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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, JANUARY 3, 2017**

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, January 3, 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 Vice Chairman Larry Lundgren, Ms. Cheryl Nicholson, Mr. Chuck Shepard and Chairman Matt Swanson. Mr. Mike Larson was physically absent. A quorum was established.

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, County Board Vice Chairman Tracy Jones, County Board Member Steve Faivre, Greg Millburg, Mike Scavotta, Gary Winschel, and Commission Secretary Tasha Sims.

**It was moved by Mr. Shepard, seconded by Vice Chairman Lundgren and it was approved unanimously to allow fellow Commissioner, Mr. Mike Larson, to attend the meeting electronically via phone.**

#### **APPROVAL OF MINUTES**

**Mr. Shepard moved to approve the minutes of the Tuesday, December 6, 2016 meeting and Ms. Nicholson seconded the motion. Motion carried unanimously.**

#### **APPROVAL OF AGENDA**

**Chairman Swanson asked for a motion to approve the agenda as presented. Vice Chair Lundgren made the motion for approval and Ms. Nicholson seconded the motion. 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 ongoing and the 3D coordination work on the Mechanical, Electrical, Plumbing, and Fire Protection are now all 100% complete. The 2D shop and layout drawings are being produced now. There have been 102 RFI's that have been submitted to date and Submittals are about 75% complete at this time. The structural steel fabrications is 50% complete and keeping pace with erection. To date, there have been 39 Request for Pricing (RFP's) and 17 Architects Supplemental Instructions (ASI's). Pre-cast erection is

approximately 45% complete and steel erection is under way on sequence 2 of 6. Mr. Roling noted that they are looking to wrap up the west half pre-cast and steel erection by January 10<sup>th</sup>. Concrete foundation work is ongoing at the east end of the building and temporary heating has begun as needed in order to cure concrete and grout properly.

Mr. Roling reviewed progress photos of the construction site that were taken throughout the month of December. The photos additional showed that the overhead conduit installations are underway and what the temporary heating shelters looked like.

Upcoming work activities were reviewed and it was shared that pre-cast and steel erection is moving on to the east side of the building, steel decking and detailing will continue on the west, concrete foundation work will continue along the east wall, overhead electrical work continues in the basement, plumbing overhead work will get underway in the basement in January, and preparation for concrete slab placement on the west sides of the building will begin.

Mr. Roling continued on by sharing that the allowance tracking log shows the current value of \$107,746.99 and an overall allowance amount of \$441,609.56 utilized so far with an ending balance of \$333,862.57. The reasoning behind some of the large allowances are for mud slabs from Manusos General Contracting Inc and building temporary ceilings and shoveling snow from Hargrave Builders, Inc.

#### **Jail Cell Duct Work**

Mr. Hanson explained that this item was not ready to be presented yet because they are still gathering information. The item was placed on the agenda just in case it was ready. Mr. Jim Scheffers is continuing to work with the Project's Commissioning Agent to obtain more information but the hopes is to have everything ready to go and present the final findings to the Commission and be ready for an ultimate decision on the duct work issue.

The Commissioners additionally reviewed and reiterated the issues with the duct work design. It was still questioned why this wasn't caught in the design-phase. It was also reiterated that that the Mechanical Engineer at Dewberry and the E Cube Commissioning Agent have both commented on the design and have said that the supply and return air should circulate properly. Mr. Scheffers expressed his concerns and also noted that another large reason he is working on this is to ensure better airflow in the cells and to minimize any possibilities of blocking the ducts by the inmates. He noted that he is working with E Cube to finalized discussions and gather more information for the Commissioners to have at next month's meeting.

The Commissioners finalized their comments on the duct issue and Chairman Swanson noted that their objective is to catch a problem before it becomes a bigger problem and this issue is being looking into and they will talk more about it next month.

#### **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. Mr. Kerner reviewed the following items with the Commission requiring approval: RFP #9R – B&F Review Comment Modifications, which is for a design-related change totaling \$85,861.70 for various smoke control system additions due to code requirements. This is a split between electrical and mechanical costs and Mr. Kerner noted that it is under design-related because he thinks it should have been caught earlier. Next, was another design-related item, RFP #38 – Duct, piping and plumbing

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revisions above ceiling in Corridor CR210 for a total of \$10,308.83. Lastly, PCI #76 for -\$1,585.73 is a credit for trench drain in the kitchen area due to a double bid issue. Mr. Kerner reviewed that the amount requested to be approved totals \$94,584.80.

**Mr. Sheppard moved to approve RFP #9R and #38, and PCI #76 totaling \$94,584.80. Vice Chairman Lundgren seconded the motion and it carried unanimously by voice vote.**

#### **Loan Update**

Mr. Hanson shared that nothing has changed since the last meeting and to date have had \$7 million in internal borrowing. Mr. Hanson noted that he expected to do another internal loan in the month of January and that everything is still on track to do a bond issue in June for \$33 million.

#### **2016 BUDGET TRANSFERS**

Mr. Hanson reviewed a handout that displayed the FY 2016 Year-End Budget Transfers. He explained these were to clean up the FY 2016 Budget. The transfers were to cover additional project time needed prior to Mary Simons' retirement, additional interest earned from Jail Project, and unexpected HVAC replacement in the County's Legislative Center.

**Ms. Nicholson moved to approve the FY 2016 Year-End Budget Transfers. Mr. Shepard seconded the motion and it passed unanimously.**

#### **PRESENTATION ON NURSING HOME EXPANSION**

Mr. Hanson introduced Mr. Gary Winschel and Mr. Mike Scavotto from Management Performance Associates, Inc. "MPA" of course St. Louis. MPA has been the County Nursing Home's Management Firm since around 1997. Mr. Hanson provided that in November the DeKalb County Rehab & Nursing Center Operating Board passed a resolution to move forward with the process of hoping to expand the County Nursing Home. This is the beginning of a several step process and thought it would be a good time to ask Nursing Home Officials to provide a brief overview of the proposed expansion / improvement plan. Mr. Hanson reviewed that when the County Nursing Home moved out to the DeKalb Campus Facility, one of MPA's charges was that they had to operate the Nursing Home without using property tax dollars and they had to pay for the new facility out of operating revenues. That has been successful for the past 20 years and that same model is looking at this expansion; any debt payments have to come out of operating revenues. Mr. Hanson shared that there would be no property tax dollars involved with this debt payment. The County Nursing Home has been a good success story and the proposed expansion will give the opportunity to position themselves to be remain competitive in the marketplace going forward.

The reason this presentation is being given to the Commissioners is because there will be opportunity to manage this expansion project on a higher level that could be done by the County Board, the Nursing Home Operating Board, or the Public Building Commission.

Mr. Scavotto and Mr. Winschel reviewed that the Nursing Home is positioning itself to stay competitive in the marketplace and continue to meeting the needs of the residents while enhancing their quality of life. The proposed project adds 18 private Medicare rooms, including a dining and family room. This will be adjacent to the therapy department. The current Medicare Unit, 10 semi-private rooms and three private rooms, will be remodeling into 13 private rooms creating a Medicare Unit with 31 private rooms. A large activity room will be created in the center for the facility. Corridors for efficient food delivery will run next to the activity room and Resident Family Rooms will be enlarges and updated.

The project cost is not to exceed \$15 million – total of all hard and soft costs. The Nursing Home will pay for the project out of operations, as it did with the prior bonds that were retired in 2016. Current plans are for the Home to use \$2 million of equity, with the remaining costs covered by bonds, approximately \$13 million. Affordability indicators include Debt Service Coverage and cumulative cash over the five years

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after construction to be: Debt Services Coverage ranges from 1.75 to 1.90, Cumulative cash ranges from \$7 million to \$11.2 million.

The Nursing Home currently has 88 semi-private rooms and 14 private rooms (190) – 23 beds of which are Medicare (adjacent rooms are used for additional Medicare residents), after construction there will be 31 private Medicare rooms, 13 private pay – private rooms and 76 semi-private rooms (196 beds). Conservatively, the payer mix is projected to remain the same which currently averages 50% Medicaid, 35% Private Pay and 15% Medicare.

Mr. Winschel additionally took the Commissioners through a few architectural planning designs of the proposed expansion and reviewed the current anticipated scope of work cost estimates.

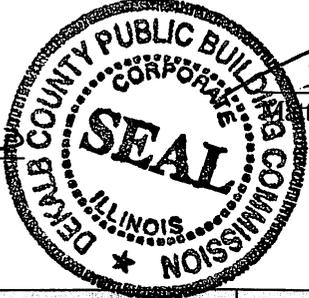
**OLD BUSINESS / NEW BUSINESS**

There were no items presented.

**ADJOURNMENT**

A motion to adjourn was made by Vice Chair Lundgren, seconded by Mr. Larson and passed unanimously. The meeting was adjourned at 9:51 a.m.

  
 Tasha Sims, Secretary

   
 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, 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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