

Note: These minutes are not official until approved by the Public Building Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.



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 TUESDAY, MARCH 6, 2018

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, March 6, 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

Acting-Chairman Mr. Mike Larson called the meeting to order at 8:30 a.m. and requested the Secretary to call the roll. Those Commissioners present were Mr. Chuck Shepard, Ms. Cheryl Nicholson, and Acting Chair Mr. Mike Larson. Chairman Matt Swanson was absent and Vice Chairman Larry Lundgren was in attendance via phone. A quorum was established with three Commissioners 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, Ms. Connie Fierke with Gilbane, and Commission Secretary Tasha Sims.

APPROVAL OF MINUTES

Mr. Shepard moved to approve the minutes for the Tuesday, February 6, 2018, meeting. Ms. Nicholson seconded the motion and it was carried unanimously.

APPROVAL OF AGENDA

Mr. Shepard moved to approve the agenda as presented. Ms. Nicholson seconded the motion and it was approved 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 90% of the project has been paid out so far (not including the February bills) and 99% of the construction work has been completed as of February 28, 2018. Additionally, there is \$169,424 in contractor allowances remaining and \$116,233 remaining in the contingency fund.

Construction Update:

Ms. Connie Fierke of Gilbane provided a PowerPoint presentation highlighting the construction status of the Jail Expansion Project. In regards to the project's status and progress update, Ms. Fierke shared that there had been 505 Work Days completed with 142,000+ hours put into the project to date. For closeouts and RFI (Request for Information) updates, she shared that the collection of closeout documents continues. Retainage reductions from 10% to 5% will continue throughout the month of March. There has been 222 RFI's that have been submitted and answered to date and 22 of 25 contracts remain open at this present time. In addition, there have been 91 Request for Pricing (RFP's) and 30 Architects Supplemental Instructions (ASI's) that have been issued thus far, Ms. Fierke reported.

The building's security system initial checkout is complete, corrective work is taking place and retesting is scheduled for the week of March 12th. The County, Dewberry, and Ecube will additionally review the security system on March 21st. Furniture is scheduled to begin being delivered on April 2nd. Master Control transition to the new building is scheduled for mid-April. The punch list inspections finished on March 1st and corrective action on punch list items has already begun. Lastly, final City and State inspections are ongoing at this time throughout the building as well, Ms. Fierke shared.

It was clarified that one-year warranties will begin once substantial completion of the building has been established. Within that time, there will be another walk-through of the building around 10 months into ownership and at that time anything that needs to be further addressed will be corrected prior to the expiration of the one-year warranty.

Plumbing training has been completed as of yesterday. Electrical training is mostly complete, and then mechanical training will be starting up towards the end of the week. All of those trainings were videotaped besides the kitchen, Mr. Scheffers shared.

Progress photos were shared of the Master Control set up, the Sallyport cleanout and floor finishing, the second-floor Employee Breakroom, the Main Lobby finishes, and Dayroom finishes on the second and third floors.

Ms. Fierke reviewed the Allowancing Tracking Log with the Commissioners. She reported that the current allowance amount remained at \$482,126.29 and \$19,427.13 had been allocated since January 29, 2018. Some of the large allowance allocations that were described were for some concrete blockwork and patching for finishing touches, some temporary toilets, and the rest of which were miscellaneous cleanup work and some smaller items that were not in the original scope of work. The log showed that to date there has been \$312,702.00 spent in allowances and the remaining balance as of February 26, 2018, was \$169,424.79.

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 began by noting that PCI #150 which had been shown as a holding place for the generator platforms will now be noted as a Void because the item is going to be addressed by the County themselves. Mr. Hanson jumped in and reminded the Commission that they were originally at about \$28,000 for the generator platforms and shared that Mr. Ed Harvey has done some research and found a company that will provide the pieces for a platform for just under \$10,000.00. Related to that and under item PCI #152, concrete bids will be gathered soon for around the generator areas as well. Mr. Hanson also noted that the concrete not to exceed price has already been approved but he would like approval on the platform. He also clarified that these items are a Void because they will be paid out of the project money but will no longer be paid through the Gilbane contract monies.

It was moved by Ms. Nicholson, seconded by Mr. Shepard and approved unanimously by voice vote to purchase the generator platform at a not to exceed amount of \$10,000.00.

Mr. Kerner continued to review the following blue items with the Commissioners for pending approval: RFP #90 is for CATV revisions which was a suggestion made by Comcast where they would use a centralized hotel box and not have individual boxes for each television in the building in the amount of \$3,776.00; RFP #91 is for a wall phone outlet in Conference Room 111D in the amount of \$1,214.00;

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ASI #30 is for design related fire alarm revisions that needed to occur relating to the smoke alarm evacuation system totaling in the amount of \$3,114.00; PCI #168 for light fixture LR-3 which required a mounting flange to fasten to SMC-1 type ceiling in the amount of \$4,914.00; PCI #170 was described as separate expansion tanks that were required after the State Plumbing Inspector came through and would be a design related add of \$4,584.39, additionally the State Plumbing Inspector indicated that there needed to be a service sink in the basement which would be an additional cost not to exceed \$5,000.00, the next item was for the Employee Breakroom cabinet modification for a not to exceed amount of \$2,000.00 for putting cabinet doors on the sink, this item is for a not to exceed price of \$2,000.00 for additional shower thresholds so that water doesn't run all over the floors, and the last item for this number is for an owner request of a local disconnect (for easy maintenance) for the washer and dryer for a not to exceed price of \$2,000.00; Lastly, PCI #172 was for checkerboards on the six-person detention tables which were originally specified for but not ordered correctly for and in order to make it correct with the return of the old tops and the order of the new would cost \$7,035.00 under the design related costs.

Mr. Shepard moved to approve the payment of RFP #90, RFP #91, ASI #30, PCI #168, all the blue items that fall under PCI #170, and PCI #172 in the total amount of \$35,637.39. Ms. Nicholson seconded the motion and it was approved unanimously.

The item in yellow under PCI #172 for solenoid valve changes for combi toilets per the State Plumbing Inspector, Mr. Kerner explained that there are solenoid valves that turn on and off the water to the different cells. There is an inch and a half line that services the combi units in each cell. This is not only the flush valve for the toilet but it also the sink and has a bubbler on there as well. Since it has a bubbler, it cannot have any lead. The inch and a half solenoid valve that is there was called for a lead-free cast iron in the specifications but they were informed later on that manufacturers do not make a lead-free cast iron solenoid valve in an inch and a half size. So they asked the State Plumbing Inspector what can be done to remedy this situation. The Inspector shared that they could increase the line to a two and a half inch because that size is exempt from their inspection and therefore could be used. Another option found was to use a one and a half inch lead-free stainless steel line but there was a worry expressed about fitting the different metal materials together and it would also not be a cheap fix. Mr. Kerner also requested a solution to perform a water test on the system and that request was rejected by the State Plumbing Inspector. He shared that Dewberry is still working with Mr. Roling and Gilbane on the question that if it was a leaded product, why was it used. This is why they did not have a cost for this issue yet and have yet to pinpoint whose responsibility it is to pay the cost for the replacements for thirteen locations where this situation occurs. The Commissioners briefly discussed this item and Mr. Kerner reiterated that he hopes to have more answered next month.

Building Dedication

Mr. Hanson shared that the building dedication for the Jail Expansion Project has been scheduled for Thursday, May 17th at 12:30 p.m. Following the dedication, there will be many public tours offered throughout the month of May. He also reminded the Commissioners that they will have their tour during their May 1st meeting.

EXECUTIVE SESSION

Mr. Shepard made a motion to move into Executive Session at 9:17 a.m. for the purpose of discussing Pending Litigation and Personnel matters per 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(11). Mr. Nicholson seconded the motion and it was approved unanimously by a 3-0 roll call vote. Those Commissioners voting yea were Ms. Nicholson, Mr. Shepard, and Acting Chairman Mr. Larson. None opposed and Chairman Swanson and Vice Chairman Lundgren were absent.

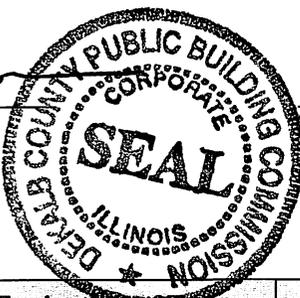
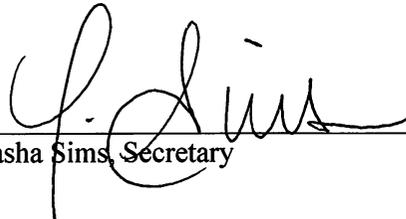
The Commissioners returned to the Open Meeting at 9:47 a.m. No action was taken.

OLD BUSINESS / NEW BUSINESS

There were no items.

ADJOURNMENT

A motion to adjourn was made by Mr. Shepard, seconded by Ms. Nicholson and approved unanimously. The meeting was adjourned at 9:48 a.m.


 Mike Larson, Acting 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