



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, SECTIONS 1031 THROUGH 1054 CHAPTER 85, SECTIONS 1031 THROUGH 1054
AND CURRENTLY UNDER ILLINOIS COMPILED STATUTES 50 ILCS 20/1 et seq.

MEETING OF TUESDAY, JANUARY 19, 2016

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, January 19, 2016 at 8:30 A.M. in Conference Room East of the DeKalb County Administration Building 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. Present were Chairman Swanson and Commissioners Chuck Shepard and Cheryl Nicholson. Absent were commissioners Larry Lundgren and Mike Larson. Also present were Mr. Gary Hanson, Treasurer, Mr. James Scheffers, Facilities Manager, Sheriff Roger Scott, Lt. Joyce Klein, Mr. Ed Harvey, with DeKalb County Data Network, Mr. Brian Kerner with Dewberry, Mr. Tom Leonard with Gilbane, Mr. Jeremy Roling with Gilbane and Ms. Mary G. Simons, Secretary.

APPROVAL OF MINUTES

Mr. Shepard made a motion to approve the minutes for the meeting held on Tuesday, November 3, 2015. Ms. Nicholson seconded the motion. The motion passed unanimously.

APPROVAL OF AGENDA

The Chairman called for a motion to approve the agenda. Mr. Shepard moved to approve the agenda as presented and Ms. Nicholson seconded the motion. The motion passed unanimously.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

JAIL EXPANSION

Mr. Hanson stated that he has two updates the first being the calendar and review of the project we will present to the City of Sycamore Council meeting tonight and the second is a summary of the bids that were received last week. He added that the actual awarding of the bids will be done by the PBC at its meeting scheduled for Tuesday, February 2, 2016.

Mr. Kerner began by showing the PowerPoint presentation and described the exterior layout of the building and the various materials and colors that will be used. He said there is an awning entry canopy which becomes a soffit and is a feature of the building leading to the main entrance. Near the main steps are planter boxes and a sloped walkway to the side for handicap accessibility. Mr. Kerner then described the view from the Northeast and the South elevations which include the staff entrance, secured parking area and the space between the two buildings.

SCHEDULE: Reviewing the bidding phase, Mr. Kerner said that bid package number one came back last week which will be reviewed today. He added that the second bid packages will be issued in mid-February and are due back on March 17, 2016 when the bidding phase will be completed.

SITE UPDATE: Mr. Kerner said work will begin on Exchange street in late March and the rest of the construction is based on how construction progresses and weather conditions. He explained that closure of Locust Street will occur sometime in April which will begin the preparation for demolition, excavation and wrapping the site with the construction fence.

Exchange Street is tentatively scheduled to be open in July, however, there will be days when either one or both lanes will be closed but not for an extended period of time. This will happen when erection of steel and pre-cast panels takes place which is scheduled for October to December with enclosure of the building scheduled for May 2017. He explained that at this time all the wall panels are up, the roof is on and the windows are installed. The building is basically water tight at that time and we continue with the interior of the building. Substantial completion of the building is Spring of 2018 and the building opens sometime in the Spring or Summer 2018. Sheriff Scott asked for clarification that Locust Street will be unavailable to citizens until July. Mr. Leonard confirmed that is correct, however, Exchange street will be available. Mr. Leonard and Mr. Rolling then

explained in detail which areas and streets will be available to the public during the construction phases for access to the Library, the new parking lot, the existing jail and other County buildings/. General discussion took place regarding the various access options that will be available.

Mr. Kerner then described other specific areas of the site. He referred to a concern expressed at the last PBC meeting regarding access from the existing drive to the South side of the new jail. Mr. Kerner said this issue has been remedied with an elevation change. He said there is now a ramp that will allow access back and forth.

Mr. Kerner then described the secured parking lot, various staff access areas, the area for the transformer and generators, and the various landscaping areas. Mr. Kerner He said two types of fencing will be used; one a chain link fence which matches an existing fence will surround the generators and transformer and the other type will be used for the secured parking area. He explained that instead of the razor wire currently in use we will use a tight knit security fencing material that is not climbable. This fence will serve two purposes, first it is for the secured parking area to be used by the sheriff's staff and in the event the building has to be evacuated, it becomes a detention area for inmates. He added that both fences are eight feet tall. A short discussion followed about options for the materials to be used for both fences.

Mr. Rolling introduced himself and stated that he is the Project Manager for Gilbane and will be on site full time once construction begins. He added that he is also handling the bidding process. Mr. Rolling displayed a visual layout of Phase 2 of the project and said they hope to set up this layout in June. He described the layout in detail including placement of various construction trailers. He further described what will occur during actual construction work. Regarding the bid process, Mr. Rolling said there were seven bid packages sent out and there will be about twenty five in total. The seven packages sent were as follows: cast concrete, pre-cast concrete, structural steel sidewalk brick (for utilities), excavation work, site concrete and paving, and site utility (water mains, etc) Mr. Hanson stated that the bid tabulations are available on the County website. Mr. Roling said the bid packages totaled 7.7 million and the bids came in at 7.4 million. Mr. Roling added that Gilbane is doing a "Scope Review" to make sure everything as required is included in the bids that were submitted. Mr. Roling gave a brief explanation of the "scope review" process performed by Gilbane. He said these reviews will be completed by next week. A discussion by the members took place regarding specific bids submitted. It was pointed out that the bids are approximately \$300,000. under budget at this point. Mr. Hanson said that a review of the bids and recommendations will be made at the PBC meeting scheduled for February 2, 2016.

FY 2016 BUDGET

As requested at the PBC meeting of November 3, 2015, Mr. Hanson said he did a review of past years salary increases for the Secretary and found there were some years when no increase occurred. Therefore, Mr. Hanson made the recommendation to bring that in line and recommended a 6.0% increase. Chairman Swanson asked for a motion to approve the FY2016 budget as presented. Mr. Nicholson made the motion and Mr. Shepard seconded the motion. The motion carried unanimously.

INTERNAL LOAN PROCEEDURE

Mr. Hanson explained the process for internal borrowing for the Jail Expansion Project. He added that the County and the Forest Preserve will both be participating in this internal process. He explained why this process would benefit the PBC and its projects by increasing the interest generated. Mr. Shepard said he is reluctant to approve this today since two of the Commissioners are absent. He requested this item be delayed until the February PBC meeting for further discussion by all he members. Chairman Swanson concurred and requested that this item be included on the Agenda for the meeting on February 2, 2016.

FY 2016 MEETING SCHEDULE

The Chairman requested a motion to approve as presented, the FY 2016 meeting schedule which is required under the Open Meeting Act. Ms. Nicholson made the motion to approve the schedule. Mr. Shepard seconded the motion. The motion passed unanimously.

OLD/NEW BUSINESS

There was no Old/New Business

ADJOURNMENT

A motion to adjourn the meeting was made by Ms. Nicholson and seconded by Mr. Shepard. The motion passed unanimously. The meeting was adjourned at 9:17 A.M.

Matt Swanson, Chairman

Mary G. Simons, Secretary

<u>Commissioner</u>	<u>Expiration of Term</u>	<u>Office</u>	<u>Original Appointment</u>
Mr. Matt Swanson	September 30, 2017	Chairman	September 19, 2007
Mr. Larry Lundgren	September 30, 2019	Vice Chairman	April 2, 2010
Mr. Mike Larson	September 30, 2020	Commissioner	November 17, 2010
Mr. Charles Shepard	September 30, 2016	Commissioner	October 1, 2011
Ms. Cheryl Nicholson	September 30, 2018	Commissioner	August 19, 2015
<u>Non Voting-Commissioner:</u>			
Ms. Mary G. Simons	September 30, 2015	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2015	Treasurer	February 18, 1984