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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, APRIL 11, 2017**

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, April 11, 2017 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, and 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, Jail Project Administrator Ed Harvey, County Facilities Management Director Jim Scheffers, Sheriff Roger Scott, Chief Joyce Klein, Mr. Brian Kerner with Dewberry, Mr. Jeremy Roling with Gilbane, Chief Deputy Andrew Sullivan, County Board Members Steve Reid and Steve Faivre, the media, and Commission Secretary Tasha Sims.

#### **APPROVAL OF MINUTES**

**Mr. Larson moved to approve the minutes of both the Tuesday, March 7, 2017 and the Tuesday, March 14, 2017 meetings. Mr. Shepard seconded the motion and it was carried unanimously.**

#### **APPROVAL OF AGENDA**

**Vice Chair Lundgren made the motion to approve the agenda as presented and Ms. Nicholson seconded. The motion passed unanimously by voice vote.**

#### **PUBLIC COMMENTS**

There were no comments from the public.

#### **JAIL EXPANSION PROJECT**

##### **Construction Update:**

Mr. Jeremy Roling of Gilbane gave a PowerPoint presentation for the construction status update on the Jail Expansion Project. Mr. Roling reviewed that the submittal and RFI (Request for Information) reviews are still ongoing and the fire protection, fire alarm and mechanical coordination drawing resubmittals are the only major outstanding submittals left. There are approximately 20 submittals that remain to be submitted in total and 141 RFI's have been submitted to date. Additionally to date, 56 Request for Pricing (RFP's) and 22 Architects Supplemental Instructions (ASI's) have been done. Steel and precast erection and detailing are complete, including the bridge. Concrete slabs are complete in all areas except the east basement and sallyport at this point. Spray fireproofing is complete on level 1 west and level 2. Waterproofing and backfill are complete around the exterior of the building. The permanent roof installation is currently underway and the construction loading platform and stair tower have been installed on the east side of the building. Mr. Roling continued to share that the underground plumbing and electrical in the basement is complete as well as the underground plumbing in the sallyport. In-wall plumbing and electrical rough in has started on level 1 west as well as interior masonry. Exterior masonry

is underway on stairs A & B and exterior metal stud framing has started at the front entrance. Precast washing is complete. Fire protection piping is nearly complete in the basement. Plumbing and electrical overhead rough in is continuing throughout the building. Mechanical equipment curbs have been installed on all roofs and the southwest stairwell has been field measured and stair fabrication is underway.

Mr. Roling additionally provided the Commissioners with progress photos of the construction throughout the building from early March into April.

The upcoming work activities that Mr. Roling explained included, interior masonry continuing on the first floor which is expected to take approximately 25 days. Interior masonry will begin in the basement around April 17<sup>th</sup>. Exterior window installation will begin on April 12<sup>th</sup>. Roofing will be complete over the next three weeks. Concrete slabs will be completed over the next two weeks. Exterior concrete stoop and stair work is expected to begin in early April. A full cell mockup will begin around April 12<sup>th</sup> on the second floor and is expected to be completed in approximately two weeks. Fire protection install will begin in the shell space around April 17<sup>th</sup>. Mechanical piping and ductwork will begin in the basement within two weeks. Basement air handlers will be delivered the week of April 24<sup>th</sup> and the rooftop air handlers will be delivered the week of June 5<sup>th</sup>. Lastly, the third floor masonry walls will begin around May 1<sup>st</sup> followed by the second floor.

Mr. Roling reviewed the allowance tracking logs and indicated that there has been \$26,483.38 spent since the last meeting, March 13, 2017. He shared that in that amount there was additional allocations made to MPC Enterprises, Inc. in the amount of \$6,000 was for cutting open, grouting, and reinforcing the precast plank on the east side of the first floor, all the penetrations for the kitchen and staff areas. The \$19,325 to Hargrave Builders, Inc. was for general clean up that dated back from the middle of February and additional safety work that was done on site. The \$1,158.38 from Berger Excavating Contracts Inc was for digging out slop in the basement from all the current rain. Mr. Roling additionally added that the total allowance amount spent to date has been \$157,768.77 and the remaining balance as of April 5, 2017 is \$303,840.79.

### **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 items with the Commission with some being informational and some requiring approval: PCI #75 (Blue) radio/cell phone conduit system; RFP #42 (Blue) revisions to the Medical Isolation Room ductwork which was discussed at last month's meeting and at that time the price was estimated to be \$81,388.33 but has since been reviewed and reduced and the change order is now for a NTE price of \$75,586.73 (the credit to reduce the redundancy fan would be \$5,600.00); RFP #46 (Blue) shell space RTU and duct revisions which has been discussed in the past couple of meetings and now sits at a NTE cost of \$37,465.60 (updated from printed amount of \$45,008.15); RFP #47 (Blue) various kitchen MAU revisions for a credit of -\$4,410.00, with possibly more credits to follow; RFP #51 (Blue) various revisions such as adding fire extinguishers, bunks in the changing area, relocating an outlet, ceiling revisions and a roof hatch for an overall credit of -\$2,094.65; PCI #97 (Blue) ceiling manufacturer change for a credit of -\$54,590.00; PCI #94 (Blue) to delete key cabinets for a credit of -\$3,800.00.

Mr. Shepard requested to look at RFP #46 shell space RTU and duct revisions one more time because he still was not on board with the price for the change order. Mr. Kerner noted that the majority of the cost associated with the change order is due to design related issues. The lead lag controls were just a small

fraction of the overall cost. Mr. Roling noted that there is quite a bit more to RFP #46 and shared that although they deleted four VAV boxes and received a credit back, the new design eliminates the VAVs but the supply duct comes off the units and goes out and wraps the exterior walls of the shell space. There is a grille at each window and the amount of ductwork is very large. Mr. Shepard shared that all they are needing to do is keep the internal pipes from freezing and expressed that he didn't see the need for all the extra ductwork.

After further discussions, Mr. Kerner noted that there is a hot water coil that is about 10 feet after the duct work comes into the shell space and suggested that maybe they could just end the ductwork there and not extend it all the way around the parameter of the space. That would solve the problem of not extending it through and would still provide lead lag and would provide conditioned air to the shell space.

**It was moved by Mr. Shepard, seconded by Vice Chair Lundgren and it was carried unanimously by voice vote to provide contingent approval for RFP #46 stating that if Mechanical is okay with cutting the ductwork off right after the hot water coil, that they proceed with everything for the shell space RTU up to that coil and leave the rest of the ductwork out.**

**Mr. Shepard moved to approve PCI #75, RFP #47, RFP #51, PCI #97, and PCI #94. Ms. Nicholson seconded the motion and it was approved unanimously.**

Ms. Nicholson noted that she wanted to ask again if the Mechanical Engineer was going to incur any of the costs associated with RFP #42, revisions to the Medical Isolation ductwork, because it was not included in the original drawings. Mr. Kerner shared that Dewberry had a meeting with County Administration Staff to discuss that issue and that those conversations are still ongoing. Mr. Hanson noted that even if approved, they will continue to have conversations with Dewberry regarding recouping any design-related costs.

The Commissioners discussed RFP #42 further including whether or not to include the added redundancy of \$5,600.00. After further deliberations, they felt that it would become too much of a liability to not have the redundancy in the Medical Isolations Rooms and that it would end up costing more to add it later on as well.

**Ms. Nicholson moved to approve RFP #42 revisions to the medical isolation ductwork with redundancy in the total amount of \$75,586.73. Mr. Shepard seconded the motion and it was approved unanimously.**

#### **Upcoming Change Orders / Jail Contingency Fund**

Mr. Kerner reviewed the items in yellow, which signifies they are a work-in-progress include: RFP #50 revisions to glazing in kitchen windows at an estimated cost of \$1,000.00; RFP #54 detention intercom is an estimated cost of \$4,500.00; RFP #56 additional ceiling revisions that are being review could bring an estimate additional credit of -\$30,000.00; RFP #57 potential camera adjustments/relocations at an estimated cost of \$5,000.00; ASI #20 are designed related issues regarding smoke controls and smoke damper revisions at an estimated cost of \$22,000.00; ASI #21 is an owners request for thermostat relocations in the first floor estimated to cost \$3,000.00; ASI #22 is another owners request for thermostat relocations in the second and third floors estimated to cost \$2,000.00; ASI #23 various wall relocations but there are no costs related to the changes; and RFP #58 an owner request to change some roller shades estimated to cost \$1,500.00. One additional item that wasn't added to the list was for an air filter request.

Mr. Kerner reviewed that the total future estimated change orders totaled \$9,000.00. He additionally reviewed the contract amount updates and contingency amounts. The construction contingency amount was updated on March 28, 2017 because some unused funds were moved from Environmental Assessment and Remediation which were in the project soft costs and this increased the contingency

amount to \$662,896.00. With the approved change orders, the pending approval orders, and the estimated future orders, it would leave a remaining contingency amount of \$84,846.52.

Mr. Hanson asked the Commissioners to be vigilant of the yellow upcoming change orders. He wanted the Commissioners to see them early enough to determine if they want to continue to get pricing and move forward because even doing that incurs some additional costs and time. Mr. Hanson added that if there is something that they absolutely don't want to do or they would rather wait until the end, it would be better to know now than continue on with the process until the change order is ready to be voted on.

#### **Loan Update**

Mr. Hanson shared that no additional loans had been done since the last meeting and to date there has been \$11 million borrowed internally. The target bond issue date as of right now is June 21, 2017.

#### **ACCEPTANCE OF REHAB & NURSING CENTER EXPANSION PROJECT**

Mr. Hanson reminded the Commissioners that on November 16, 2016 the Operating Board of the Rehab & Nursing Center expressed a commitment to move forward with an expansion of their current facility. The expansion will necessitate the eventual issuance of about \$13,000,000 of debt to fund the anticipated \$15,000,000 project and said debt will be retired over the years by Rehab & Nursing Center operating revenues and not by property taxes. Additionally, the County Board is the legal authority that can issue building bonds on behalf of the Rehab & Nursing Center. The County's Finance Committee has reviewed the expansion topic on behalf of the County Board and has concluded that if the County Board were to issue debt for this project, the Finance Committee would like to see the project managed by an over-sight authority who has expertise working with construction projects so that the likelihood of the project being completed within the monies allotted and in compliance with construction standards is maximized. The Finance Committee noted that the DeKalb County Public Building Commission is currently over-seeing the Jail Expansion project and that this project has benefitted by the expertise of the Commission and are recommending that the Public Building Commission should be charged with the responsibility for acting as the County Board's over-sight for the expansion project during the anticipated expansion cycle of 2017 - 2019.

**It was moved by Mr. Larson, seconded by Ms. Nicholson and it was approved unanimously by voice vote to accept the responsibility for acting as the County Board's over-sight for the expansion project of the DeKalb County Rehab & Nursing Center during the anticipated expansion cycle of 2017 – 2019.**

#### **OLD BUSINESS / NEW BUSINESS**

There were no items presented.

#### **ADJOURNMENT**

**A motion to adjourn was made by Mr. Larson, seconded by Ms. Nicholson and passed unanimously.** The meeting was adjourned at 9:37 a.m.

  
Tasha Sims, Secretary



  
Matt Swanson, Chairman

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<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, 2017	Chairman	September 19, 2007
<b><u>Non-Voting Officers</u></b>			
Ms. Tasha Sims	September 30, 2017	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2017	Treasurer	February 18, 1984

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## DEKALB COUNTY PUBLIC BUILDING COMMISSION

### RESOLUTION

WHEREAS, on November 16, 2016 the Operating Board of the Rehab & Nursing Center expressed a commitment to move forward with an expansion of their current facility, and

WHEREAS, such expansion will necessitate the eventual issuance of about \$13,000,000 of debt to fund the anticipated \$15,000,000 project and said debt will be retired over the years by Rehab & Nursing Center operating revenues and not by property taxes, and

WHEREAS, the County Board is the legal authority that can issue building bonds on behalf of the Rehab & Nursing Center, and

WHEREAS, the Finance Committee has reviewed the expansion topic on behalf of the County Board and has concluded that if the County Board were to issue debt for this project, the Finance Committee would like to see the project managed by an over-sight authority who has expertise working with construction projects so that the likelihood of the project being completed within the monies allotted and in compliance with construction standards is maximized, and

WHEREAS, the Finance Committee noted that the DeKalb County Public Building Commission is currently over-seeing the Jail Expansion project and that this project has benefitted by the expertise of the Commission, and

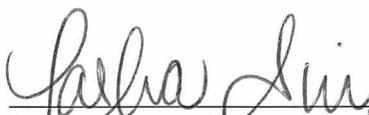
WHEREAS, the Finance Committee recommended to the County Board that the Public Building Commission should be charged with the responsibility for acting as the County Board's over-sight for the expansion project;

NOW, THEREFORE BE IT RESOLVED by the DeKalb County Public Building Commission, that if requested by the DeKalb County Board, the Commission agrees to accept the Rehab & Nursing Center's \$15,000,000 Expansion Project as a project that the Commission is willing to manage and oversee on behalf of the DeKalb County Board and the Operating Board of the DeKalb County Rehab & Nursing Center during the anticipated expansion cycle of 2017 - 2019.

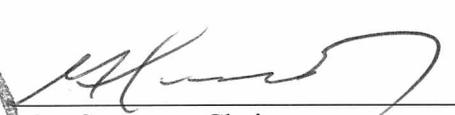
PASSED AT SYCAMORE, ILLINOIS THIS 11<sup>th</sup> DAY OF APRIL, 2017.

ATTEST:

SIGNED:

  
Tasha Sims, Secretary  
DeKalb County  
Public Building Commission



  
Matt Swanson, Chairman  
DeKalb County  
Public Building Commission