000	\$ 6615	\$ 22,615
Facilities Mgmt/Building & Grounds Supplies 0001-0041-0045 0625.0001	\$ 3765	\$ 2292	\$ 6057
Facilities Mgmt/Maint. Buildings & Grounds 0001-0041-0045 0744.0001	\$ 7432	\$ 21,950	\$ 29,382
Facilities Mgmt/Gas Service 0001-0041-0046 0795.0002	\$ 18,728	\$ 10,735	\$ 29,463
Facilities Mgmt/Building & Grounds Supplies 0001-0041-0049 0625.0001	\$ 5042	\$ 2200	\$ 7,242

Facilities Mgmt/Non-Contractual Services 0001-0041-0049 0773.0001	\$ -0-	\$ 2848	\$ 2848
Facilities Mgmt/Gas Service 0001-0041-0049 0795.0002	\$ 13,513	\$ 10,924	\$ 24,437
Facilities Mgmt/Cleaning Supplies 0001-0041-0050 0624.0001	\$ 54,743	\$ 29,434	\$ 84,177
Facilities Mgmt/Gas Service 0001-0041-0050 0795.0002	\$ 106,604	\$ 89,627	\$ 196,231
Facilities Mgmt/Water Service 0001-0041-0050 0795.0004	\$ 76,557	\$ 39,476	\$ 116,033
Facilities Mgmt/Building Supplies 0001-0041-0050 0625.0001	\$ 41,777	\$ 5631	\$ 47,408
Facilities Mgmt/Cleaning Supplies 0001-0041-0115 0624.0001	\$ 22,569	\$ 5724	\$ 28,293
Facilities Mgmt/Building Supplies 0001-0041-0115 0625.0001	\$ 13,926	\$ 7669	\$ 21,595
Fairview Building/Equip Maint. Contract 0360-0041-0051 0750.0001	\$ 490	\$ 13,050	\$ 13,540
Fairview Building/Electric Service 0360-0041-0051 0795.0001	\$ 1960	\$ 2800	\$ 4760
Fairview Building/Water Service 0360-0041-0051 0795.0004	\$ 196	\$ 1800	\$ 1996
PBC Lease/Interest 0161-0045-0050 0769.0001	\$ 361,290	\$ 100,068	\$ 461,358
PBC Lease/Lease/Purch Buildings 0360-0115-0115 0808.0002	\$ 282,500	\$ 42,500	\$ 325,000

2. That the County Clerk shall provide a Certified Copy of this Ordinance to the County Administrator, County Auditor, County Treasurer, and County Engineer.

ADOPTED by the McLean County Board the 17th day of March 2015.

ATTEST:

APPROVED:

Kathy Michael, Clerk of the County Board
McLean County, Illinois

Matt Sorensen, Chairman
McLean County Board



OFFICE OF THE ADMINISTRATOR

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TO: Honorable Chairman Paul Segobiano and Members, Property Committee

FROM: Hannah Eisner, Assistant County Administrator

DATE: February 25, 2015, Hannah Eisner

RE: Critical Personnel Hiring Requests

The following is a list of critical personnel position requests which have been received by the County Administrator's Office through February 25, 2015, for Departments under the oversight of the Property Committee. All positions listed below are budgeted and funded through the end of FY 2015.

Facilities Management

1) Request to fill 1 FTE Custodian Position

The retirement of 1 FTE custodian has created a vacancy in the Facilities Management Department. The individual who retired was assigned to the Government Center to clean offices, public areas, and restrooms daily. Staff assigned to the other County buildings cannot absorb the work performed by this individual. The position must be filled for Facilities Management to maintain its daily work load.



OFFICE OF THE ADMINISTRATOR

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115 E. Washington St., Room 401 P.O. Box 2400 Bloomington, IL 61702-2400

March 3, 2015

Memo

To: The Honorable Chairman and Members of the Property Committee
From: Hannah Eisner, Assistant County Administrator
Re: Special Needs Assessment for Adult Detention Facility

We had hoped to have a completed report from Dewberry and Associates ready to distribute at this month's Property Committee meeting. Unfortunately, there are a few final edits that need to be done before the report can be released. We expect to have it available at the Executive Committee meeting on March 10, 2015 and will provide copies to you at that time.

In the interest of keeping the public informed, we posted the FAQ's with responses that were given to you at the last meeting on the County web site along with a copy of the power point presentation Dewberry gave in November. We will post the Dewberry report once we receive a final copy.