



Madison County Government
Facilities Management

Kurt M Geschwend • Building Administrator
Madison County Administration Building
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Alan J. Dunstan
County Board Chairman

MEMO

To: *Members of the Buildings & Facilities Management Committee*

From: *Kurt Geschwend, Building Administrator*

Date: *Thursday, November 5, 2015*

Re: *Discussion Topics for the Monday, November 9, 2015 meeting
At the Administration Building*

1. Approval of the Tuesday, October 13, 2015 Committee Meeting Minutes.

2. Project Status

Administration Building – Cleaning and Resealing
Courthouse – Tuck Pointing and Sealing
Courthouse – Engineering Services
Criminal Justice Center – Feeder Wire Replacement
Jail – Architectural and Engineering Study
Wood River – Health Department
Wood River – Roof Replacement
Wood River – Elevator Modernizations
Wood River – Fire Alarm Replacement

3. Request for Use of County Property

Planning and Development requests the following use of County property:

- Shoeman Fall Show Collection – Bins in Admin lobby and Health Dept
11/2/15-11/13/15
- Shoeman Collection Dropoff – Admin Bldg parking lot – 11/14/15
- Shoeman Spring Collection – Bins in Admin lobby and Health Dept
3/28/16-4/8/16
- Trashformations Setup – Admin Lobby – 4/7/16-4/8/16
- Tab Top Tally – Admin Bldg parking lot – 4/9/15
- Trashformation Display – Admin Lobby – 4/11/16-4/26/16

Edwardsville High School Band requests permission to place signage on various county locations advertising an Arts and Crafts Fair 11/2/15-11/15/15

Revised: 11-5-2015

cc: Vanessa Jones, Linda Ogden

Sons of the American Revolution request the use of the Courthouse Lobby for their annual flag ceremony on November 19 at 11am.

4. Approval of the Purchase Order Report, Purchase Requests, Invoices, & Resolutions

INVOICES:

RESOLUTIONS:

Resolution to Award Contract for the Madison County IT Data Center Upgrade

Resolution to Award Contract for Janitorial Services for Designated Madison County Facilities

PURCHASE REQUESTS:

Revised Purchase Request – Employment and Training Replacement HVAC Units
Wood River Fire Alarm Replacement

5. **New Business**

Next meeting at 2:30 pm on Monday, December 7, 2015

Revised: 11-5-2015

cc: Vanessa Jones, Linda Ogden