

*NOTE: These minutes are not official until approved by the Commission at a subsequent meeting.
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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 7, 2016

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, June 7, 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 8:35 A.M. Present were Chairman Swanson and Commissioners, Chuck Shepard, Mike Larson, and Larry Lundgren. Commissioner Cheryl Nicholson was absent. Also present were Gary Hanson, Treasurer, Mr. Ed Harvey, Jail Project Administrator, Sheriff Roger Scott, Mr. James Scheffers, Facilities Manager, Mr. Brian Kerner with Dewberry, Mr. Jeremy Roling with Gilbane and County Board member Mr. Steve Faivre. Secretary Ms. Mary Simons was absent.

APPROVAL OF MINUTES

Chairman Swanson called for a motion to approve the minutes for the meeting held on Tuesday, May 3, 2016. Mr. Larson made the motion and Mr. Shepard seconded it. The motion carried unanimously.

APPROVAL OF AGENDA

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

COMMENTS FROM THE PUBLIC

There were no comments from the public.

JAIL EXPANSION PROJECT

CONSTRUCTION UPDATE: (Exhibit #1) Mr. Kerner distributed printed copies of his PowerPoint presentation which is attached as Exhibit 1. Mr. Kerner said the elevator and metal panel bid packages are being re-bid with a bid date of June 23, 2016 at 2:00 P.M. and are the final two bid packages to be issued. Mr. Shepard asked if Mr. Kerner is optimistic they will be able to conform with our time-line. Mr. Kerner responded that numerous conversations with Schumacher the elevator manufacturer have taken place and they understand the time-line and they are able to meet the elevator shaft size requirements. However, a machine room will have to be added since we have to go from an eco-space elevator to a hydraulic elevator, therefore, there will be a future change order to add the machine room which will be located in the basement and will contain all the required equipment. Mr. Roling added that Schumacher has been great to work with so far and very responsive. He said our biggest concern was if they could drill the jack shafts in time but because they use United Drilling, an outside contractor, they can be ready to drill within a couple of days after the contract is signed. Mr. Larson said that because of an unfortunate past experience, he wants to make sure a maintenance package is included with the final product. Mr. Lundgren concurred and added that an adequate maintenance contract is essential due to the nature of a 24/7 operation of a jail. Mr. Kerner said he understands the importance of this and will forward a copy of the agreement to the Commissioners for their review. Mr. Kerner said the bid package for the metal wall panels is due to go out at the same time as the elevator package. Mr. Kerner then spoke about all the required permits that have been received. He said all the comments from B&F Code Review for bid package #2 have been reviewed and the final plans will be delivered to the City and B&F this afternoon and the final permits are expected within the next few weeks. Mr. Roling reported that all 7 contracts for bid package #1 have been signed. He said Gilbane has issued 15 out of 16 contracts for bid package #2, 9 have been signed and we are working on the troublesome bids that contained errors. Mr. Roling said the initial shop drawings have been issued to Dewberry to review for structural and architectural finishes and after confirming with the various contractors one coordinated set of shop drawings will be produced and released for production. He added that structural steel shop drawings are also ongoing. Mr. Roling then reviewed the site work that was completed in May including the utilities and water main work.

He said that the underground utility work for ComEd, Comcast and Frontier is complete. Mr. Lundgren asked for an estimate of how many utility poles will remain at the site. Mr. Roling responded that the total number will probably be the same, however, they are taller poles, spaced further apart and are less visible. Mr. Roling said that Frontier has started their overhead work today. Mr. Hanson mentioned that it was a struggle to get Frontier here. Mr. Shepard suggested that the local Frontier representative is a good resource who can help alleviate delays. Mr. Roling then reported that the earth retention work consisting of steel beams driven 20 feet into the ground holds back the earth during excavation and eventually becomes the retaining wall with 2 to 3 feet in height being exposed and runs along the south side of the drive. Mr. Roling said the concrete work for the bridge pier along with the sanitary and sewer work is complete. He said the water main work and the re-connections will occur in the next few weeks. Mr. Roling said there were only 2 live lead water mains found which will be dug up and disconnected at the main. He said there were also 2 sanitary sewer connections found which were dead about 5 feet in, therefore, we did not have to do anything about them and the City is fine with that. Mr. Roling said the site fence will be erected no later than June 20, 2016 after which the mass excavation and demolition will begin. There will be 3 to 4 weeks of excavation work with the concrete foundation work starting in mid-July. Mr. Roling said he has an 8 x 18 foot mock-up panel of the pre-cast work which encompasses all finishes and we hope to have on display next week. Mr. Roling then briefly described his report regarding allowances within the contracts and said this report will be updated each month.

CHANGE ORDERS: (Exhibit #2) Mr. Kerner said that so far there have been 7 change order requests. He said the first 3 were previously approved by the PBC, number 4 is for structural steel revisions coordinated between the 2 bid packages, number 5 is for a deduct request from IDOT, number 6 is for some requested mechanical revisions on the drawings and number 7 is because of adverse paving conditions at the corner of Locust and Exchange streets. Mr. Larson made a motion to approve, at this time, Change Order numbers 4, 5 & 7. Mr. Shepard seconded the motion which carried unanimously.

JAIL CONSTRUCTION LOAN UPDATE: (Exhibit #3) Mr. Hanson described this report which contains the current loans with no new loans being made since February. He said there may be up to 5 more loans made in July. Mr. Larson asked how much the PBC will have available. Mr. Hanson responded it would probably be 2 million. Mr. Shepard asked if the other loans to be done in July would come from the other departments. Mr. Hanson responded affirmatively.

HVAC COMMISSIONING REVIEWS: (Exhibit #4) Mr. Kerner said that during the projects design phase, the County hired a company called eCube, Inc which is a third party review group and is a totally separate and independent company and they provide a systematic quality assurance process to insure all the operating systems are installed correctly and operating as per the owners requirements. Mr. Kerner said that at the beginning of the project, Mr. Scheffers put together the "Owner's Project Requirements" which outlines the objectives and criteria of the County, then Dewberry creates a basis of design to meet the intent of those requirements. These two documents are put together for eCube to review and issue their comments to make sure everything is coordinated and that Jim's staff is properly trained to maintain all the systems and equipment. Mr. Kerner had distributed a document prepared by eCube describing the benefits of a commissioning agent. He said their job is to make sure everything is in place, installed correctly and working properly at the start-up. A short question and answer period followed regarding the systems included in this process, the company's qualifications and the costs involved.

OLD/NEW BUSINESS

There was no Old Business. Under New Business, Chairman Swanson expressed his concerns regarding the western-most portion of Exchange Street. The Chairman said it is his understanding that portion of Exchange Street is "supposed to get milled and overlaid". The Chairman suggested that perhaps we should have a discussion with the City of Sycamore regarding this portion of the street since it will be returned to a city street. Following a short discussion the Chairman said he wanted to make sure we are on record as having expressed concerns regarding this portion of the street.

SET JULY PBC MEETING:

Mr. Hanson asked if the date of July 5th for the next scheduled meeting will work for everyone and if there may be a conflict for awarding the contracts for the bid package. Mr. Roling responded that July 5 would not present a problem for awarding the contracts. The Commissioners said that date is acceptable for them, therefore the date of Tuesday, July 5, 2016 will remain as scheduled.

ADJOURNMENT

A motion to adjourn the meeting was made by Mr. Lundgren and seconded by Mr. Shepard. The motion passed unanimously and the meeting was adjourned at 9:15 A.M.

Matt Swanson, Chairman

Mary G. Simons, Secretary

Gary H. Hanson, Treasurer

<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, 2016	Commissioner	October 1, 2011
Mr. Matt Swanson	September 30, 2017	Chairman	September 19, 2007
<u>Non Voting Officers:</u>			
Ms. Mary G. Simons	September 30, 2016	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2016	Treasurer	February 18, 1984

SECRETARY'S NOTE:

Due to the absence of the Secretary at this meeting, these minutes were transcribed by the Secretary from the audio recording and additional notes provided by Mr. Gary Hanson, Treasurer.

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