

Administration Committee Meeting Report

Tuesday, March 8, 2022, 5:00 p.m., HC Courthouse, Frist Floor Small Courtroom

Members present: Jill Darin, Marshall Jones, Jim Padilla, Jim Thompson, Kippy Breeden, and Kathy Nelson
Members absent: Joe Garrity
Ex-Officio members present: Others present: Erin Knackstedt, SA Runty, Jake Vorac, Shey Bauer, Scott Evans, and Rosemary Rathjen

Chairman Darin called the meeting to order at 5:00 p.m.

Member Nelson moved to approve the agenda, Member Thompson seconded, all were in favor and motion carried to amend the agenda.

Member Jones moved to approve the February 8, 2022 minutes, Member Nelson seconded, all were in favor and the motion carried.

Under presentations, Shey Bauer (DAIKIN) and Jake Vorac (OMNIA/Mechanical Sales) gave an overview of the HVAC procurement process and the methodology behind their cooperative purchasing contract. Jake Vorac gave an overview of who Daikin is and introduced Shey Bauer as the Daikin representative for OMNIA which is a resource for Mechanical Sales. OMNIA is the largest cooperative in the US and reviewed examples from IL. Shey Bauer reviewed the DAIKIN Applied contract model and the benefits of going this route of traditional RFP models. They both reviewed the sustainability, current market conditions, and warranty options.

Member Breeden asked several questions regarding the process, benefits of the cooperative purchasing model, warranties, costs, structure of the agreement, and types of equipment. Members Thompson and Nelson asked several questions regarding funding and benefits of the cooperative purchasing model.

There was no public comment.

Scott Evans updated the committee for the month of February which included, but was not limited to, boiler mechanical malfunction, higher water bill next month, training for the new jail sanitizer, Klingner walkthroughs for roof and HVAC, and routine maintenance .

The electricity, gas, and water usage charts were discussed.

Rosemary Rathjen gave the IS update to the committee for the month of February which included, but was not limited to receiving the court grant, Tri-City working on cabling and PLC projects, equipment delays, multi-factor authentication, power outage, and cyber security.

There was no old business.

The claims report for the month of February were reviewed.

Under New Business, the medical claims and fund balance for the month of February claims were reviewed. There was a brief discussion on the fund balance and claims.

Member Jones moved to approve the HVAC contract proposal, Member Thompson seconded,

Member Darin moved to amend the original motion to approve the HVAC contract proposal contingent on follow up from States Attorney and Administrator, all were in favor and the committee then voted on the amended motion, all were in favor and the motion carried. The committee discussed several aspects of the contract proposal and wanted more information on pricing and maintenance plans before proceeding.

Administrator Knackstedt asked the committee to review the draft report and that numbers should be available next month.

The next regular Administration Committee meeting was set for Monday, April 11, 2022 at 5:00 p.m.

With no further business to discuss, Member Padilla moved to adjourn, Member Nelson seconded, all were in favor and motion carried.

Respectfully submitted, Erin Knackstedt, County Administrator