

# OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

**Called by:** Keith McDonald, Chairman  
**Members:** Jaime Salgado, Paul Arena,  
Dorothy Redd, Joe Hoffman, John  
Butitta, Jean Crosby

**DATE:** THURSDAY, JULY 2, 2020  
**TIME:** 5:30 PM

**LOCATION:** ROOM 303  
COUNTY ADMINISTRATION BLDG  
404 ELM STREET  
ROCKFORD, IL 61101

## AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of March 26 and April 16, 2020 Minutes
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Roof Recover for Juvenile Detention Center
- F. Update from the Health Department
- G. Other Matters
- H. Adjournment

**Winnebago County Board  
Operations and Administrative Committee Meeting**  
Virtual Meeting – Zoom  
(Winnebago County YouTube Live)

Thursday, March 26, 2020  
5:45 PM

**Present:**

Keith McDonald, **Chairman**  
Jean Crosby  
Jaime Salgado  
Dorothy Redd  
John Butitta  
Paul Arena

**Others Present:**

Frank Haney, County Board Chairman  
Steve Chapman, Interim County Administrator  
Marilyn Hite Ross, State's Attorney  
Charlotte LeClercq, Assistant Deputy State's Attorney  
Dave Kurlinkus, Deputy State's Attorney

**Absent:**

Joe Hoffman

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of January 16, 2020 Minutes
- D. Public Comment
- E. Resolution Accepting the Resignation of David Boomer from the Winnebago County Board and Declaring District 4 Seat Vacant
- F. Resolution Extending Employee Leasing Agreement with GovTemps USA, LLC for Interim County Administrator up to June 5, 2020
- G. Resolution Adopting Coronavirus Response Policy
- H. Other Matters
- I. Adjournment

Chairman McDonald called the meeting to order at 5:45 PM.

**Motion to approve the Minutes of January 16, 2020**

Moved: Mr. McDonald, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

**Public Comment**

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

**Resolution Accepting the Resignation of David Boomer from the Winnebago County Board and Declaring District 4 Seat Vacant**

Motion by Mr. McDonald and Seconded by Ms. Crosby.

- A discussion followed.

Motion passed by unanimous voice vote.

**Resolution Extending Employee Leasing Agreement with GovTemps USA, LLC for Interim County Administrator up to June 5, 2020**

Motion by Mr. McDonald and Seconded by Ms. Crosby.

- A discussion followed.

Motion passed by unanimous voice vote.

**Resolution Adopting Coronavirus Response Policy**

Motion by Mr. McDonald and Seconded by Mr. Salgado.

- A discussion followed.

Motion passed by unanimous voice vote.

**Other Matters**

- Mr. McDonald, Mr. Chapman, and Mr. Kurlinkus discussed having documents signed after they have been approved at Committee meetings. Committee members can stop by the Board Office to sign as Ms. Gummow's Office will not be open.

**Motion to Adjourn.** Moved by Mr. Butitta and Seconded by Ms. Crosby.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
Virtual Meeting – Zoom  
(Winnebago County YouTube Live)

Thursday, April 16, 2020  
Immediately Following Public Safety Committee

**Present:**

Keith McDonald, **Chairman**  
Jean Crosby  
Jaime Salgado  
Joe Hoffman  
John Butitta  
Paul Arena

**Others Present:**

Frank Haney, County Board Chairman  
Steve Chapman, Interim County Administrator  
Dave Kurlinkus, Deputy State's Attorney  
Marilyn Hite Ross, State's Attorney  
Angie Goral, County Board Member

**Absent:**

Dorothy Redd

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Resolution Awarding Landscaping and Grounds Maintenance Services
- E. Other Matters
- F. Adjournment

Chairman McDonald called the meeting to order at 6:00 PM.

**Public Comment**

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

**Resolution Awarding Landscaping and Grounds Maintenance Services**

Motion by Mr. McDonald and Seconded by Mr. Butitta and Ms. Crosby.

- A discussion followed.

Motion passed by unanimous voice vote.

**Other Matters**

- Mr. McDonald spoke about the constitutional rights of the Governor with regards to enforcing a stay-at-home order for more than 30 days.

**Motion to Adjourn.** Moved: Mr. Hoffman, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

Respectfully submitted,  
Amy Ferling  
Administrative Assistant

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald  
Submitted by: Operations & Administrative Committee

2020 CR

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**RESOLUTION AWARDING ROOF RECOVER FOR JUVENILE DETENTION CENTER**

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**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section; and

**WHEREAS**, competitive bids were received for solicitation **20B-2200** on June 11, 2020 for the following:

**ROOF RECOVER - JUVENILE DETENTION CENTER**

**WHEREAS**, the Operations & Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bids received for the aforementioned equipment and recommends awarding contract as follows:

**HC ANDERSON ROOFING CO., INC.**  
**12388 OLD RIVER ROAD**  
**ROCKTON, ILLINOIS 61072**

**See Bid Tab for Pricing (RESOLUTION EXHIBIT A)**

**WHEREAS**, the Operations & Administrative Committee has determined that the funding for the aforementioned purchase shall be as follows:

**43100 - 46320**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute, on behalf of the County of Winnebago, Purchase Orders with HC ANDERSON ROOFING CO., ROCKTON, IL 61072, in the dollar amount not to exceed SEVENTY SEVEN THOUSAND, TWO HUNDRED AND FORTY TWO DOLLARS (\$77,242.00).

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Facilities Manager, , Director of Court Services, Juvenile Detention Superintendent, Director of Purchasing, Board Office, Finance Director and County Auditor.

Respectfully Submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
KEITH McDONALD, CHAIRMAN

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KEITH McDONALD, CHAIRMAN

\_\_\_\_\_  
PAUL ARENA

\_\_\_\_\_  
PAUL ARENA

\_\_\_\_\_  
JOHN BUTITTA

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JOHN BUTITTA

\_\_\_\_\_  
JEAN CROSBY

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JEAN CROSBY

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JOE HOFFMAN

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JOE HOFFMAN

\_\_\_\_\_  
DOROTHY REDD

\_\_\_\_\_  
DOROTHY REDD

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
JAIME SALGADO

The above and foregoing Resolution was adopted by the County Board of the County of

Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2020.

ATTESTED BY:

\_\_\_\_\_  
**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

# RESOLUTION EXHIBIT A

## BID TAB ROOF RECOVER-JUVENILE DETENTION CENTER – 20B-2200 Bid Opening- June 6, 2020- 10:30 A.M.

<b>VENDORS</b>	<b>DISTINCTIVE ROOFING INC.</b>	<b>MCDERMAID ROOFING</b>	<b>STERLING COMMERCIAL ROOFING, INC.</b>	<b>FREEPORT INDUSTRIAL ROOFING, INC.</b>
<b>BASE BID</b>	\$181,534	\$111,238.	\$181,114.	\$154,500.
<b>WORK DAYS TO COMPLETE</b>	16	15	11	15
<b>WARRANTY LENGTH</b>	20 YR.	20 YR.	20 YR.	20 YR.
<b>MEMBRANE TYPE</b>	TREMCO 60 MIL TPA/PVC	TREMCO	60 MIL PVC/TPA	TREMCO TPA
<b>UNIT PRICES</b>				
<b>DECK REPAIR-METAL \$/SQ.FT.</b>	\$20.	\$9.45	\$5.	\$6.
<b>DECK REPLACEMENT-METAL \$/SQ.FT.</b>	\$20.	\$18.20	\$12.	\$12.
<b>WOOD BLOCKING REPLACEMENT \$/LN.FT.</b>	\$7.	\$4.10	\$3.40	\$3.
<b>METAL COPING REPLACEMENT \$/LN.FT</b>	\$15.	\$24.	\$25.	\$30.
<b>DRAIN LOWERING \$/DRAIN</b>	\$1000.	\$1400.	\$6.	\$1500.
<b>DRAIN REPLACEMENT \$/DRAIN</b>	\$1400.	\$2100.	\$2.20	\$2500.
<b>TIME &amp; MATERIAL COST \$/MANHOUR</b>	\$92.	\$108.	\$180.	\$105.

**BID TAB**  
**ROOF RECOVER-JUVENILE DETENTION CENTER – 20B-2200**  
**Bid Opening- June 6, 2020- 10:30 A.M.**

<b>VENDORS</b>	<b>HC ANDERSON ROOFING CO, INC.</b>			
<b>BASE BID</b>	<b>\$77,242.</b>			
<b>WORK DAYS TO COMPLETE</b>	<b>10</b>			
<b>WARRANTY LENGTH</b>	<b>20 YR.</b>			
<b>MEMBRANE TYPE</b>	<b>PVC</b>			
<b>UNIT PRICES</b>				
<b>DECK REPAIR-METAL \$/SQ.FT.</b>	<b>\$15.50</b>			
<b>DECK REPLACEMENT-METAL \$/SQ.FT.</b>	<b>\$15.50</b>			
<b>WOOD BLOCKING REPLACEMENT \$/LN.FT.</b>	<b>\$5.50</b>			
<b>METAL COPING REPLACEMENT \$/LN.FT</b>	<b>\$16.67</b>			
<b>DRAIN LOWERING \$/DRAIN</b>	<b>\$500.</b>			
<b>DRAIN REPLACEMENT \$/DRAIN</b>	<b>\$1200.</b>			
<b>TIME &amp; MATERIAL COST \$/MANHOUR</b>	<b>\$250.</b>			