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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, MAY 1, 2018

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, May 1, 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, Vice Chairman Larry Lundgren, Ms. Cheryl Nicholson, Mr. Chuck Shepard, and Chairman Matt Swanson. A quorum was established with all five 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, Mr. Jeremy Roling with Gilbane, and Commission Secretary Tasha Sims.

APPROVAL OF AGENDA

Mr. Shepard moved to approve the agenda as presented. Mr. Larson seconded the motion and it was approved unanimously by voice vote.

APPROVAL OF MINUTES

Mr. Shepard moved to approve the minutes for the Tuesday, April 3, 2018, meeting with a couple minor spelling corrections. Mr. Larson seconded the motion and it was carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

JAIL EXPANSION PROJECT

Financial Recap:

Mr. Hanson reviewed the monthly financial recap. He reported that 95% of the project has been paid out so far (not including the April bills) and that 99.9% of the construction work had been completed as of April 30, 2018. Additionally, there is \$101,395 in contractor allowances remaining and \$98,732 remaining in the contingency fund. He noted that the figures were looking good as they approach the Dedication Ceremony.

Construction Update:

Mr. Jeremy Roling 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, Mr. Roling shared that there had been 544 Work Days completed with 148,000+ hours put into the project to date. For closeouts and RFI (Request for Information) updates, he shared that 226 RFI's have been submitted and answered to date, training is 95% complete, O&M Manuals are 75% collected, As-Builts are 75% collected, Attic Stock Material is 80% collected, guarantees and warranties are waiting on the date of substantial completion, and six contracts were final billed in April (Vortex Flooring, Manusos General Contracting, Berger Excavating, Great Lakes Hotel Supply, Mastership Construction, and LJ Morse Construction).

Also, 22 of 25 contracts remain open at this time and Gilbane anticipates closing most contract with the May billing, Mr. Roling reported. To date, there has been 94 Request for Pricing (RFP's) and 30 Architects Supplemental Instructions (ASI's) have been issued. He also noted that less than 55 of the 1,400 punch list items remain to be completed.

For the final inspection process, the City of Sycamore has issued a Temporary Certificate of Occupancy for Employee use only on April 4, 2018. Testing of the Smoke Exhaust and Clean Agent Fire Protection Systems were completed on April 20, 2018 and the City of Sycamore will perform a Final Certificate of Occupancy Inspection on May 1, 2018.

Site activity updates include the milling of Exchange Street which was completed on April 25th. The Highway Department is underway with crack repair and asphalt paving is scheduled for around May 1st on Exchange Street. The landscaping work will begin on May 2nd and the Ribbon Cutting Ceremony is scheduled for Thursday, May 17th at 12:30 p.m.

Mr. Roling noted that due to the Commissioners taking a tour later in their meeting, he didn't add any progress photos this month.

The Allowance Tracing Log was reviewed by the Commissioners. Mr. Roling reported that the current allowance amount was \$441,307.40 and that \$22,668.68 had been allocated since last month. He briefly reviewed what the larger allocation amounts were for and also reported that to date there has been \$346,511.29 spent in allowances and the remaining balance as of April 26, 2018, was \$94,796.11.

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. Roling shared that they are still working on the pricing and layout for PCI #182 so he would like that item pulled for now. Mr. Kerner continued with describing that the first item for Commission's approval was for RFP #93 for main entrance handrails for a not to exceed cost of \$7,500.00; RFP #94 is for a manual rest gas valve for a cost of \$1,219.77; PCI #187 is for a credit of -\$1,000.00 for some modifications that were made to the types of sprinkler heads that were installed in different areas of the building; PCI #188 is for a disconnect charge for utilities that go to the Gilbane Trailer in the amount of \$3,208.00; and PCI #192 is for basement batter backup lighting (for the time when the power goes out and the generator kicks on) in the amount of \$2,463.00.

Mr. Larson moved to approve the payment of RFP #93, #94, PCI #187, #188, #192, in the total amount not to exceed \$13,390.77. Mr. Shepard seconded the motion and it was approved unanimously.

In regards to future or pending items, Mr. Kerner shared that the not to exceed price of \$2,000.00 that was originally approved on March 6th for the addition of shower thresholds was still being worked on and a final price will hopefully be available next month; PCI #185 was approved last month with a not to exceed price of \$2,000.00 for corner guards and Mr. Kerner noted that price was still being worked on as well.

Mr. Kerner additionally updated the Commissioners that PCI #173 was for the Employee Break Room cabinet modifications and was originally approved with a not to exceed price of \$2,000.00. Mr. Kerner shared that the final cost actually came in at \$915.75; PCI #176 was approved last meeting with a price of

\$6,798.00 to replace the Sheriff's logo on the lobby sign and the final price came in at \$6,269.00; and PCI #179 to provide wheel stops in front of the building was approved last month for \$2,000.00 and the final cost of that came out to be \$1,178.77.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:00 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). Vice Chairman Lundgren seconded the motion and it was approved unanimously by a 5-0 roll call vote. Those Commissioners voting yea were Mr. Larson, Vice Chairman Lundgren, Ms. Nicholson, Mr. Shepard, and Chairman Swanson. None opposed.

The Commissioners returned to the Open Meeting at 9:37 a.m. No action was taken.

OLD BUSINESS / NEW BUSINESS

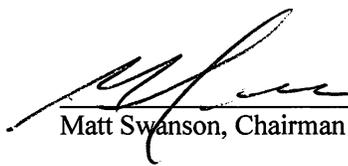
There were no items.

JAIL EXPANSION TOUR

Chief Joyce Klein guided the Commissioners on a tour of the Jail Expansion.

ADJOURNMENT

A motion to adjourn was made by Mr. Shepard, seconded by Ms. Nicholson and approved unanimously. The meeting was adjourned at 9:46 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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