

**Lake Land College  
Buildings and Site Committee  
February 10, 2022**

***Minutes***

The Buildings and Site Committee of the Board of Trustees met on February 10, 2022, in room 011 of the Board and Administration Center, Mattoon. Committee Chair Curtis called the meeting to order at 8:00 a.m.

Trustee Committee Members Physically Present:

Mr. Kevin Curtis, Committee Chair  
Mr. Dave Storm  
Mr. Mike Sullivan, Ex-Officio  
Mr. Tom Wright

Trustee Committee Members Participating via Telephonic Means:

None

Trustee Committee Members Absent or Not Participating by Any Means:

None

Other Trustee Participants:

None

Other Meeting Participants Physically Present:

Dr. Josh Bullock, President  
Ms. Jean Anne Grunloh, Chief of Staff  
Ms. Seirra Laughhunn, Executive Assistant to the President's Office  
Mr. Jon Althaus, Vice President for Academic Services  
Mr. Greg Nuxoll, Vice President for Business Services  
Ms. Valerie Lynch, Interim Vice President for Student Services  
Mr. Scott Rawlings, Director of Physical Plant

**Hearing of Citizens, Faculty and Staff.**

There were no public comments.

**Approval of Minutes of January 6, 2022 Meeting.**

Trustee Storm moved and Trustee Wright seconded that the minutes of the January 6, 2022, meeting be approved.

There was no further discussion.

Roll Call:

Yes: Trustees Curtis, Storm, Sullivan and Wright. No: None.

Absent: None.

Motion carried.

### **Update on Proposed Bipolar Ionization Project.**

Trustees reviewed a memorandum from Mr. Greg Nuxoll, Vice President for Business Services, detailing a proposal to work with CTS Group, our current program manager for planned infrastructure renovations and energy conservation measure, for a Healthy Building/Ventilation Project on the Mattoon Campus and the Kluthe Building in Effingham. Trustees also reviewed a proposed addendum to the contract with CTS for their work to lead the project in areas of cost estimating, bid administration, engineering and design. Mr. Nuxoll highlighted how the Needlepoint Bipolar Ionization technology improves indoor air quality, his due diligence to investigate the effectiveness of the technology, and he noted previous discussions with the Committee last fall about this technology. Trustees also reviewed a scope of work summary and price quotes from CTS Group and Dynamic Controls, our HVAC specialist firm, detailing total estimated costs of \$912,965 for the entire project inclusive of predesign/project development, design of mechanical systems, bidding and construction management along with the actual bi-polar ionization including sensors. Trustees learned that the updated pricing level as compared to estimates provided last fall includes the option to have full IAQ sensors and on/off status of the system in each building. Trustees discussed this pricing option and agreed it would be worth the additional cost to have the more effective air quality sensors.

Trustees asked Mr. Nuxoll and Mr. Scott Rawlings, Director of Physical Plant, various questions about the technology such as maintenance and life expectancy of the various components.

Mr. Nuxoll clarified that a project to improve air quality for the College's buildings is an acceptable use of HEERF III funds.

Trustee Sullivan motioned and Trustee Wright seconded that the Committee recommend to the Board of Trustees approval of the proposed Bipolar Ionization Project and related addendum to the CTS Performance Agreement to lead the Healthy Building/Ventilation Project on the Mattoon Campus and the Kluthe Building in Effingham.

There was no further discussion.

Roll Call:

Yes: Trustees Curtis, Storm, Sullivan and Wright. No: None.

Absent: None.

Motion carried.

### **College Architect.**

Trustees heard a recommendation from Mr. Nuxoll for the College to engage Bailey Edward of Champaign, Illinois, as the College's architect of record. He said this recommendation follows our previous discussions that we hire an architectural firm to help with our campus wide facilities master plan along with serving as the College's architect on any construction related projects. Mr. Nuxoll highlighted the Request for Qualifications (RFQ) process for which a selection committee reviewed nine proposals and interviewed four finalists to arrive at this recommendation.

Trustee Storm motioned and Trustee Curtis seconded that the Committee recommend to the Board of Trustees engaging Bailey Edward of Champaign, Illinois, as the College's architect of record.

There was no further discussion.

Roll Call:

Yes: Trustees Curtis, Storm, Sullivan and Wright. No: None.

Absent: None.

Motion carried.

### **Master Landscaping Plan Costs.**

Mr. Nuxoll updated the committee on progress to develop a three- to five-year landscaping improvement plan. He reminded the Committee that the Board had already given approval of a five-year Master Agreement for Landscape Architect and Design Services with Planning Design Studio of St. Louis, Missouri. He said their first project is to create a campus wide landscaping master plan, with a projected cost of \$45,600 plus limited other direct costs incurred to complete the project such as travel, printing and color plotting. Trustees learned the master plan should be complete in approximately 18 weeks from the start date of mid-February 2022 and that once the master plan is complete the administration will bring back to the Board specific improvement projects and related bids for approval.

### **Other Business.**

Mr. Nuxoll gave an update on a recommendation that will be submitted to the Board of Trustees for approval on February 14, 2022, to amend the Neal Hall CDB project timeline and design fees. He highlighted the reasons for this request, including a concern with supply chain issues and the recent donation of funds to be used for the betterment of the Allied Health Programs. He said that with the supply chain issues and the additional work necessary to incorporate the donation renovation activity, the College is not comfortable starting the Neal Hall renovation project without assurances that it will be completed by August 2022. Given these concerns, the project team would

like to now modify the project timeline to be May 2023 to August 2023. With Board approval, he will submit an amended project request to CDB.

**Adjournment.**

Trustee Storm moved and Trustee Wright seconded to adjourn the meeting at 8:31 a.m.

Motion carried by unanimous voice vote.

Approved by:

/s/ Kevin L. Curtis  
Committee Chair/Committee Secretary