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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 4, 2019

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, June 4, 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, and Chairman Matt Swanson. Mr. Chuck Shepard was absent. A quorum was established with four Commissioners present and one absent.

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, Keith Hernandez, and Commission Secretary Tasha Sims.

APPROVAL OF AGENDA

Mr. Larson moved to approve the agenda. Vice Chairman Lundgren seconded the motion and it was approved unanimously by voice vote.

APPROVAL OF MINUTES

Ms. Nicholson moved to approve the minutes for the Tuesday, May 7, 2019 meeting with identified corrections. Vice Chairman Lundgren 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 he was still in the process of revamping the Nursing Home Expansion Budget Sheet. He also shared that the internal loan process has begun with the County Departments. This is being done to prolong the selling of bonds. B-4 & B-5 of the spreadsheet are contingency funds for the project and Mr. Hanson added that any pending invoices are not reflected in the current handout to the Commissioners.

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 the outside work of the project is going very slow due to the very wet weather conditions. The weather is not helping at all with the addition or the excavation work needed to be done. The removal of the concrete out of the courtyard has been completed and some footing excavation has started.

On the inside, they are working on the low-voltage wiring for the Nurse Call System throughout the whole building. The Nurse Station in Building A is pretty much wrapped up, there is some low-voltage wiring that still needs to be completed. Mr. Blanck additionally shared that he asked the Architect and Designer to look at the Nurse Station counter after a meeting they had because he thought it was unacceptable based on the color pattern from the specs. The Architect and Designer agreed that it was unacceptable. Mr. Blanck stated that it was just a quality control issue with the countertop and that there were more specs on one side than the other. The plan is to have that counter reworked on Thursday. It was additionally clarified that there would no additional cost to the owner.

In addition, they are finishing the compiling of the Illinois Department of Public Health (IDPH) submittal for temporary occupancy of the Salon and the Nurse Station in Building A. Mr. Heimbach additionally explained that the State provides a checklist for what they want in their inspection. There are several items within the checklist that are new and his intention is to check with the State and see if the staff areas are needed to be inspected now or find out if they can be inspected down the line in combination with other reviews due to them being an essential part of daily operations of the facility.

Change Order Request

The Commissioners were provided with the updated Change Order Proposal Log. Mr. Blanck explained that the items in white are ongoing issues that are under review, the yellow rows are items that were looked at last month and were approved, and the items up for discussion currently were in green.

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

- PCO #11: Labor for topping out existing walls. During demo, it was discovered that some existing walls that were to become rated walls to create the new Soiled Utility Room 225 did not have drywall all the way to the deck above. Larson & Darby gave directive to drywall, as necessary, to achieve wall 1 hr. rating. This work has been done in a timeframe to allow continuation of other work to be completed/finished. The total of the work completed was \$5,610.54.
- PCO #12: Fireproofing steel in Med Room 229. During demo, steel beams were discovered that had fireproofing missing. Larson & Darby gave direction to add fireproofing, as necessary, to achieve the correct thickness for rating. That work has been done in the timeframe to allow continuation of other work to be completed/finished. The total of the work completed was \$464.36.
- PCO #13: Existing headers dry walled in Salon 125 and Corridor 132. During demo, it was discovered that the structural headers in these areas did not have drywall on them to maintain ratings. Larson & Darby gave direction to drywall them to achieve the proper 1 hr. rating. More of this type of work will need to be done during future phases in Corridor 132. The total of the current work totaled \$464.36.
- Item #16: Removal of 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. This item was done at no charge by Ringland-Johnson.
- PCO #14: Removal of fire protection in dormers. During the removal of the six dormers a sprinkler pipe/head was discovered in each of the interstitial spaces that now sticks out into open air. These pipes were removed to allow the roofing to be closed up for weather. The pipes

have been removed during the time when other sprinkler work was being done to make this work as cost-effective as possible. The total for this work was \$1,823.88.

Mr. O'Bryan questioned if all six dormers have actually been completed and this was the price of all six. He was asked this because in the PCO documents it was stated that there were only four heads removed. Mr. Heimbach and Mr. Blanck were unable to answer Mr. O'Bryan's question and all thought it was best to hold off on this PCO until they received the correct information and final numbers.

Ms. Nicholson moved to approve PCO #11, PCO #12, and PCO #13 totaling \$6,539.26. Mr. Larson seconded the motion and it was carried unanimously.

UPCOMING CHANGE ORDERS

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

- Item #8: 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. This issue is currently back with Larson & Darby for review.
- Item #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. Drawings are being distributed for pricing.
- Item #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. Ringland-Johnson is currently looking for directive on this issue in order to distribute for pricing.
- Item #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. Directive/details are needed to be distributed for pricing.
- Item #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. Directive/details are needed to be distributed for pricing.
- Item #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. Directive/details are needed to be distributed for pricing.
- Item #23: Upgrade shingles that are proposed for the additions from a three-tab shingle to an architectural grade shingle. Owner requested upgrading the shingles for the new additions with the intention of getting a more durable product that will better resist blow-off. The existing three-tab shingles have not performed as well as intended. This upgraded shingle

will become the new basis for existing roofing replacement in the future. The Architect has provided specifications for an upgraded shingle and pricing is in progress.

Item #24 Extend New Finishes Beyond Current Project Scope. The new wall finishes are limited to only new renovated areas around the Nurse Stations. Extending these finishes down the corridors to cross-corridor door locations will provide a cohesive appearance to the renovation of the Nurse Stations. Owner requested to provide pricing to extend corridor impact panel wainscot and handrails as well as wall paint going down corridors from the Nurse Stations to cross-corridor doors. The drawings are in progress to provide the basis of pricing for this work.

The hope was that a majority of these items will be ready to be voted on at next month's meeting.

HVAC SYSTEMS FOR PUBLIC SAFETY BUILDING

Mr. Scheffers shared that the system is online and working great. When Carrier was initially out to certify the system there were all kinds of problems. Carrier and Alpha Controls was out all day and worked on the system and once the unit was reprogrammed the unit began working well. He also mentioned that there are three more units to do this year.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:20 a.m. for the purpose of discussing Pending or Probable Litigation per 5 ILCS 120/2(c)(11). Vice Chairman Lundgren seconded the motion and it was approved unanimously by a 4-0-1 roll call vote. Those Commissioners voting yea were Mr. Larson, Vice Chair Lundgren, Ms. Nicholson, and Chairman Swanson. None opposed and Mr. Shepard was absent.

The Commissioners returned to the Open Meeting at 10:07 a.m. No action was taken.

ACTION ITEMS FROM EXECUTIVE SESSION

None.

CONSTRUCTION TOUR

The Commissioners did not take a tour.

OLD BUSINESS / NEW BUSINESS

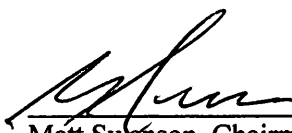
None.


NEXT MEETING DATE


The next Public Building Commission Meeting was scheduled for Tuesday, July 2nd at 8: 30 a.m. at the Community Outreach Building's Conference Room West.

ADJOURNMENT

A motion to adjourn was made by Mr. Larson, seconded by Ms. Nicholson and was approved unanimously. The meeting was adjourned at 10:08 a.m.


Matt Swanson, Chairman




Tasha Sims, Secretary

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<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

6/1/2019

NURSING HOME EXPANSION BUDGET

Line Item	Category	05-31-2019 Budget Amount	05-31-2019 Total Activity	Total as Percent of Budget
A	Revenues			
A-1	Bond Sale 2020	13,000,000	0.00	0.0%
A-2	Nursing Home Cash Contribution	2,000,000	2,000,000.00	100.0%
A-3	Interest & Rounding	0	0.00	0.0%
A-4	Miscellaneous & Refunds	0	0.00	0.0%
A-5	Loans - County Departments (Until Bonds are Issued)	0	500,000.00	0.0%
A-99	Total Revenue	15,000,000	2,500,000.00	16.7%
B	Expenditures			
B-1	Construction Costs	10,601,958	801,148.00	7.6%
B-2	Contractor's Liability Insurances	89,346	0.00	0.0%
B-3	Payment / Performance Bond	101,258	0.00	0.0%
B-4	Schedule Contingency Allowance	154,324	0.00	0.0%
B-5	Construction Contingency Allowance	342,729	0.00	0.0%
B-6	Pre-Construction Services	53,500	53,500.49	100.0%
B-7	General Conditions (Staff and Expenses)	760,240	0.00	0.0%
B-91	Total Construction Costs	12,103,355	854,648.49	7.1%
B-92	Change Orders (non-allowance items)	7,107	0.00	0.0%
B-99	Total Construction Costs w Change Orders	12,110,462	854,648.49	7.1%
C-1	Construction Manager Fee: 4% of Line B-8	484,134	0.00	0.0%
C-2	Fee from Change Orders: up to 4% of Line B-9	284	0.00	0.0%
C-3	Miscellaneous	0	0.00	0.0%
C-99	Total Construction Manager Fee (Ringland Johnson)	484,418	0.00	0.0%
C-99	Total Payouts to Ringland Johnson	12,594,880	854,648.49	6.8%
D-1	Architect Base Fee: 8.15% of Lines B-8 & C-1	1,025,880	908,539.92	88.6%
D-2	Fee from Change Orders: up to 8.15% of Line B-9	579	0.00	0.0%
D-3	Fee from Bid Alternates Not Awarded	37,470	0.00	0.0%
D-4	Fee to Separate Drawings into Two Packages for City Review	25,624	0.00	0.0%
D-5	Fee for Furniture, Fixtures & Equipment	20,000	1,172.00	5.9%
D-6	Reimbursibles	20,000	17,080.78	85.4%
D-99	Total Larson & Darby Fee	1,129,553	926,792.70	82.0%
E-1	Project Manager Base Fee: 2.75%	368,396	340,254.98	92.4%
E-2	Miscellaneous	0	0.00	0.0%
E-99	Total MPA Fee	368,396	340,254.98	92.4%
F	Soft Costs			
F-1	Civil Engineer - Missman Stanley	17,800	1,500.00	8.4%
F-2	Landscape Architect - Scott Sanders & Associates	9,600	0.00	0.0%
F-3	Geotechnical Allowance - Testing Services Corporation	4,174	0.00	0.0%
F-4	Food Service Consultant - Edge Associates	9,600	0.00	0.0%
F-5	City of DeKalb	25,000	20,523.00	0.0%
F-6	Furniture, Fixtures & Equipment	450,000	1,526.75	0.3%

6/1/2019

NURSING HOME EXPANSION BUDGET

Line Item	Category	05-31-2019 Budget Amount	05-31-2019 Total Activity	Total as Percent of Budget
A	Revenues			
A-1	Bond Sale 2020	13,000,000	0.00	0.0%
A-2	Nursing Home Cash Contribution	2,000,000	2,000,000.00	100.0%
A-3	Interest & Rounding	0	0.00	0.0%
A-4	Miscellaneous & Refunds	0	0.00	0.0%
A-5	Loans - County Departments (Until Bonds are Issued)	0	500,000.00	0.0%
A-99	Total Revenue	15,000,000	2,500,000.00	16.7%
B	Expenditures			
F-7	Commercial Services	3,000	990.00	0.0%
F-8	Miscellaneous	5,000	1,115.26	0.0%
F-9	Hazardous Materials Testing & Abatement	0	0.00	0.0%
F-10	IL Dept of Public Health Plan Preview Fees	12,100	0.00	0.0%
F-11	Independent Business Plan Review	13,000	13,000.00	100.0%
F-12	Certificate of Need Consultants	57,183	57,182.94	100.0%
F-13	Certificate of Need Filing Fees	37,037	37,036.89	100.0%
F-14	x	0	0.00	0.0%
F-15	x	0	0.00	0.0%
F-16	Owner's Contingency for Soft Costs	30,000	0.00	0.0%
F-99	Total Soft Costs (no professional fees from Lines C, D, E)	673,494	132,874.84	19.7%
G-99	Owner's Remaining Contingency (Original = \$241,647)	233,676	0.00	0.0%
H-1	Grand Total Project Costs (not to exceed \$15M)	15,000,000	2,254,571	15.0%
Z-1	Cash in Bank per Administration Office		245,428.99	
Z-2	Cash in Bank per Finance Office		245,428.99	
Z-3	Difference in Cash Balances		0.00	

Change Order Proposal Log
DeKalb County Nursing Home Renovation & Addition

ITEM #	PCO #	PCCO#	AIA #	CCO	Description	Originator	Originated Date	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., Rej. & Date)	subs & suppliers cost itemization	notes, comments	Closed	
1	1	N/A	N/A	N/A	Permit - Interior Renovations	City Of DeKalb	1/15/2019	1/15/19		\$0					Approved 01/31/2019	80-001 Permit	Check was received Monday 4/22/19	C	
2	2	2	2	CCO # 001 CMI/Sterling Commercial CCO # 002	Interior Drawing Release Changes	City Of DeKalb	4/5/2019	4/5/19		\$11,217					Approved 4/15/2019	15-503 S CMI \$10,743; 07-313 S Sterling (\$128)	\$0 All other Subs	C	
3	3	1	1	MTN # 002 / Rockwell # 002	RFQ # 003 Beauty Casework Changes	Architect	2/26/2019	2/26/19		\$7,970					Approved 03/21/2019	06-203 M MTN \$6,997; 09-103 S Rockwell \$550		C	
4	4	1	1	MOST # 002 / Morse # 002	RFQ # 002 Nurse Station Back Wall Change	Owner - Steve	2/28/2019	2/28/19		(\$863)					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	4/5/2019			\$0					Approved	All Subs		C	
6	5				Owner Contract Language Change	GC	4/8/2019	4/8/19		\$0							\$0 change to contract Language		
7	6				Updated Civil Drawings	City Of DeKalb	5/2/2019	5/2/19		\$38,088							02-101,2,3 S Dupage Top Soil \$38,088		
8	7				RFI # 26 RFQ # 003 Existing Pnuematic Thermostats - These were existing t-stats discovered during demo not shown on drawings to be relocated to new locations to maintain operation.	Architect	4/5/2019	5/2/19	\$7,907								15-503 S CMI \$7,907	back to RJC for review 5/6/19; RJC sent to Mike @ CMI 5/6/19 for review; CMI sent back to RJC 5/8/19 with clarification; sent to John @ L&D for review	C
9				CCO # 003	Internal	Accounting				\$0									
10	8				Nurse Station Front Finishes	Architect	5/2/2019	5/2/19						\$2,128		06-203 S MTN Veteran Contracting \$2,128			
11					Updated Landscape Drawings - Changes made by the City during plan/zoning reviews.	City of DeKalb											Dupage Topsoil	Drawings need to be distributed for pricing	
12					Reinstall Door to Soiled 225 - This door was shown to be infilled on the new room layout. Steve asked what it would cost to be reinstalled.	Owner - Steve												meeting 4/30/19. Directive needs to be distributed for pricing	
13	11				Topping out of existing walls for Ratings Soiled 225 - During demo it was discovered that some existing walls that were to become rated walls to create the new Soiled Utility Room 225 did not have drywall all the way to the deck above. L&D gave directive to drywall accordingly to achieve wall 1 hr. rating. This work has been done in a timeframe to allow continuation of other work to be completed/finished.	Unforeseen Condition	2/11/2019	5/29/19	\$5,611								83-001 RJC Labor & Material		
14	12				Fire Proofing Steel Med Room 229 - During demo steel beams were discovered that had fireproofing missing. L&D gave direction to add fireproofing accordingly to achieve the correct thickness for rating. That work has been done in a timeframe to allow continuation of other work to be completed/finished.	Unforeseen Condition	2/11/2019	5/29/19	\$464								83-003 RJC Labor		
15	13				Existing headers drywalled Salon 125, Corridor 132 - During demo it was discovered that the structural headers in these areas did not have drywall on them to maintain ratings. L&D gave direction to drywall them to achieve the proper 1 hr. fire rating. More of this type of work will need to be done during future phases in Corr. 132.	Unforeseen Condition	2/19/2019	5/29/19	\$464								83-004 RJC Labor		
16					Eliminate Chase in PT111	Owner - Steve	3/12/2019										RJC Labor No Charge	No Charge	
17	14				Remove Fire Protection in Dormers - During the removal of the 6 dormers a sprinkler pipe/head was discovered in each of the interstitial spaces that now sticks out into open air. These pipes were removed to allow the roofing to be closed up for weather. The pipes have been removed during the time when other sprinkler work was being done to make this work as cost effective as possible.	Unforeseen Condition	3/28/2019	5/29/19	\$1,824										
18					Mech Room Floor Drain - This was a request by Steve for pricing to add a floor drain in the Mechanical Rm next to Salon, thinking it would be easiest/most cost effective to do while remodeling the Salon.	Owner - Steve												Directive/details need to be distributed for pricing	
19					Skylights Infill - 2 existing skylights at the northwest area of courtyard need to be in-filled to maintain coverage over new interior work. This work is not shown on any drawings.	Architect												Directive/details need to be distributed for pricing	
20					Dormer Removal in CVS area - The drawings show 6 of the 8 dormers being removed where the new building connects to the existing. There are 2 others that are not shown to be removed. Steve asked for pricing to have them removed and exterior finishes patched.	Owner - Steve												Directive/details need to be distributed for pricing	
21	10				Fabric-Wrapped Acoustical Panels	Architect	5/2/2019	5/2/19						\$26,645		RJC Installation: Mau Associates			
22	9				Re-Install Circuits in Overhead Conduits	Unforeseen Condition	5/2/2019	5/2/19		\$1,893						16-050 S Morse Group \$1,893			

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23					Upgrading Shingles to Architectural Type - Steve requested pricing for shingle upgrade due to anticipated future roofing upgrades.	Owner - Steve	5/14/2019										Development discussion of OAC 5/14/19. Email from John with details of desired shingle type for pricing 5/15/19. Pricing received from roofer 5/16/19	
24					Finishes to Existing Corridors - Steve is requesting pricing for painting/wall protection/hand rail in some existing corridors that was removed from the proje	Owner - Steve	5/28/2019											
25																		
26																		
27																		
28																		
29																		
30																		
31																		
									\$16,270	\$58,305	\$0	\$0	\$0	\$28,773				
									Starting Bal.	\$12,587,489		\$154,324		\$342,729				
									Current Bal.	\$12,645,793.71		\$154,324		\$371,502				