

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, OCTOBER 23, 2018

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, October 23, 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, Mandeep Singh of E Cube, Inc., County Board Members Steve Faivre and Jeff Whelan, Assistant State's Attorney David Berault, 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, September 4, 2018 meeting. Ms. Nicholson seconded the motion and it was carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

JAIL EXPANSION PROJECT

E-Cube Pay Request

Mandeep Singh of E Cube, Inc., who was the mechanical systems commissioning consultant on the Jail Expansion Project, joined the Commissioners to personally present E Cube's position of why they should be awarded additional money for work done on the Project. Their original contract was for \$57,600 and they now feel they are due an additional \$17,075.

Materials were provided to the Commissioners prior to the meeting that went along with Mr. Singh's position outlining the additional services E Cube is claiming they should be additionally compensated for, above and beyond their original 6/29/2015 commissioning contract. He explained that the general process for commissioning functional procedures is that installing contractors fully start, test and balance their systems before informing E Cube that those systems are ready for commissioning functional testing – this is a requirement of the contract commissioning spec 0119113. He continued that on this project, E Cube came to the site on multiple occasions after being informed by installing contractors that these systems were ready for E Cube's testing, only to find that they were not at all ready and significant contract work was still necessary to get these systems ready. Mr. Singh expressed that those site visits were

unproductive and unnecessarily consumed their limited budget. They also resulted in additional communications and reporting. E Cube documented these occurrences on their timesheet records, on their issues log and in multiple emails to the construction team, which additionally included County Staff.

In addition to the additional commissioning work that has already been performed, Mr. Singh explained that moving forward, E Cube still needs to verify proper resolution of the remaining open issues and expects additional work in the following areas:

- Two days of on-site systems review and issue resolution verification (assuming the responsible parties have indeed resolved the issues.)
- Approximately 8 person-hours of BAS trend log review.
- E Cube will now have to incorporate all the additional efforts into their final Commissioning Report. They estimate that will take approximately 8 hours to complete that task.

So, for the reimbursement for the additional services performed to date (\$12,315) and for the additional services required moving forward (\$4,760), Mr. Singh is requesting from the PBC a total of \$17,075.00.

Chairman Swanson questioned why E Cube is before the PBC now requesting additional money when they should have been asked ahead of time. Mr. Singh indicated that there were several monthly meetings that these items were discussed with County Staff present. Chairman Swanson again stated that the PBC is essentially the owner of the project and they are the ones that should have been notified of any issues that were occurring with the project regardless if any other County representatives were present at any other meetings. Mr. Singh indicated that he was not aware that the PBC should have been directly notified. He commented that he assumed that as long as there were representatives from the County present at their meetings and included in emails that it was sufficient.

Mr. Hanson shared that one of the points that Gilbane is making is that some of the times illustrated in the documents that were provided by E Cube going back to 2016 and 2017, and so if there were going to be additional charges, those certainly could have been invoiced long before now. Mr. Singh explained that some of the issues stem from design-related issues that were identified at the beginning of the project and he again shared that he was not aware that the PBC needed to be directed informed of these issues.

The Commissioners additionally discussed that they understanding that there may be some coordination issues that have occurred with Gilbane and E Cube but again, the PBC should have been made aware of these issues immediately so they could have been addressed. Mr. Hanson shared that he believes Gilbane is going to disagree with E Cube and say that the Commissioning Agents showed up to the project without being called. Gilbane has also expressed that E Cube was to provide services for the security system and they did not due to not being knowledgeable in the field. Mr. Singh shared those accusations from Gilbane were ridiculous.

Chairman Swanson expressed that if Mr. Singh and E Cube have additional documentation to support their argument he would like that to be passed along to the PBC Commissioners so they could be fully informed about the entire situation. They also would like the breakdown of what costs are associated with coordination issues and what is related to the mechanical engineer's design. Mr. Singh stated that he would provide that information to Mr. Hanson. Lastly, Mr. Singh also shared that E Cube still owes the final Commissioning Report and that was pending this discussion and he wanted the PBC to be aware that the report will say that the project still contains several open issues (construction and design).

RESOLUTION OF ANY OPEN ITEMS

Mr. Scheffers explained that the CFM issues that were discussed last month are not all completely resolved. He also explained a water softener issue that is occurring and being working on which has additionally caused lime build-up in lines that has spread to the dishwasher. The Jail is also experiencing

hot water shortage issues in the showers and Mr. Scheffers lastly explained an issue with RTU #2. All of these issues are being worked on but none have been completely resolved as of yet.

NUSING HOME EXPANSION UPDATE

Mr. Hanson explained that the bid process was delayed because it was determined that we needed to publish the bid notice three times in three different calendar weeks and we originally only published twice. The new deadline will be 2:00pm on October 31, 2018. They also changed the bidding requirement to require all bids submitted to be sealed bids and they will be due at a County office, the Nursing Home Business Office in DeKalb. The bids will be publically opened immediately following the bid deadline and that will take place in the County's Multi-Purpose Room which is connected to the Nursing Home and may be accessed via the Nursing Home's circle drive.

*Chairman Swanson indicated that a future meeting they may want to have items on the agenda to discuss how the County puts projects out to bid (if they are going to continue to use the Construction Manger process and whether or not the PBC should have some input on who the Construction Manager is) and is the PBC going to look into seeing if they will accommodate electronic bidding or not.

HVAC SYSTEMS FOR PUBLIC SAFETY BUILDING

Mr. Scheffers shared that five companies picked up bid sheets, four companies submitted bids, and One Source out of DeKalb was the lowest bidder meeting specifications. Everything looks good between the bidders and the Mechanical Engineer that Mr. Scheffers is working with on these HVAC projects. Right now the demo is scheduled for December 4th. By January 25th, all of the piping and the electrical work should be completed. If everything goes well, the project should be complete and ready for start-up on April 19, 2019. The chiller is currently on order and is 12 weeks out.

Bidder	Amount
Amber Mechanical	\$137,000
DeKalb Mechanical	\$148,000
General Mechanical	\$136,155
One Source	\$118,840

FY 2019 BUDGET

Mr. Hanson explained that the Commissioners were sent the FY 2019 PBC Budget prior to the meeting for review and he would be happy to answer any questions if there were any. He also expressed that the majority of the costs for the upcoming year were for the chillers and RTUs that Mr. Scheffers has previously reviewed that he is planning to do over the next two years.

It was moved by Vice Chairman Lundgren, seconded by Ms. Nicholson and approved unanimously to approve the FY 2019 Public Building Commission Budget totaling \$810,000.

2019 MEETING CALENDAR

It was moved by Mr. Larson, seconded by Ms. Nicholson and it was approved unanimously to accept the 2019 Public Building Commission's Meeting Calendar.

ELECTION OF OFFICERS

It was moved by Mr. Larson, seconded by Ms. Nicholson and was approved unanimously to keep the same Officers that are currently in place for 2019. Chairman: Matt Swanson, Vice Chairman: Larry Lundgren, Treasurer: Gary Hanson, Secretary: Tasha Sims.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:25 a.m. for the purpose of discussing Pending or Probable Litigation per 5 ILCS 120/2(c)(11). Ms. Nicholson seconded the motion and it was approved unanimously by a 5-0-0 roll call vote. Those Commissioners voting yeas were Mr. Larson, Vice Chairman Lundgren, Ms. Nicholson, Mr. Shepard, and Chairman Swanson. None opposed.

The Commissioners returned to the Open Meeting at 9:55 a.m. No action was taken.

ACTION ITEMS FROM EXECUTIVE SESSION

Action from the Commissioners was to have Mr. Hanson draft a letter as directed.

OLD BUSINESS / NEW BUSINESS

Mr. Shepard complimented the work done on the aluminum platforms around the generators at the Jail. He also added that during a recent trip to Spain he saw a large utilization of the same fencing that is over at the Jail Expansion Project and it all stair stepped, which was a topic of discussion for them for multiple meetings over the past summer.

NEXT MEETING DATE

The next Public Building Commission Meeting was scheduled for Tuesday, November 13th to award the bids for the Nursing Home Expansion Project.

ADJOURNMENT

A motion to adjourn was made by Ms. Nicholson, seconded by Mr. Larson and was approved unanimously. The meeting was adjourned at 10:00 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, 2023	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, 2019	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2019	Treasurer	February 18, 1984

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CHANGE PROPOSAL

To:	Gary Hanson (DeKalb County)
From:	Mandeep Singh (E Cube)
Cc:	Joyce Klein (DeKalb County), Joe Havey (E Cube)
Date:	6/18/18
Project:	DeKalb County Jail Expansion
p/n:	841.1
Re:	Commissioning Change Proposal

Dear Mr. Hanson:

Per our recent communications with Joyce Klein of your office, this letter presents our request for reimbursement for additional commissioning services performed and proposal for additional services necessary at the DeKalb County Jail Expansion Project. Herein we have summarized the relevant tasks and fees associated with these efforts, all of which are above and beyond our original 6/29/15 commissioning contract.

Additional Services Performed to Date

As of 6/15/18, additional services have been performed as a result of the following key issues:

1. Construction Readiness and Operational Issues

The general process for commissioning functional procedures is that installing contractors fully start, test and balance their systems before informing E Cube that those systems are ready for commissioning functional testing – this is a requirement of the contract commissioning spec 0119113.

On this project E Cube came to the site on multiple occasions after being informed by installing contractors that these systems were ready for E Cube's testing, only to find that they were not at all ready and significant contractor work was still necessary to get these systems ready.

Those site visits were unproductive and unnecessarily consumed our limited budget. They also resulted in additional communications and reporting. E Cube documented these occurrences on our timesheet records, on our issues log and in multiple emails to the construction team (and copied DeKalb staff).

Examples of these issues include:

- **Air Handling Unit Cx** – The AHU Cx required 4 site visits because several items were not complete despite being reported as ready. Problematic items included incorrect point mapping, incomplete graphics, and incorrectly operating control sequences. As of mid-June 2018, there

are still a few incomplete items. As a result we have not been able to complete our functional testing process on these units.

- **Makeup Air Unit Startup / Testing** – E Cube was not informed of the MAU startup date in a timely manner. We typically complete our functional testing of this equipment while a knowledgeable manufacturer technician is on site and we informed the construction team of this requirement in multiple early commissioning meetings. Due to the lack of notification, we had to complete functional testing on our own for this equipment, which resulted in additional time spent and an inability to speedily resolve discovered issues since no manufacturer rep was present.

Additionally, some operational issues we discovered required significant additional research and investigation. Examples of these include:

- **Medical Isolation Room TAB Spot Check** – E Cube met with the test and balancing contractor on multiple dates to spot check TAB results for airflow at supply and return openings for RTUs, AHUs, and Exhaust Fans. The design requirements for airflow in the medical isolation rooms were not achieved during any of our visits. As of early June 2018 there are still exhaust fans that are not achieving design airflow. We believe part of the reason for this airflow shortage are duct leaks we noted during our spot checking activities. To our knowledge, the leaks and airflow issues have not been corrected for these important areas.

The following commissioning issues were documented on our Cx Issues Log and also reflect some these findings:

- FO-15-3, FO-15-4, TST-5-1, TST-5-2, FO-16-2, FO-16-5, FO-16-6, FO-16-9, FO-16-10, TST-1-2, FO-18-1, TST-1-1, TST-1-4, TST-1-5, TST-1-6, TST-1-8, TST-1-9, TST-1-10, FO-22-2

2. Design Changes and Gaps

On this project, there were several changes to the systems design after the design phase was complete and there were some gaps in design content, requiring additional field time, meetings communications and reporting. These issues were identified in various emails and meeting discussions / minutes and also in the following commissioning issues and documents that are filed on Cx Alloy Website. Additional detail is noted within the test scripts, issues log, etc. on the Cx Alloy Website.

Examples of design changes and content gaps include:

- **Holding Cell Ventilation** – During the early construction and submittal review phase E Cube held several discussions, phone calls and meetings and conducted research related to the arrangement of supply/return air grilles in the holding cells. Several options were reviewed in this effort in order to assist DeKalb County address this design issue.
- **RTU Control Sequences** – Early in the project, the total quantity of RTUs was changed from 4 units to 2 units. After this change was made, the design sequence of operation was not adjusted to accommodate. As a result, E Cube expended time and effort by working with Alpha Controls and DeKalb facilities staff during our functional testing phase (late construction) to develop and implement a workable sequence. Alpha Controls indicated during Cx and related discussions with DeKalb that they would work with DeKalb developing a sequence to address issues noted during functional performance testing Cx. As such, these sequences have not been reviewed by E Cube after programming. We believe the sequences should be reviewed because the lack of a complete functional system will result in additional energy use and improper building pressure control.
- **Smoke Control Fans** – Some smoke control exhaust fans were specified to operate with VFDs, however their fan motors were too small to accommodate a VFD. Some fans were also simply undersized. Ultimately, the original design was changed to allow for a functional

system. This item resulted in significant communications, writing issue reports, follow-up visits, and tracking of the related issues

- **Makeup Air Unit Sequences** – The design documents did not include a sequence of operation for the kitchen exhaust hood and associated makeup air unit. E Cube spent additional time with the contractors and equipment vendors locating submittal data and design and sequence of operation.
- **Boilers and Hot Water Heating System** – Design gaps for the hot water heating system resulted in coordination and related operational issues. Some of the issues were noted before functional commissioning on the systems began (which was good because issues were identified for the contractors to resolve), but many were discovered during functional commissioning. Some of the issues resulted in multiple reviews to verify proper system operation.

Additional Services Required Moving Forward

As a result of the issues listed above, E Cube still needs to verify proper resolution of the remaining open issues. E Cube expects additional work in the following areas:

- Two days of on-site systems review and issue resolution verification (assuming the responsible parties have indeed resolved the issues).
- Approximately 8 person-hours of BAS trend log review.
- E Cube will now have to incorporate all of the above additional efforts into our final Commissioning Report. We estimate approximately 8 hours for this task.

Fee Summary

The following table summarizes our fees for the above items. Full back-up has been provided as an attachment to this document.

Item No.	Description	Fee
1	Reimbursement for Additional Services Performed to Date	\$ 12,315
2	Additional Services Required Moving Forward	\$ 4,760
	Total	\$ 17,075

Please note, E Cube has provided full back up for the reimbursement charges by way of dated staff timesheet records, emails and the commissioning issues log. Please refer to the appendices.

Please review this request and let us know if you have any questions. Looking forward to continuing to support the team and completing this project successfully. Thank you.

Appendices

Appendix A – Staff Timesheet Records

Appendix B – Latest Cx Issues Log

DeKalb County Jail Expansion 841.1



Additional Services Timesheet Database Summary

Below is a summary of additional commissioning services provided by ECube. This summary corresponds to our 6/18/18 change request. Rates are per our original contract.

Staff: MVS = Mandeep Singh, MR = Mike Romito, JMG = Juan Guardian

Updated: 6/18/18

Total \$ 12,315.00

Initial	BillCode	Date	Hours	Taskcode	Description	Hourly Rate	Fee
JMR	841.1	4/6/18	1.00	101	Email and phone with contractor & supplier regarding kitchen MAU sequence of operation. Update CX Alloy functional test script	\$ 143.00	\$ 143.00
JMR	841.1	4/5/18	2.00	25	Review status and contractor responses for CX Alloy issues and update. Several issues still remain open after multiple re-checks.	\$ 143.00	\$ 286.00
JPH	841.1	4/4/18	1.00	25	Review FON's + review design issues and BAS delay issues	\$ 203.00	\$ 203.00
JMR	841.1	3/28/18	1.00	401	Update functional checklists based on changes to design sequence and file on CXA	\$ 143.00	\$ 143.00
JMR	841.1	3/27/18	1.00	25	Update issues on CX Alloy with many responses from contractors. Research some of the responses with comparison to plan/spec requirements. Review open design issues + related review of controls sequences.	\$ 143.00	\$ 143.00
JMG	841.1	3/26/18	1.00	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Incorporate discussion of contractor readiness delay and smoke exhaust fan design issues.	\$ 136.00	\$ 136.00
JMG	841.1	3/23/18	0.50	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Incorporate discussion of contractor readiness delay and smoke exhaust fan design issues.	\$ 136.00	\$ 68.00
JMR	841.1	3/16/18	0.50	21	Phone call with contractor discussing status of BAS & mechanical progress, security systems and related Cx, status of issues resolution. Some systems still not ready for commissioning.	\$ 143.00	\$ 71.50
JMG	841.1	3/13/18	0.75	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Incorporate comments about delayed BAS items.	\$ 136.00	\$ 102.00
JMR	841.1	3/5/18	2.00	201	BAS functional Cx. Several points are not mapped properly. Graphics still not complete.	\$ 143.00	\$ 286.00
JMR	841.1	3/5/18	2.00	25	Update issues and field observations on CX Alloy and capture design issues with smoke control and MAU + edit based upon BAS readiness responses from Alpha	\$ 143.00	\$ 286.00

Initial	BillCode	Date	Hours	Taskcode	Description	Hourly Rate	Fee
JMR	841.1	3/1/18	1.50	21	Update Cx status report with meeting notes. Some systems not yet ready.	\$ 143.00	\$ 214.50
JMR	841.1	2/28/18	3.00	21	Cx meeting and meeting with contractor to discuss project status, training, etc. BAS delays discussed and design sequence issues discussed.	\$ 143.00	\$ 429.00
JMR	841.1	2/28/18	2.00	25	Review status of issues and update on Cx Alloy. BAS issues continue. Design issues remain.	\$ 143.00	\$ 286.00
JMR	841.1	2/28/18	3.00	201	Functional BAS cx on AHU-1 and CUHs. AHUs not ready for commissioning. Several controls point issues found.	\$ 143.00	\$ 429.00
JMG	841.1	2/15/18	0.50	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Document systems not ready and design issues.	\$ 136.00	\$ 68.00
JMG	841.1	2/13/18	0.25	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Document systems not ready and design issues.	\$ 136.00	\$ 34.00
JMR	841.1	2/8/18	1.50	25	Update issues list on Cx Alloy and publish field observations reports. Several items relate to BAS system not ready for commissioning.	\$ 143.00	\$ 214.50
JMR	841.1	2/7/18	2.00	25	Review status of FONs issues. Several items relate to BAS system not ready for commissioning. Update issues log on Cx Alloy	\$ 143.00	\$ 286.00
JMR	841.1	2/7/18	6.00	201	Functional Cx on BAS for AHUs. AHUs not ready for commissioning.	\$ 143.00	\$ 858.00
JMG	841.1	2/6/18	0.25	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Document systems not ready and design issues.	\$ 136.00	\$ 34.00
JMR	841.1	2/5/18	2.00	201	Functional Cx on BAS for AHUs. AHUs not completely ready for commissioning, as Alpha stated.	\$ 143.00	\$ 286.00
JMR	841.1	2/2/18	1.00	24	Update functional checklists on iPad and Cx Alloy for functional Cx next week. Incorporate design sequence changes.	\$ 143.00	\$ 143.00
JPH	841.1	2/1/18	1.00	1	Review project issues and status. Discussion with MVS regarding design issues.	\$ 203.00	\$ 203.00
MVS	841.1	1/31/18	2.00	21	Prep for and attend Cx meeting + related site walk-through. Meeting focused on BAS issues still open and commissioning schedule. Also discussed smoke control sequence and fan sizing.	\$ 175.00	\$ 350.00
MVS	841.1	1/29/18	0.50	20	Review project budget, status, schedule + review on-going open issues related to BAS delays and design sequences	\$ 175.00	\$ 87.50
JMG	841.1	1/17/18	0.25	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Add issues related to BAS not ready and smoke exhaust fan issues.	\$ 136.00	\$ 34.00
JMG	841.1	1/8/18	0.25	21	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Add issues related to BAS not ready and smoke exhaust fan issues.	\$ 136.00	\$ 34.00

Initial	BillCode	Date	Hours	Taskcode	Description	Hourly Rate	Fee
MVS	841.1	1/3/18	1.00	100	Site walk-through + discuss design sequence issues with JMR + discuss smoke exhaust fan sizing and VFD issues with Gilbane	\$ 175.00	\$ 175.00
JMR	841.1	1/3/18	2.00	24	Review plans, diagrams, and sequence for development of smoke exhaust controls sequence test procedure + review design issues with smoke control fan sizing and VFDs	\$ 143.00	\$ 286.00
JMR	841.1	12/27/17	1.00	25	Update issues report. Incorporate BAS delay issues and re-check issues that continue to remain open.	\$ 138.00	\$ 138.00
MVS	841.1	12/6/17	2.00	21	Prep for and attend Cx meeting. Most of meeting focused on BAS readiness, smoke control fan issues and MAU control issues. Edit/update minutes + related discussion with Gilbane.	\$ 170.00	\$ 340.00
JMR	841.1	12/5/17	7.00	100	Review installation of MEP equipment and controls. Discuss control sequences with Alpha and DeKalb. Revisions to design sequences will be needed. Related review of sequences and development of potential solutions.	\$ 138.00	\$ 966.00
JMG	841.1	11/16/17	0.50	20	Update cx status report by reviewing CxAlloy updates/uploads and email contents, and adding new equipment lines. Add design issues and contractor delay items.	\$ 132.00	\$ 66.00
JMG	841.1	11/13/17	1.00	20	Update cx status report by reviewing CxAlloy updates/uploads and email contents. File cx documents into corresponding CxAlloy assets folder. Add design issues and contractor delay items.	\$ 132.00	\$ 132.00
JMR	841.1	10/27/17	1.50	25	Review contractor updates to Cx Alloy field reports and issues. Update status of issues on CXA. Incorporate items related to design issues.	\$ 138.00	\$ 207.00
JMR	841.1	10/27/17	2.00	201	Review kitchen exhaust hood and makeup air unit submittal for developing functional checklists. Phone call and email with contractor discussing sequence of operation for HVAC equipment. Design issues discussed.	\$ 138.00	\$ 276.00
JMR	841.1	10/19/17	0.50	101	Phone and email with EOR regarding design of kitchen exhaust and makeup air systems and controls. Several issues noted.	\$ 138.00	\$ 69.00
JMR	841.1	10/19/17	3.00	24	Develop remaining functional tests. Import tests to Cx Alloy for field use. Note, design sequence has changed, requiring re-work of checklists.	\$ 138.00	\$ 414.00
JMR	841.1	10/17/17	3.00	24	Develop RTU, hot water system, and smoke mode functional checklists for CX Alloy based on latest updated sequences from Dewberry. Note, design sequence has changed, requiring re-work of checklists.	\$ 138.00	\$ 414.00
JMR	841.1	10/16/17	4.00	24	Develop AHU and RTU functional checklists for CX Alloy based on latest updated sequences from Dewberry. Note, design sequence has changed, requiring re-work of checklists.	\$ 138.00	\$ 552.00
JPH	841.1	6/30/17	0.50	25	Project review. Review design issues and status of open items.	\$ 197.00	\$ 98.50
JPH	841.1	6/16/17	1.00	25	Project review. Review design issues and status of open items.	\$ 197.00	\$ 197.00
JMG	841.1	5/19/17	2.00	10	Insert Dewberry DRN responses into CxAlloy design review section. Several items still have no responses.	\$ 132.00	\$ 264.00

Initial	BillCode	Date	Hours	Taskcode	Description	Hourly Rate	Fee
MVS	841.1	1/4/17	0.50	10	Finalize Holding Cell TAB memo and email to team. This is design issue assistance work.	\$ 170.00	\$ 85.00
JPH	841.1	1/3/17	1.00	20	Design issue review. Open items discussed with MVS.	\$ 197.00	\$ 197.00
MVS	841.1	12/30/16	1.00	2	Phone discussion with DeKalb facilities staff + develop email reagrding holding cell airflow concern + related review of drawings and specs. Desian mav need to be modified to allow for proper airflow and security.	\$ 165.00	\$ 165.00
JMR	841.1	12/9/16	1.00	22	Submittal review + address holding cell supply and return air grille issue	\$ 134.00	\$ 134.00
JPH	841.1	6/30/16	1.00	1	Review files + review design concerns	\$ 191.00	\$ 191.00
JG	841.1	3/17/16	0.75	10	Updating DRNs based on Dewberry responses. 97 design issues still remain open - Dewberry did not respond to most issues. Several mechanical and plumbing items are still open due to no response from EOR.	\$ 128.00	\$ 96.00
MVS	841.1	2/29/16	1.00	9	Plumbing design review + update Cx Alloy reports + related emails. No response from Dewberry on a number of items.	\$ 165.00	\$ 165.00
MVS	841.1	2/22/16	2.00	10	Plumbing systems design review + review issues that remain open. No response from EOR.	\$ 170.00	\$ 340.00
MVS	841.1	2/15/16	0.50	10	Review design issues on the phone with Dewberry. Assist with understanding of the issues.	\$ 165.00	\$ 82.50
JMR	841.1	2/11/16	0.50	9	Review design documents 95% and review comments. Mechanical and plumbing EOR has still not responded to several items.	\$ 134.00	\$ 67.00
MVS	841.1	2/9/16	2.00	10	Recheck 95% CD design review. Several issues from original design review still remain open.	\$ 170.00	\$ 340.00

Proposed	DEKALB COUNTY PUBLIC BUILDING COMMISSION				
10-23-2018	BUDGET SUMMARY FOR FY 2019				
	January 1, 2019 thru December 31, 2019				
		FY 2019	FY 2019		Cash
		Budget	Budget		Balance
Fund #	Funds	Revenues	Expenses		09-30-2018
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8100-7110	General	3,000	35,000		357,765
8200-7210	Capital Improvement Revenue	30,000	30,000		1,500,000
		-----	-----		-----
	Sub-Total	33,000	65,000		1,857,765
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	Renewal & Replacement				
8400-7410	Sycamore Campus	155,000	310,000		1,343,704
8440-7440	Community Outreach Bldg	52,000	40,000		275,741
8450-7450	Health Facility	50,000	295,000		3,249,377
8460-7460	Public Safety Building	40,000	100,000		115,408
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	Total Renewal & Replacement	297,000	745,000		4,984,230
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	Grand Total	330,000	810,000		6,841,995
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DEKALB COUNTY PUBLIC BUILDING COMMISSION

2019 MEETING SCHEDULE

Location: Administration Building's Conference Room East
(SE entrance from parking lot)
110 E. Sycamore Street
Sycamore, IL 60178

TUESDAY	JANUARY 8, 2018*	8:30 AM
TUESDAY	FEBRUARY 5, 2018	8:30 AM
TUESDAY	MARCH 5, 2018	8:30 AM
TUESDAY	APRIL 9, 2018*	8:30 AM
TUESDAY	MAY 7, 2018	8:30 AM
TUESDAY	JUNE 4, 2018	8:30 AM
TUESDAY	JULY 2, 2018	8:30 AM
TUESDAY	AUGUST 6, 2018	8:30 AM
TUESDAY	SEPTEMBER 3, 2018	8:30 AM
TUESDAY	OCTOBER 1, 2018	8:30 AM
TUESDAY	NOVEMBER 5, 2018	8:30 AM
TUESDAY	DECEMBER 3, 2018	8:30 AM

* Change in regular meeting date.

**This is a tentative schedule and with proper notification is subject to change.