

WILL COUNTY BOARD
CAPITAL IMPROVEMENTS COMMITTEE MEETING
MINUTES

October 14, 2008
Will County Office Building
Will County Board Committee Room
302 North Chicago Street
Joliet, Illinois 60432

9:30 a.m.

CALL TO ORDER

Mr. Maher called the meeting to order at 10:30 a.m.

ROLL CALL

Present were Members: Wisniewski, Dralle, Adamic, and Maher.

Absent were Members: Kusta, Jr.

Also Present: McMillan.

Present from State's Attorney's Office: Mary Tatroe.

PLEDGE OF ALLEGIANCE

Mr. Wisniewski led the committee in the Pledge of Allegiance.

Mr. Adamic arrived at this juncture.

APPROVAL OF MINUTES

A motion was made by Mrs. Dralle, seconded by Mr. Wisniewski, to approve the minutes from the September 2, 2008 meeting. All in favor. MOTION CARRIES.

OLD BUSINESS

Update Re: ADF Expansion

Mr. Rull gave an update to the committee regarding the ADF expansion.

Mr. Maher stated for next meeting I would like to have an update on the budget and where things stand. If you can give that summary to County Board staff before the next meeting, that would be helpful.

Mr. Rull stated I will have it.

Comprehensive Strategic Facilities Needs Analysis

Mr. Rafac stated I have boxes for the five members of the committee with the proposals. There were 23 proposals submitted, 2 firms did not submit their certification, and 1 firm submitted late and unsealed. That leaves 20 firms. We will come up with criteria to evaluate them.

Mr. McMillan questioned what was the general criteria.

Mr. Rafac stated a few are only architectural firms and smaller with no real experience with a countywide needs assessment.

Mr. Maher stated we talked about a criteria list, could we address that issue first.

Mr. Ryan stated I went through the firms and I have compiled a preliminary list. It includes: 1. RFQ Quality which includes, information; previous project relevance; and was the process defined sufficiently. I would suggest a scale of 1 to 5. 2. Public Sector which includes, sufficient work; sufficient administrative and judicial function. 3. Knowledge of Will County which includes, does the firm understand Will County; county experience; and has the firm reached out to local affiliates.

Mrs. Dralle left at this juncture.

Mr. Maher stated you are talking about the team of experts for the group and under that local representation. Under local representation you are talking about their experience.

Mr. Ryan stated if we use a scoring system you will get an objective evaluation. We are looking for the best proposal that meets our objectives.

Mrs. Dralle returned at this juncture.

Mr. Ryan stated the last item on the list is process quality, is the proposed process consistent with our objectives.

Mr. Maher stated the strategic plan will be tough to do without having an idea of what people feel their current usages are and their future needs. Is that also in our criteria? In taking a look at their process that should define somehow a definition of current capital use and a projection of future needs.

Mr. Ryan stated almost all of them said they would analyze what we have and give 5, 10, and 20 year projections and where appropriate give recommendations.

Mr. Maher stated we talked about not spending a ton of time in Judicial because it had been handled three times in 15 years.

Mr. Ryan stated they are taking a look at all of the things that have been done. It would be a mistake not to look at totality as of 2008. It is important that whoever is selected looks at that and makes some determinations. The proposals are all over the place. We have to define what we will try to accomplish before we move to the next phase.

Mr. Maher stated we may not look at this until November.

Mr. Rafac stated we may want to keep track of basic demographics. Such as how long they have been in business and employment size.

Mr. Maher stated we cannot ask the price but you bring up a point. I would like you to get this information in to a chart to define some of this. If we can come up with 10 for review and choose the top 5 at a meeting and invite them. For the next meeting let's get the top 10 to look at and review so we can come to the meeting and choose 5. I want that to the members before the meeting.

Circuit Clerk's Office Response Re: Requested Caseload Information

Mrs. Dralle questioned what do the categories stand for. I would like a list of the break down and what each of them mean for the next meeting.

Other Old Business

NEW BUSINESS

Will County's Land and Capital Holdings 3-D Pictometry

Mrs. Novak presented to the committee the 3-D pictometry of the County's land and capital holdings.

Mr. Maher stated I would like to have this presentation at November's County Board.

IEPA Intergovernmental Agreement to Establish Long Term Household Hazardous Waste Collection Program

Mrs. Johannsen stated Mr. Olson has requested that this item be removed from the agenda.

Other New Business

Mr. Adamic stated leaf burning.

ANNOUNCEMENTS BY CHAIRMAN

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by Mr. Wisniewski, seconded by Mrs. Dralle, to adjourn the meeting at 11:21 a.m. All in favor.

MOTION CARRIES.