

MINUTES
FACILITIES PLANNING COMMITTEE MEETING
OF McHENRY COUNTY COLLEGE

A Meeting of the Facilities Planning Committee of the Board of Trustees of McHenry County College was held on Tuesday, April 26, 2011 in the Board Room, Room A217, in Building A on the Campus.

Chair Larson called the meeting to order at 2:02 p.m. When Mr. Lowe called the roll, the following were present:

Ms. Larson
Mr. Lowe
Mr. Adams
Mr. Sheriff

Dr. DeWitt and Mr. Parrish were absent.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented, without objection.

ACCEPTANCE OF MINUTES

The minutes of the Facilities Planning Committee meeting of March 22, 2011 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

EXTERIOR FACILITY CONDITION ANALYSIS REPORT

Mr. Manke stated that the exterior portion of the Facility Condition Analysis report arrived; Mr. Evans distributed handouts. Mr. Manke stated that the report was broken down into five priorities. No Priority 1 projects were listed. Priority 2 projects total \$1,174,641.00, Priority 3 projects total \$1,105,283.00, Priority 4 projects total \$2,072,605.00 for a total cost of \$4,352,530.00. Mr. Manke noted the report was divided into electrical, plumbing and site work. A recap of repairs and renovations showed mostly parking lots and roadways, which was expected. Mr. Manke added that this report will provide information to use as the College moves ahead with the Facility Master Plan and noted that all projects will wait until that Plan is completed. General discussion followed, with specific discussion on heated sidewalks near entrances and handicap areas. The heating system uses a solution and is very cost-effective. Mr. Adams vouched for its cost effectiveness. Dr. Smith then distributed handouts showing a

summary of all other projects. A discussion followed on heating and air conditioning systems, most of which are original to the building.

Mr. Manke spoke about how the projects would be reviewed and a priority ranking would be attached to each, which will enable creation of the College's Capital Improvement Plan. Mr. Manke stressed the importance of building contingency funding into the budget should a system fail. Senior staff will meet with ICCB to discuss regulations. Discussion followed regarding life safety bonds; Ms. Larson stated that repairs to the heating and cooling systems were always deferred; she expressed her opinion that these systems reached the end of their usefulness 10 to 15 years ago. Discussion followed on the College roofs.

UPDATE ON REQUEST FOR PROPOSALS PROCESS FOR THE FACILITY MASTER PLAN

Mr. Manke provided handouts; responses to the RFP are due May 13, when the process will begin. Mr. Manke extended the question period, as he felt the courtesy of a response was due all who inquired.

SELECTION PROCESS FOR SMALL PROJECTS ARCHITECT

Dr. Smith stated that the Selection Committee looked at responses and discussed how the process would move along. It was agreed that seven finalists would be interviewed over one day, and a recommendation will go to the Board for consideration. Discussion ensued on negotiating prices with the firm selected.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no comments.

CLOSED SESSION

There was no Closed Session.

FUTURE AGENDA ITEMS

Dr. Smith announced that next month the Committee will look at Facilities Master Plan responses.

ADJOURNMENT

Hearing no further business, Chair Larson adjourned the meeting at 2:48 p.m.