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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, DECEMBER 5, 2017

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, December 5, 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, Ms. Cheryl Nicholson, Vice Chairman Larry Lundgren, 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, Chief Joyce Klein, Mr. Brian Kerner with Dewberry, Mr. Jeremy Roling with Gilbane, Gary Winschel, and Commission Secretary Tasha Sims.

APPROVAL OF MINUTES

A couple minor errors were identified in the November 7, 2017, meeting minutes.

Mr. Larson moved to approve the minutes as corrected for the Tuesday, November 7, 2017, meeting. Mr. Shepard seconded the motion and it was carried unanimously.

APPROVAL OF AGENDA

Mr. Larson made the motion to approve the agenda as presented and Vice Chairman Lundgren 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 75% of the project has been paid out so far and 90% of the construction work has been completed as of November 30, 2017. Additionally, there is \$205,109 in contractor allowances remaining and \$186,158 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 434 Safe Work Days completed with 120,000+ man 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. Waukegan Steel's contract was closed out in November and Metalmaster has requested retainage reduction from 10% to 5% on the roofing and metal panel bid packages in December. There have been 208 RFI's that have been submitted and answered to date. Additionally reported, to date, there have been 83 Request for Pricing (RFP's) and

29 Architects Supplemental Instructions (ASI's) that have been issued. Mr. Roling continued on sharing that the exterior glazing and metal panel work has wrapped up and the County signage has been installed. Overhead doors and loading dock equipment has been installed. The security fence installation is nearing completion as well. On the first floor, the ceilings are complete, doors are hung with hardware installation ongoing, and millwork is currently being installed. On the second floor, ceilings are nearly complete with MEP trim following. Door and hardware installation has also begun on the second floor. Ceiling installation began on the third floor on December 1st. The wall to the current Public Safety Building has been opened up and finishing work is ongoing at the connecting corridor. The kitchen and laundry equipment has now been installed too. Painting is underway and finishing up in the stairwells and three of the four are done. Fire alarm and telecommunication trim out work has begun and security cable pulling and termination continue while device installation has begun on the first floor.

The progress photos throughout the past month illustrated the finishing work of the north elevation of the building, the front lobby progress, kitchen equipment installation, first-floor millwork installation, and second-floor Dayroom N in progress.

Upcoming work activities that Mr. Roling shared with the Commissioners included, all major material deliveries are to be received by December 15th. The loading platform is due to be removed on December 18th. The in-fill precast panel on the east elevation is scheduled to be installed on December 21st. Detention ceiling install will be ongoing on the third floor through December. Floor finishes and final painting starting on the first floor is scheduled for December 4th. The front entrance lobby tile is starting December 11th. Cleaning and sealing of concrete floors is to begin in late December. Second and third floor finishes will be following ceiling installation. Mid-January will be construction cleaning and late January is the target for punch list inspection with furniture delivery on April 1st.

Chairman Swanson noted that on the tour they took last month, he noticed that there aren't any floor drains in the shell space and wondered what the thought process was on that. It was clarified that the future for that shell space as of right now is to be somewhat of a mirror image of the cells that are being built now on the second and third floor. Mr. Kerner added that all of the plumbing would be done in the second phase of the future build out and added that it will be a difficult build out. Vice Chair Lundgren additionally expressed his added concern with there being sprinklers and no drainage in the shell space. Mr. Roling also noted that if jail standards are to change in the next 5, 10, 15+ years down the road, any floor drains that are put in now will need to be changed and it will be lost work. Vice Chair Lundgren reiterated that he wanted the record to show that there were concerns expressed with not having any floor drains in the shell space of the Jail Expansion Project.

Mr. Roling next revisited the security fence issue that was brought up at last month's meeting. The security fence installation has progressed per the original design which the Commissioners voted to do. Regarding the top portion of the fence though, one option for capping the fence was shown using 24ga galvanized steel. This option requires the fence panels to be cut down flush with the top rail to allow the cap to be fastened. Then, self-tapping fasteners would be used to secure the cap materials to the top rail. Mr. Roling shared that Gilbane is working with Metalmaster Roofmaster for pricing. He additionally shared that as of right now he has a not to exceed price of \$9,819 for everything involved with adding the capping to the fence, including labor. The majority of the cost is labor and Mr. Roling noted that he believes there is a potential of that total cost to go down once the project gets underway.

Mr. Shepard moved to approve going forward with the security fence cap option they were presented with for a not to exceed price of \$10,000.00. Mr. Larson seconded the motion. The motion carried with one opposition from Vice Chairman Lundgren.

Lastly, Mr. Roling reviewed with the Commissioners the Allowance Tracking Log. \$10,898.12 has been allocated since October 30, 2017. He reviewed a couple of the larger purchases made throughout the

month. He lastly reported that the log showed that to date there has been \$247,017.42 spent and the remaining balance as of November 22, 2017, was \$205,109.37.

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: RFP #82 for design-related work to roof top unit #2's duct detector in the amount of \$3,884.00; PCI #155 for a moisture mitigation allowance for the flooring which would cover the entire building for a not to exceed amount of \$30,000.00. Mr. Roling additionally gave some extra information on the flooring moisture situation.

Ms. Nicholson moved to approve RFP #82 and PCI #155 in the total amount of \$33,884.00. Mr. Larson seconded the motion and it was carried unanimously.

Mr. Kerner additionally shared for informational purposes that PCI #113 in yellow, which has been shown for several months, was for detention ceiling access panels with a current credit of -\$4,022.00; PCI #150 was put on the list as a placeholder for future discussion regarding the generator platforms; PCI #151 was for the security fence revisions which the Commissioners already approved earlier for a not to exceed price of \$10,000.00; PCI #152 was explained to be the concrete pad around the generators. Mr. Roling additionally shared that this project will not be done until next spring and he is waiting for final confirmation on a price from Abbey Paving; RFP #83 was a credit of -\$3,000.00 for flow measuring station and smoke exhaust control sequence revisions.

Mr. Kerner lastly noted that for RFP #78 the Commission originally approved a not to exceed total of \$15,000.00 for paging system changes and the final cost ended up being \$10,230.34.

2018 MEETING SCHEDULE

The Commissioners were presented with a tentative 2018 meeting schedule. A couple changes were discussed.

Mr. Larson moved to approve the 2018 meeting schedule with changes. Mr. Shepard seconded the motion and it carried unanimously.

APPROVAL OF NURSING HOME EXPANSION CONTRACTS

Mr. Hanson reviewed that the changes that the Commissioners expressed at their last meeting have been incorporated in the contracts and were resent out to them prior to their current meeting. Hearing no other questions or concerns, Chairman Swanson requested a motion for approval.

Ms. Nicholson moved to approve the DeKalb County Rehab & Nursing Center Expansion Contracts. Mr. Shepard seconded the motion and it was carried unanimously by voice vote.

Mr. Gary Winschel from Management Performance Associates, Inc., the County Nursing Home's Management Firm noted that with the approval of the contracts that will move forward with the detailed design development of the project and they hope to firm up the pricing of the project by the end of February, possibly early March.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:33 a.m. for the purpose of discussing pending litigation/personnel. Mr. Shepard 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 10:05 a.m.

FY 2018 BUDGET

Mr. Hanson presented the FY 2018 Budget to the Commissioners and briefly reviewed their summary sheet.

Mr. Larson moved to approve the Public Building Commission's FY 2018 Budget. Ms. Nicholson seconded the motion and it was approved unanimously.

OLD BUSINESS / NEW BUSINESS

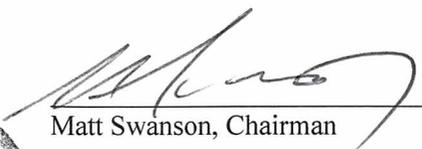
None.

ADJOURNMENT

A motion to adjourn was made by Mr. Larson, seconded by Ms. Nicholson and passed unanimously. The meeting was adjourned at 10:12 a.m.


Tasha Sims, Secretary


The seal is circular with the text "DEKALB COUNTY PUBLIC BUILDING COMMISSION" around the perimeter, "CORPORATE" at the top, "ILLINOIS" at the bottom, and "SEAL" in the center with a star below it.


Matt Swanson, Chairman

<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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