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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, JUNE 13, 2017**

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, June 13, 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**

Vice Chairman Larry Lundgren 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 was present via phone. A quorum was established with four Commissioners physically present.

Others that were present included: Commission Treasurer Gary Hanson, Jail Project Administrator Ed Harvey, County Facilities Management Director Jim Scheffers, Chief Joyce Klein, Mr. Brian Kerner with Dewberry, Mr. Jeremy Roling with Gilbane, County Board Members Steve Reid, Greg Millburg and Commission Secretary Tasha Sims.

#### **APPROVAL OF MINUTES**

**Mr. Larson moved to approve the minutes for the Tuesday, May 2, 2017 meetings. Ms. Nicholson seconded the motion and it was carried unanimously.**

#### **APPROVAL OF AGENDA**

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

#### **PUBLIC COMMENTS**

There were no comments from the public.

#### **JAIL EXPANSION PROJECT**

##### **Loan Update:**

Mr. Hanson noted that there hasn't been any changes to the loan handout since last meeting. \$14 million has been borrowed internally and the Bond Sale will be taking place at 10:15 a.m. on June 21, 2017. Once the bonds are sold and approved by the County Board, the settlement money would be due to come in early to mid-July and all of the internally borrowed money will be paid back.

##### **Financial Recap:**

Mr. Hanson additionally reviewed a new spreadsheet with the Commissioners that outlined the Jail Expansion Project's budgeted funds verse the actual funds that have been expended so far. The figured showed that, to date, 44% of the total project budget has been expended and 50% of construction is completed.

Vice Chairman Lundgren expressed that he really feels they all should keep a real watchful eye on change orders to not only ensure there is no overspending but to also have enough foresight to know if there are any important (necessary) items that will need to be addressed further along within the project.

Mr. Hanson noted that some change orders today or in the present may be items that can be put off until later in the project to ensure that the funds are available.

Ms. Nicholson shared that she remained hopeful that most of the large-scale design-related issues have already been addressed in the first stage of the project and the likelihood of major change orders generally decrease in the finishing stages of projects.

### **Construction Update:**

Mr. Jeremy Roling of Gilbane gave a brief 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 continue to be the only major remaining submittals left. The fire protection submittal has been reviewed by B&F twice and recently came back with on a handful of comments which is scheduled for resubmittal on July 13<sup>th</sup>. The fire alarm resubmittal is expected to be on June 14<sup>th</sup>. Mr. Roling reported that a total of 9 submittals remain to be submitted and 159 RFI's have been submitted to date. Also to date, there have been 66 Request for Pricing (RFP's) and 25 Architects Supplemental Instructions (ASI's).

The upcoming work activities that Mr. Roling shared included, the masonry work is ongoing on levels 2 & 3 through mid-August. Mechanical, electrical, plumbing, and fire protection are all continuing throughout the building. Generators are to be delivered near the end of June, roof top air handlers are to be delivered the last week of June, and elevator installation begins July 10<sup>th</sup>. Block fullers and first coat of paint will be starting in June. Metal panels were field measured on June 8<sup>th</sup> with an expected delivery in early September. Stair installations will continue with stair A & B and Manusos General Contracting's scope of work will be substantially complete in June.

Mr. Roling reviewed the allowance tracking logs and indicated that there has been \$1,934.51 spent since the last month, April 26, 2017. He explained that \$516.11 was spent with Manusos for miscellaneous general concrete work, \$818.40 was spent with Metalmaster Roofmaster, Inc. for some additional insulation and flashing detail on the rooftop, and \$600.00 was spent with Berger Excavating for dressing up the site where deep ruts were forming in order to keep in compliance with their Stormwater Management program. To date, there has been \$164,577.54 spent and the remaining balance of June 8, 2017 was \$297,032.02. Mr. Roling added that he feels they are in good shape with all of the allowances.

### **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 orange items with the Commissioners: RFP #47 (Orange) was for additional savings that were found to be associated with the kitchen MAU revisions that was originally approved for -\$10,288 and now is totaling -\$13,066.00, RFP #48 (Orange) was for roof beam connection to precast which was originally anticipated to be \$3,961.00 but actually came in at a cost of \$2,738.90 after further math calculations were finalized, RFP #50 was for revisions to window glazing which has been approved for \$567.00, RFP #56 (Orange) is for additional ceiling revision credits that were found. Original credits were approved for -\$11,470.00 and

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now are totaling -\$14,516.00, PCI #110 (Orange) was for a flush valve drain and it was finalized and approved for a total of \$2,934.48, and PCI #TA4 (Orange) -\$18,390.44 was credit back to the change order log for the closing out of Excel Electrical Allowance Credit.

The items that were reviewed for pending approval in blue included: ASI #22 (Blue) for thermostat revisions on the second and third floors for an amount of \$1,781.00, RFP #60 (Blue) for smoke dampers that are required by code and are a design-related cost for a total of \$12,727.40, RFP #63 (Blue) was for modifications to the Hirsh control panel in order to make the panel network compatible for a total of \$4,470.26, ASI #25 (Blue) was for owner-requested door lockset revisions for a total of \$2,455.35, and RFP #66 (Blue) was for elevator access control modifications to include the second car for a total of \$3,817.41. The amount requested to be approved for the pending change orders totaled \$25,251.42.

The following estimates were reviewed for possible future change orders: RFP #55 (Yellow) was for a VAV box for the women's locker room estimated to cost \$15,000.00. Chief Klein explained that included in that cost, there is an additional nursing room on the other side of the hall from the locker room that was not designed with any mechanicals going into that room. A decision needed to be made what zone those mechanicals were going to come from and after great discussion, this additional VAV box was added as a possibility. RFP #58 (Yellow) for roller shades was asked to be removed because that issue was cleared up at a cost of \$0, RFP #61 (Yellow) for railing at the third floor balcony for an estimated cost of \$25,000.00, RFP #62 (Yellow) is for an unforeseen precast correction at the bridge for an estimated amount of \$5,000.00, PCI #113 (Yellow) for credits to the detention ceiling access panel for an amount of -\$4,022.00 and this amount is going to continue to be held as an allowance in case there are any more access panel revisions, RFP #64 (Yellow) for a code-required rated enclosure for fire protection pipe risers estimated to cost \$3,000.00, RFP #65 (Yellow) for medical isolation room screen walls for an estimate of \$2,000.00.

PCI #118 (Yellow) was explained to be for a skylight change requests. The Sheriff's Department has requested a change to the skylights currently installed in the building. The skylights were specified and approved with translucent acrylic outer domes with a 10mm multiwall polycarbonate panel on the inside to act as a heat baffle; however, it is desired they now be clear. There are 10 skylights on the west side of the building and 8 on the east side for a total of 18. Mr. Kerner explained that the cost to replace would be as follows: Option 1, would be to replace 10 skylights on the west side for a total of \$18,610.00 or Option 2, replace all 18 skylights for a total of \$28,989.00. The material lead time is 2-3 weeks and material price could change if decision was held to closer to the end of the project; however, a no-fab order could be placed to lock in the rate and could always be canceled later on. The group discussed this change order and the consensus was to move forward with only doing the 10 skylights on the west side of the building for a cost of \$18,610.00.

Mr. Kerner continued with ASI #26 (Yellow) which is an information item only for a \$0 cost associated with changed to paint and flooring and RFP #67 (Yellow) for an elevator access panel to an unoccupied space for an amount of \$1,000.00.

**Ms. Nicholson moved to approve ASI #22, RFP #60, RFP #63, ASI #25, RFP #66 totaling \$25,251.42 and PCI #118 for 10 skylights totaling \$18,610.00. Mr. Shepard seconded the motion and it was carried unanimously.**

#### **E CUBE COMMISSIONING UPDATE**

Mr. Scheffers provided the Commissioners with the documentation that was received from the Construction Phase Commissioning Kickoff Meeting held by E Cube, Inc. The information provided displayed what the commissioning was going to cover and what E Cube is requiring from all of the contractors throughout the Jail Expansion Project. The forms and process were noted to look like very good discipline to make sure the mechanical contractors and all are doing what they should be doing.

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**OLD BUSINESS / NEW BUSINESS**

There were no additional business items discussed.

**NEXT MEETING DATE**

It was confirmed that due to the next meeting falling on July 4<sup>th</sup>, the Commissioners would meet Wednesday, July 5<sup>th</sup> for their next meeting.

**TOUR OF JAIL EXPANSION**

Mr. Kerner and Mr. Roling took the Commissioners and those in attendance on a tour of the Jail Expansion to personally see the progress of the project inside and out.

**ADJOURNMENT**

A motion to adjourn was made by Ms. Nicholson, seconded by Mr. Shepard and passed unanimously. The meeting was adjourned at 10:15 a.m.

  
Tasha Sims, Secretary



  
Larry Lundgren, Vice 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