



DEKALB COUNTY PUBLIC BUILDING COMMISSION

A MUNICIPAL CORPORATION AND BODY POLITIC ORGANIZED PURSUANT TO THE "PUBLIC BUILDING COMMISSION ACT." ILLINOIS REVISED STATUTES 1977 CHAPTER 85, SECTION 1031 THROUGH SECTION 1054 AND CURRENTLY UNDER ILLINOIS COMPILED STATUTES 50 ILCS 20/1 et seq.

MEETING OF WEDNESDAY, JANUARY 3, 2018

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Wednesday, January 3, 2018, at 8:30 a.m. in the Administration Building's Conference Room East in Sycamore, Illinois pursuant to written notice to each Commissioner as required by the By-Laws.

ROLL CALL

Chairman Matt Swanson called the meeting to order at 8:30 a.m. and requested the Secretary to call the roll. Those Commissioners present were Mr. Mike Larson, Ms. Cheryl Nicholson, Vice Chairman Larry Lundgren, and Chairman Matt Swanson. A quorum was established with four Commissioners present. Mr. Chuck Shepard arrived shortly after 8:30 a.m. which then reflected that all five Commissioners were present.

Others that were present included: Commission Treasurer Gary Hanson, County Facilities Management Director Jim Scheffers, Sheriff Roger Scott, Chief Joyce Klein, Mr. Brian Kerner with Dewberry, Mr. Jeremy Roling with Gilbane, County Board Member Dianne Leifheit, and Commission Secretary Tasha Sims.

APPROVAL OF MINUTES

Mr. Larson moved to approve the minutes with one correction for the Tuesday, December 5, 2017, meeting. Ms. Nicholson seconded the motion and it was carried unanimously.

APPROVAL OF AGENDA

Vice Chairman Lundgren made the motion to approve the agenda as presented and Mr. Larson seconded. The motion passed unanimously by voice vote.

PUBLIC COMMENTS

There were no comments from the public.

JAIL EXPANSION PROJECT

Financial Recap:

Mr. Hanson reviewed the monthly financial recap. He noted that 80% of the project has been paid out so far and 94% of the construction work has been completed as of December 31, 2017. Additionally, there is \$228,457 in contractor allowances remaining and \$134,267 remaining in the contingency fund.

Construction Update:

Mr. Jeremy Roling of Gilbane gave a PowerPoint presentation for the construction status update on the Jail Expansion Project. Mr. Roling highlighted that there have been 457 Safe Work Days completed with 130,000+ hours put into the project to date. For Submittals and RFI's (Request for Information), Mr. Roling shared that the collection of closeout documents is continuing. Valley Security Company, Morse Electric, JB Contracting, Abbey Paving, and Dodson P&H all have requested retainage reductions from 10% to 5%. There have been 213 RFI's that have been submitted and answered to date. As well as, 86 Request for Pricing (RFP's) and 29 Architects Supplements Instructions (ASI's) that have been issued to date. Mr. Roling continued to share that the construction platform has been removed at the east end of the

building and that the last precast panel was installed. The exterior canopy over the employee entrance has been installed as well. The cleaning of the roof membrane began prior to the holidays and the fence has been installed around the generators. On the first floor, hardware and millwork installation is complete, wall protection and accessories are being installed, and flooring is approximately 60% complete. The remaining interior detention glass has also been installed on the first floor. On the second floor, the ceiling is complete, lighting has been installed, detention door hardware and furnishings are being installed, and ceilings are being final painted. The padded cell installation on the second floor is also complete. On the third floor, ceiling installation is continuing, light fixture installation began, the balcony railing installation started, and the installation of door hardware has gotten underway. Testing and balancing of heating water and the air is underway in the basement and first floor. Vice Chairman Lundgren wanted to ensure that Mr. Scheffers would receive a copy of the balancing report once completed. Lastly, Mr. Roling noted that manufacturing startups are currently underway for all major equipment.

Progress photos were shared of a safety luncheon which celebrated 445 Safe Work Days on December 14, 2017. Other photos that were shared were the setting of the final precast panel, front lobby progress, sheet vinyl installation on the first floor, detention ceiling installation on the third floor, and detention finishes that have been recently installed on the second floor.

Upcoming work activities that Mr. Roling shared with the Commissioners, included, flooring on the first floor is scheduled to be wrapping up in early January and then will move to the second floor. Detention ceiling installation on the third floor should be complete in early January. Detention door and hardware installation are to be completed in early January as well. Security device terminations and testing will be ongoing in January and into February. Millwork, crash rail, accessories, and final painting work will be wrapping up in January. The post construction cleaning is scheduled to being around February 1st and the punch list progress is targeted to begin around February 12th.

Lastly, Mr. Roling reviewed with the Commissioners the Allowance Tracking Log. \$9,444.18 has been allocated since November 22, 2017. He also explained that the current allowance amount has gone up from last month due to the approval of the \$30,000 mitigation allowance. That amount was added to Vortex Commercial Flooring's existing allowance amount for tracking purposes. Mr. Roling additionally reviewed a few of the larger purchases that had been made throughout the month. Some were for drywall repair work, moisture mitigation for the flooring, and some miscellaneous work around the project. He lastly reported that the log showed that to date there has been \$256,461.60 spent and the remaining balance as of December 28, 2017, was \$225,665.19.

Change Orders / Upcoming Change Orders

Mr. Kerner referred to the color-coded version of the Change Order Log and began by defining the first three columns as follows: RFP is a Request for Proposal, ASI is Architectural Supplemental Instruction and PCI are changes coming from Gilbane. Mr. Kerner said to further simplify the report he has color-coded the columns as follows: gray indicates items that have been approved or are closed, yellow signifies items that are a work-in-progress and blue are the current items that require approval by the Commission. Additionally, an orange color was added to represent an update for final pricing when something was approved with a not to exceed condition. Mr. Kerner reviewed the following blue items with the Commissioners for pending approval: PCI #113 was explained that for several months this item had been held on the log as a credit but going through the project after its completion, 44 access panels were added for a total of 128. It was originally thought that 88 would have covered everything so now there is a cost pending for \$12,298.00 under unforeseen conditions for the detention ceiling access panels; RFP #83 is a credit of -\$5,539.00 for a flow measuring station and smoke exhaust control sequence revisions; RFP #84 are for motorized dampers for a cost of \$2,683.00; RFP #85 is for an owner request to add night lights to holding cells for a cost of \$2,490.00; and PCI #158 is to eliminate solar tube enclosure and install fire wrap at a cost of \$320.93.

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Ms. Nicholson moved to approve PCI #113, RFP #83, RFP #84, RFP #85, and PCI #158 in the total amount of \$12,252.93. Mr. Larson seconded the motion and it was carried unanimously.

Mr. Kerner additionally shared for informational purposes that PCI #150 was a holding spot for the generator platforms which was discussed previously; PCI #152 is also currently a holding spot for the concrete pad around the generator in the current amount of \$17,150.00. Mr. Roling added that he was still working on that pricing in hopes that he can get it for cheaper than that amount prior to the pouring of the concrete in the spring. Also, PCI #160 for electrical disconnects which will roughly be about \$5,000.00 but more information will be shared about this at next month's meeting.

Mr. Kerner additionally noted that PCI #151 in orange is shown on the log to track the not to exceed approved \$10,000.00 for the security fence revisions and PCI #155 is on the log to track the not to exceed approved \$30,000.00 for the moisture mitigation allowance for the flooring throughout the building.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:10 a.m. for the purpose of discussing pending litigation/personnel. Ms. Nicholson seconded the motion and it was approved unanimously by a five (5) to zero (0) roll call vote.

The Commissioner returned to the Open Meeting at 9:53 a.m.

OLD BUSINESS / NEW BUSINESS

Mr. Hanson shared the Attorney General's Office will be here on Thursday, January 11, 2017, at 6:30 p.m. to do an in-person training on FOIA and the Open Meetings Act (OMA). The training will be held at the DeKalb County Farm Bureau, 1350 West Prairie Drive, Sycamore, IL. This training does not take the place of the mandatory online training. However, it is a great opportunity for everyone to ask questions and discuss it with a "PAC Officer".

ADJOURNMENT

A motion to adjourn was made by Ms. Nicholson, seconded by Mr. Larson and passed unanimously. The meeting was adjourned at 9:57 a.m.


 Matt Swanson, Chairman




 Tasha Sims, Secretary

<u>Commissioners</u>	<u>Expiration of Term</u>	<u>Office</u>	<u>Original Appointment</u>
Mr. Mike Larson	September 30, 2020	Commissioner	November 17, 2010
Mr. Larry Lundgren	September 30, 2019	Vice Chairman	April 2, 2010
Ms. Cheryl Nicholson	September 30, 2018	Commissioner	August 19, 2015
Mr. Charles Shepard	September 30, 2021	Commissioner	October 1, 2011
Mr. Matt Swanson	September 30, 2022	Chairman	September 19, 2007
<u>Non-Voting Officers</u>			
Ms. Tasha Sims	September 30, 2018	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2018	Treasurer	February 18, 1984

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