

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, MAY 7, 2019

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, May 7, 2019, at 8:30 a.m. in the Community Outreach Building's Conference Room West in DeKalb, 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, Mr. John Heimbach with Larson & Darby, Mr. Jeff Blanck with Ringland-Johnson Construction, Nursing Home Maintenance Supervisor Steve O'Bryan, County Board Members Jeff Whelan and Steve Faivre, and Commission Secretary Tasha Sims.

APPROVAL OF AGENDA

Mr. Larson moved to approve the agenda. Ms. Nicholson seconded the motion and it was approved unanimously by voice vote.

APPROVAL OF MINUTES

Mr. Shepard moved to approve the minutes for the Tuesday, April 9, 2019 meeting. Mr. Larson seconded the motion and it was carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

NURSING HOME EXPANSION PROJECT

Financial Update

Mr. Hanson shared that there wasn't a financial update this month but did share that the project crossed the \$2 million mark of expenditures, which means the Nursing Home has used up their cash contribution to the project. Now, internal borrowing will begin with the sale of bonds expected to take place in 2020.

Project Update

Mr. Jeff Blanck, Project Manager/Site Superintendent for Ringland-Johnson Construction, joined the Commissioners to provide an update on the Expansion Project. Mr. Blanck shared that the interior remodeling continues throughout the Physical Therapy Area, the Salon, and the Nurse Station and Support Rooms to the Nurses Station in Building A.

The casework for the Nurse Station Island showed up yesterday and installation on that is in progress. That will be followed up by the rough-in of electric and low-voltage in order to get systems up and running in order to occupy and use the space.

The removal of concrete from the courtyard, relating to the additions, is ongoing. The weather has not helped anything as far as places to be able to bring any of the concrete. Unfortunately, the upcoming forecast is not looking the greatest for conditions as well.

The City of DeKalb issued the permits for the additional construction. He thanked the Commissioners for their help in getting that expedited. Receiving that permit allowed Mr. Blanck to start plugging in dates relating to moving forward, which is what brought up some of the upcoming change order issues. Once the concrete is removed, they would like to start on the underground storm work in the courtyard, followed by the foundations immediately after that. The timeframe given on the underground and foundation work was estimated to take about three weeks.

Change Order Request

Mr. Heimbach reviewed the following Potential Change Order requests with the Commissioners for their approval:

- PCO #5: This is a no-cost change order but Mr. Heimbach wanted to get it formally into the process. The item was for a language change to the owner contract in order to streamline the process for payment requests.
- PCO #6: These updated Civil Drawings were a result of code review from the City of DeKalb's Planning Office and the Kishwaukee Water Reclamation District (Sanitary Dist.). There are two costs that are addressed under PCO #6. The first one is for storm drainage. According to a Drainage Report done by WBK Engineering, it was determined that the retention ponds to the east and west of the proposed TCU (Nursing Home Expansion) are becoming saturated and not accepting of additional water and recommend a storm line be constructed and directed to the south.

Mr. Shepard shared that he went to the Sanitary District and the City of DeKalb and learned that all of this information for this PCO had been known since December of 2018. He questioned why this became an emergency all of a sudden. Mr. Blanck indicated that he wanted to keep the project moving along once the removal of the concrete was completed, which Mr. Shepard found very understandable. Mr. Heimbach agreed that the conversations should have occurred earlier but they were not granted approval from the City for their proposed changes to respond to this item until the end of February. Chairman Swanson echoed that this was not a real good way to start out the project. Mr. Shepard noted that in order to set the tone going forward, the Commissioners need to be more in the know about what is going on with this project.

The second half of this PCO has to do with the Kishwaukee Reclamation District. They request that since the project is replacing the grease trap, a new connection will need to be made with a manhole. The total of the additional storm line and grease trap work totaled \$38,088.00.

- PCO #8: This item is in regards to finishes of the front of the Nurse Station totaling \$2,128.00 which would be coming out of the Scope Gap/Contingency. Mr. Heimbach explained that it was discovered that there was an area of the front of the Nurse Station that was supposed to have a plastic laminate that neither the Millwork Contractor or the supplier that is providing impact resistant panels picked up so now it is needed to be put back into the project for both Nurse Stations. It was determined that the drawings were unclear and that is why they were not picked up. After further discussions, Ms. Nicholson requested that within the Change Order Event Log, this item gets written up as an Architect Issue as opposed to a Scope Gap issue under the originator of the PCO.

PCO #9: This unforeseen issue totaling \$1,893.00 was for the re-installation of circuits in overhead conduits.

PCO #10: This item was categorized as another Scope Gap/Contingency Issue for Fabric-Wrapped Acoustical Panels totaling \$26,645. Mr. Heimbach explained that there are about a dozen assemblies of these panels that are on the ceiling above both Nurse Stations. This costs represents removing those panels, recover them, and reinstall them. They had shown details on the plans for these panels as well as on the Room Finish Schedule that they were in the Nurse Station but what they didn't have was them on the Reflective Ceiling Plan and didn't show anything that would have indicated the quantity, consequently, these panels did not get priced at all. This amount is to bring the panels into the project. Ms. Nicholson indicated again that she would like this item identified as an Architect Issue as opposed to a Scope Gap issue, Chairman Swanson agreed.

Ms. Nicholson moved to approve PCO #5, PCO #6, PCO #8, PCO #9, and PCO #10 totaling \$68,754.00 with the caveat that PCO #8 & #10 are changed under the Originator on Change Event Log from Scope Gap/Contingency to Architect with the funds still coming out of the Construction Contingency. Mr. Shepard seconded the motion. The motion carried unanimously.

UPCOMING CHANGE ORDERS

Mr. Blanck reviewed the following upcoming change orders with the Commissioners:

PCO #7: Existing Pneumatic Thermostats Issue. These existing pneumatic thermostats were located on existing walls that were to be removed during construction. No new locations were shown on drawings. This was an unforeseen condition not documented with the original construction.

PCO #11: Revised landscape drawings for TCU addition. Landscape changes in response to Zoning Department Review. The city zoning department wanted additional landscape buffer between the addition and the walking path.

PCO #12: Reinstall Door to Corridor from Soiled Utility Room 225 Issue. The owner requested a second door to the Soiled Utility Room from the main corridor to replace door removed for a new layout. This second door will provide easier access to the Soiled Utility Room from the Nurse Station.

PCO #13: Topping out of existing rated walls Soiled Utility 225 Issue. Unfinished existing fire rated walls around Soiled Utility Room 225 above ceiling areas. The walls in the Soiled Utility Room are fire rated in the original building design. During demolition, removal of existing drywall revealed the walls were not properly constructed by failing to extend up to the underside of the floor deck above. This is an unforeseen condition that occurred in hidden areas behind existing drywall.

PCO #14: Fire Proofing Steel in Med Room 229 Issue. Structural steel behind the existing Nurse Stations and above the Med Room did not have adequate fireproofing. Fireproofing was missing in some areas. This issue was discovered during renovation work in the Medication Room. This is an unforeseen condition that was not constructed correctly in the original building.

- PCO #15: Existing headers drywalled Salon 125, Corridor 132 Issue. Wall and opening headers were not correctly protected with drywall to meet the required fire ratings. This condition was discovered during the renovation work in the Beauty Salon. This is an unforeseen condition not constructed correctly in the original building.
- PCO #16: Remove an unused plumbing chase in Physical Therapy 111. The owner requested the removal of an existing 1'-5" x 2'-5" unused plumbing chase located on the exterior wall in the existing Physical Therapy Room to improve the appearance of the existing wall.
- PCO #17: Remove Fire Protection in Dormers Issue. The existing fire protection dry system had a line that extended from the roof system above the dining rooms into these dormers. The removal of the dormers exposed this dry sprinkler line to the exterior. The sprinkler line was discovered when the dormer was removed. This was an unforeseen condition not documented with the original construction.
- PCO #18: Provide and install a new floor drain in existing Mechanical Room 128. The owner requested a new floor drain to be installed in this Mechanical Room. The drain will allow a better option to remove water from the floor when the pumps are undergoing repair or maintenance.
- PCO #19: Skylights Infill Issue. Install roof structure and roofing to enclose two existing skylights at Northwest corner of the existing courtyard. These penetrations through the roof occur above what will become interior space. The architect is requesting to add this work to the project. The infill was not shown on the bid documents.
- PCO #20: Remove existing dormers above CVS Dining Room and patch roof to match new roof condition at other three existing dining rooms. The owner requested the removal of these two dormers to be included within the scope of this project. There are currently 8 dormers at the facility, 2 above each dining room. Six of the dormers are being removed with the current renovation and the request is intended to make all of the dining rooms consistent.

HVAC SYSTEMS FOR PUBLIC SAFETY BUILDING

Mr. Scheffers shared that as the meeting was happening, Carrier finally sent a Technician out to certify the PSB Chiller. When he left, the unit was started and the Technician was going through all of the checks and balances. Alpha Controls additionally has a representative on-site and will ensure all the controls for the unit are correct once the checks and balances have been completed. So hopefully by the end of the day, the unit will be certified and the project will be complete, Mr. Scheffers reported.

EXECUTIVE SESSION

The Commissioners did not enter into Executive Session.

ACTION ITEMS FROM EXECUTIVE SESSION

None.

CONSTRUCTION TOUR

The Commissioners did not take a tour.

OLD BUSINESS / NEW BUSINESS

Mr. Hanson explained that County Board Chairman Mark Pietrowski has introduced a draft Responsible Bidder Ordinance to the full County Board and has requested the thoughts of the PBC Commissioners on the subject as well. This item was still in draft form and wasn't expected to have action taken on it until late summer. Mr. Hanson handed out the current draft to the Commissioners for review.

NEXT MEETING DATE

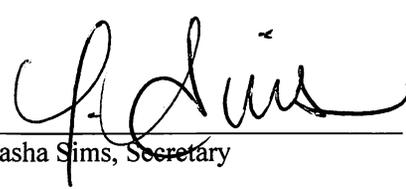
The next Public Building Commission Meeting was scheduled for Tuesday, June 4th at 8: 30 a.m. at the Community Outreach Building's Conference Room West.

ADJOURNMENT

A motion to adjourn was made by Vice Chair Lundgren, seconded by Mr. Larson and was approved unanimously. The meeting was adjourned at 9:59 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 Event Log
DeKalb County Nursing Home Renovation & Addition

ITEM #	FOI #	PCCO#	AIA #	CCO	Description	Originator	Submitted Date	Pending Owner Change Orders	Approved Owner Change Orders	Pending Schedule Contingency	Approved Schedule Contingency	Pending Construction Contingency	Approved Construction Contingency	Status (Rev., Void, App., Req. & Date)	subs & suppliers cost itemization	notes, comments	Closed	
1	1	N/A	N/A	N/A	Permit - Interior Renovations	City Of DeKalb	1/15/19		\$0					Approved 01/31/2019	80-001 Permit	Check was received Monday 4/22/19	C	
2	2				Interior Drawing Release Changes	City Of DeKalb	4/5/19		\$11,217					Approved 4/15/2019	15-503 S CMI \$10,743; 07-313 S Sterling \$1,281	\$0 All other Subs		
3	3		1	MTN # 002 / Rockwell # 002	RFQ # 003 Beauty Casework Changes	Architect	2/28/19		\$7,970					Approved 03/21/2019	15-203 M MTN \$6,997; 09-103 S Rockwell \$550		C	
4	4		1	MOST # 002 / Morse # 002	RFQ # 002 Nurse Station Back Wall Change	Owner	2/28/19		(\$963)					Approved 03/14/2019	15-403 S MO-ST Plumbing (-\$2,000); 16-053 S Morse Electric \$1,119		C	
5	N/A	N/A	N/A	CCO # 001 All Subs	Interior Drawing Changes - All Subs	City Of DeKalb			\$0					Approved	All Subs		C	
6	5				Owner Contract Language Change	GC	4/8/19		\$0								\$0 change to contract language	
7	6				Updated Civil Drawings	City of Dekalb	5/2/19		\$38,088							02-101.2.3 S Dupage Top Soil \$38,088		
8	7				RFI # 26 RFQ # 003 Existing Pneumatic Thermostats	Architect	5/2/19		\$7,907							15-503 S CMI \$7,907		
9				CCO # 003	Internal	Accounting			\$0									C
10	8				Nurse Station Front Finishes	Scope Gap/Contingency	5/2/19					\$2,128			15-203 S MTN Veteran Contracting \$2,128			
11					Updated Landscape Drawings	City of DeKalb										Dupage Topsoil		
12					Reinstall Door to Soiled 225	Owner												
13					Topping out of existing walls for Ratings Soiled 225	Unforeseen Condition												
14					Fire Proofing Steel Med Room 229	Unforeseen Condition												
15					Existing headers drywalled Salon 125, Corridor 132	Unforeseen Condition												
16					Eliminate Chase in PT111	Owner												
17					Remove Fire Protection in Dormers	Unforeseen Condition												
18					Mech Room Floor Drain	Owner												
19					Skylights Infill	Architect												
20					Dormer Removal in CVS area	Owner												
21	10				Fabric-Wrapped Acoustical Panels	Scope Gap/Contingency						\$26,645			RJC Installation, Mau Associates			
22	9				Re-Install Circuits in Overhead Conduits	Unforeseen Condition	5/2/19	\$1,893							15-050 S Morse Group \$1,893			
23																		
24																		
25																		
26																		
27																		
28																		
29																		
30																		
31																		
								\$47,888	\$18,324	\$0	\$0	\$28,773	\$0					
								Starting Bal.	\$12,587,489		\$154,324		\$342,729					
								Current Bal.	\$12,605,812.71		\$154,324		\$342,729					