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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, NOVEMBER 5, 2019

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, November 5, 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 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, Nursing Home Administrator Steve Duchene, Steve Faivre, and Commission Secretary Tasha Sims.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Shepard moved to approve the minutes for the Tuesday, October 1, 2019 meeting with a couple minor corrections. Mr. Larson seconded the motion and it was carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

NURSING HOME EXPANSION PROJECT

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 in regards to the interior remodeling: demolition has been ongoing, dust containment is in place, walls are being constructed, and rough-ins are taking place all in Building B. Additionally, some demolition work in Building A has taken place in the Nourishment Room to provide for an additional File/Storage Room.

In the Activity Center, the metal decking is all on, except for an area that is being affected by PCO #27, which relocates some vents towards Building A and away from the Mechanical Penthouse. Once hopefully approved and those vents are relocated, the plywood will be installed on top of that metal decking. There has been some rough-in work inside of the Activity Center that has started to be installed.

All of the structural wall panels are set in place in the TCU Addition. The wall sheeting is set to be done today (11/5) with the setting of the trusses tomorrow (11/6).

Mr. Blanck added that right now a concrete truck was out in the lot pouring more curbs and sidewalk slabs at the entrance of the Community Outreach Building. Once they finish in that area, they have a section of sidewalk to pour by the Southwest Kitchen and another by the East Parking Lot to ensure compliance with ADA regulations.

Change Order Request

Mr. Heimbach updated the Commissioners on the Serving Kitchen issue that has been ongoing for awhile now. He shared that the State Plumbing Division had required additional sinks and a grease trap in each of the proposed Serving Kitchens beyond what was showing in the original design of the project. The County Health Department had identified similar concerns and also required additional fixtures. These requirements were based on an understanding that they were intending to include cooking activities in these kitchens that would produce grease, require significant food preparation, and create a need for pot and utensil washing during each meal.

Mr. Heimbach added that he was pleased to report an excellent outcome, reflecting fine work from all involved in the issue including the County's Health Department. He noted they have received confirmation from IDPH Plumbing Division and from IDPH Health Division that their previous requirement for a three-compartment sink and grease trap is not valid. Since the Health Division is the licensing authority, the project is obligated to meet their requirements, which supersede the Plumbing Division requirements; accordingly, the warewashing equipment and grease trap installed for the overall facility and associated with the existing Main Kitchen are appropriate.

Mr. Heimbach shared that he met with the County Health Department to review design intentions 1) for these Serving Kitchens, including the proposed menu enhancements, and 2) the intentions for preparation and cleaning procedures. They also discussed existing procedural deficiencies as well as noted concerns with upkeep of the existing food prep facilities. The Health Department pointed out that the County Nursing Home had not addressed several ongoing deficiencies. The new Nursing Home Administrator Steve Duchene gave an overview of corrections that had already occurred in response to the Health Department's concerns and of procedural adjustments going forward to ensure future compliance. It was further clarified that the deficiencies that were described were completely outside the scope of this project.

The Health Department was worried about the size and capabilities of the proposed equipment in the new Serving Kitchens. The equipment included in the design is more than sufficient to meet the desired menu enhancements and could be used for full meal preparation, which would generate the grease and cleaning problems they were trying to avoid. There was an agreement to eliminate the six-burner range but keep the griddle. They are also looking to add a convection-type tabletop appliance that has a much smaller cooking capacity than the range, and is not a concern for grease. They are also looking to further minimize the preparation equipment by eliminating a prep sink and a mixer. With these modifications, the County Health Department is willing to allow the County Nursing Home to provide limited menu enhancements for the residents, as was proposed.

Mr. Heimbach and Mr. Blanck shared that the food equipment supplier has been contacted and they indicated that most of the equipment for these kitchens have not been delivered; there *may* be a cost savings by eliminating some of this equipment. They are still looking into the status of the fabrication of the preparation sinks and there may be some rework of a stainless-steel counter at these locations. Additionally, they are looking at replacing the range with a stainless-steel table to support the tabletop convection appliance. Pricing for this equipment and the related installation costs was not available yet.

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 gray rows are items that have been previously discussed and approved, and the items up for discussion currently are in yellow.

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

PCO #25:
(Item #41) Mr. Heimbach explained that the existing vents for the dryers currently exit through the roof where the new corridor roof meets with the existing roof above the Service Building. He further explained that there are two existing vents for the dryers that exit through the roof above the Service Building at the northwest end of the corridor from the new Activity Center. A modification of the new roof at this intersection would not be as cost effective and would likely be more difficult to provide a workable waterproof solution. The best solution for these vents appears to be a relocation to the south toward Building A and away from the air intakes at the Mechanical Penthouse. This cost includes redirecting the exhaust ducts within the roof structure and providing a new location through the roof. The existing roof locations will be closed in and the intersection of the new roof from the Activity Center can be completed at a total cost of \$5,695.65. There was a minor error discovered in the figures for the total cost. There is a potential that the cost would be slightly decreased. Mr. Blanck added that he would follow-up with the Commissioners next month to confirm the correct cost. It would not be more though, he assured.

PCO #28:
(Item #44) In Building A, the project is providing for new med gas locations in each existing room to create more Medicare locations. In order to properly locate these new med gas locations, the existing Nurse Call Stations must be relocated. This work would be at a total cost of \$3,639.29.

Ms. Nicholson moved to approve PCO #27 and PCO #28 for a not to exceed cost of \$9,334.94. Mr. Larson seconded the motion and it was carried unanimously.

UPCOMING CHANGE ORDERS

Mr. Heimbach updated the Commission on the ongoing issues that have been less of a priority at this time:

Item #12: *Install door to Soiled Utility Room 225 from main corridor.* The owner requested a second door to the Soiled Utility Room from the main corridor to replace a door that was removed for the new layout. This second door will provide easier access to the Soiled Utility Room from the Nurse Station. The renovated Soiled Utility Room is being expanded from its original size to incorporate the adjacent existing Linen Room for the purpose of creating space to store soiled linen carts that are currently being stored in the staff corridor. The original design intent was to rely on the existing door off of the staff corridor for primary access to the expanded Soiled Utility Room. The door that is being proposed was left off the plans in order to leave more room for soiled carts inside the expanded Soiled Utility Room. Status: Awaiting documentation from Larson & Darby in order to work up 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. Selecting floor drain cut sheets is currently in review. Underfloor work in the adjacent Salon is completed to allow this drain to be installed without interrupting the operation of rooms adjacent to the Mechanical Room. Status: Awaiting documentation from Larson & Darby in order to work up 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. Status: Drawings are in progress to provide the basis of pricing for this work and serve as the basis for the dormer removal and subsequent roof repair.
- 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. The owner has requested 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. This work represents approximately 180 lineal feet of wall at each Nurse Station. Status: Drawings are in progress to provide the basis of pricing for this work.
- Item #27: *Lobby 101, Changing Automatic Door from Sliding to Swinging.* Vestibule 101 originally included the installation of a new automatic swinging door at the inside wall and relocating the existing exterior automatic sliding door to the outside wall. Mr. O'Bryan requested the replacement of the relocated sliding door with a new automatic swinging door to match the new interior automatic swinging door for safety-related issues. The contractor has been provided with specifications of the new automatic swinging door to match the automatic swinging door at the inside wall. Status: Awaiting documentation from Larson & Darby in order to work up pricing.
- Item #30: *Addendum #4, Finishes to Room 251K.* Addendum #4 includes a clarification describing finishes in Dining Room 251, but the finishes for the adjacent Serving Kitchen 251K are missing off the revised Finish Schedule. Each of the three Dining Rooms is to have new flooring and new wall finishes and repair of surfaces adjacent to new construction. Each of the three Dining Rooms has a new Serving Kitchen addition that is also to have new finishes. The original base bid documents included finishes for two of the three Dining Rooms and all three Serving Kitchens. Addendum #4 picked up the new finishes for this missing Dining Room 251, but at the same time inadvertently dropped the finishes in the adjacent Serving Kitchen 251K. The Contractor did not include pricing for finishes in Serving Kitchen 251K. Drawings are in progress. Status: Awaiting documentation from Larson & Darby in order to work up pricing.
- Item #42: *Topping Out of Existing Rated Walls behind Nurse Station in Building B.* As was discovered in Building A, there are several conditions around the ceilings in the staff areas behind the Nurse's Station where the rated walls were not protected to the underside of the structure above as required by the fire code. The solution is to install drywall to protect these exposed walls. The work is proceeding ahead in order to avoid schedule delays and tickets will be turned in at the end and calculated.
- Item #43: *Fireproofing Steel in Med Room 450.* Similar to Item #42, contractors uncovered conditions behind the Building B Nurse Station where structural steel was left without fireproofing. The solution will be to pack new fireproofing onto the beams and columns to meet the fire code requirements. The work is proceeding ahead in order to avoid schedule delays and tickets will be turned in at the end and calculated.

PLACING ANNUAL AUDIT ON FILE

Mr. Hanson briefly reviewed the Public Building Commission's Annual Audit for the year ending December 31, 2018. He pointed out the PBC's Fund Balance. A majority of the Fund Balance is comprised of the County's Renewal and Replacement Funds which are set aside for capital projects as the County's buildings continue to age. Mr. Hanson also pointed out that the all of the PBC's deposits were covered by either FDIC or collateral held by an independent third party acting as the PBC's agent at December 31, 2018. He gave compliments to County Treasurer Christine Johnson who handles the PBC's investments.

Mr. Larson moved to place on file the Public Building Commission's Annual Audit for year ending December 31, 2018. Mr. Shepard seconded the motion and it was carried unanimously by voice vote.

OLD BUSINESS / NEW BUSINESS

None.

NEXT MEETING DATE

The next Public Building Commission Meeting was scheduled for Tuesday, December 3rd at 8:30 a.m. at the Community Outreach Building's Conference Room West.

ADJOURNMENT

A motion to adjourn was made by Ms. Nicholson, seconded by Mr. Larson and was approved unanimously. The meeting was adjourned at 9:01 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, 2024	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, 2020	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2020	Treasurer	February 18, 1984

Change Order Proposal Log
DeKalb County Nursing Home Renovation & Addition

ITEM #	PCO #	AIA #	CCO	Description	Originator	Originated 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	Permit - Interior Renovations	City Of DeKalb	1/15/2019		\$0					Approved 01/31/2019	80-001 Permit	Check was received Monday 4/22/19	C
2	2	2	CCO # 001 CMI/Sterling Commercial CCO # 002	Interior Drawing Release Changes	City Of DeKalb	4/5/2019		\$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	MTN # 002 / Rockwell # 002	RFQ # 001 Beauty Casework Changes	Architect	2/26/2019		\$7,970					Approved 03/21/2019	06-203 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 - Steve	2/28/2019		(\$863)					Approved 03/14/2019	15-403 S MO-S1 Plumbing (-\$2,000); 16-053 S Morse Electric \$1,119		C
5	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	3	N/A	Owner Contract Language Change	GC	4/8/2019		\$0					Approved 5/7/19		\$0 change to contract Language	C
7	6	3	CCO # 002	Updated Civil Drawings	City of DeKalb	5/2/2019		\$38,088					Approved 5/7/19	02-101,2,3 S Dupage Top Soil \$38,088		C
8	7	4	CMI CCO # 002	RFQ # 003 RFI # 26 Existing Pneumatic 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		\$6,909					Approved 7/2/19	15-503 S CMI \$7,907	Sent to John 5/2/19; Sent 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; Received new pricing from CMI 6/17/19	C
9		N/A	CCO # 003	Internal	Accounting			\$0					Approved			C
10	8	N/A	CCO # 004	Nurse Station Front Finishes	Architect	5/2/2019						\$2,128	Approved 5/7/19	06-203 S MTN Veteran Contracting \$2,128		C
11	22	N/A	N/A	RFQ # 006 Updated Landscape Drawings - Changes made by the City during plan/zoning reviews.	City of DeKalb								Rejected 9/3/2019	06-101 S DBM; 06-102 S RJC	Drawings need to be distributed for pricing; Under Review by PBC Board	C
12				Reinstall Door to Soiled 225 - This door was shown to be installed on the new room layout. Steve asked what it would cost to be reinstalled.	Owner - Steve										Steve discussed this at OAC meeting 4/30/19. Directive needs to be distributed for pricing	
13	11	3	N/A	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		\$5,611					Approved 6/4/19	83-001 RJC Labor & Material		C
14	12	3	N/A	Fire Proofing Steel beam 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		\$464					Approved 6/4/19	83-003 RJC Labor		C
15	13	3	N/A	Existing headers of walled 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		\$464					Approved 6/4/19	83-004 RJC Labor		C
16	N/A	N/A	N/A	Eliminate Chase in PT111	Owner - Steve	3/12/2019								RJC Labor No Charge	No Charge	C
17	14	4	Nelson CCO # 002	Remove fire Protection in Dormers - During the removal of the dormers a sprinkler pipehead 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		\$2,443					Approved 7/2/19	15-303 S Nelson Fire Protection		C
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	20	5	Rockwell CCO # 003; Sterling CCO # 004; MTN CCO # 005	RFQ # 005 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			\$8,603					Approved 8/6/19	09-101 S Rockwell; 07-311 S Sterling Commercial; 06-201 S MTN	Directive/details need to be distributed for pricing	C
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	N/A	N/A	Fabric-Wrapped Acoustical Panels	Architect	5/2/2019						\$26,645	Approved 5/7/19	RJC Installation; Mau Associates		C
22	9	3	CCO # 003	Re-Install Circuits in Overhead Conduits	Unforeseen Condition	5/2/2019		\$1,893					Approved 5/7/19	16-050 S Morse Group \$1,893		C
23	15	4	CCO # 003	Upgrading Shingles to Architectural Type - Steve requested pricing for shingle upgrade due to anticipated future roofing upgrades.	Owner - Steve	5/14/2019		\$4,491					Approved 7/2/19	07-311 & 07-312 S Sterling Commercial Roofing	Steve/John discussion at OAC 5/14/19. Email from John with details of desired shingle type for pricing 5/15/19. Pricing received from roofer 6/4/19.	C
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								MTN; RJC Labor		
25	N/A	N/A	N/A	Internal Use	Project Management								Approved			C
26	19	N/A		RFQ # 004 Addendum #4 Clarifications, Wood Windows, RM 251K finishes	Contingency	6/11/2019						\$37,915	Approved 9/3/2019	06-102 S DBM; 04-202 S GC Masonry; 07-312 S Sterling Commercial	Under Review by Board	C
27				Lobby 101 - Changing Door from Sliding to Swinging	Architect	6/4/2019										
28	16			Fire Extinguisher Cabinet	Architect	6/20/2019								06-201 & 06-202 S MTN		
29				Serving Kitchen Potential 3 Compartment Sink	State Plumbing Inspector	6/25/2019										
30				Dining Room Finishes 25TK DWG A4.2 Addendum 04	Architect	6/25/2019										
31	17	N/A		Deduct for Fees (Pco# 008 & PCO # 010)	GC	7/1/2019						(\$1,549)	Approved 8/6/19	RJC	Took fees from Contingency Change Orders. Should not have. Putting back into Contingency Fund.	C
32	21	5	CCO # 006	Change in Hardware Specifications per marked up Shop Drawings	Architect	6/28/2019		\$14,460					Approved 8/6/19	06-201 S MTN; 06-202 S MTN; 06-203 S MTN; RJC	as marked up in the returned Submittals as per a change from Addendum # 3	C
33	23	5	CCO # 007	Hardware & Keying Meeting 6.25.19 - Changes	Owner - Steve	6/25/2019		\$6,945					Approved 8/6/19	06-201 S, 06-202 S, 06-203 S MTN		C
34	18	N/A	CCO # 003	Fire Hydrant Credit	City Of DeKalb	7/8/2019		(\$6,565)					Approved 8/6/19	02-101 Dupage Topsoil (\$6,213); RJC (\$352.32)		C
35	24	N/A		Undercutting for Unsuitable Soils	Unforeseen Condition	8/7/2019						\$38,454	Approved 9/3/2019	Dupage Topsoil		C
36	25	6	CCO # 005	RFQ # 007 Civil/Plumbing RFI # 36 - Site Plumbing Tie-Ins	Design	8/29/2019		\$20,092					Approved 10/1/19	02-101 Dupage Topsoil; 02-102 Dupage Topsoil		C
37	N/A	N/A	CCO # 001	Internal Use	Accounting											C
38				Electronic Closers on TCU Doors(resident room)											John @ L&D working with Electrical Engineer 8/20/19	C
39	N/A	N/A	CCO # 001	Internal Use	Accounting											C

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40	26	N/A	CCO # 006	Site Utility Work	Unforeseen Condition	8/29/2019						\$1,045	Approved 10/1/19	02-101 DuPage Topsoil		C
41	27			RFI # 042 Existing Vents	Architect	10/22/2019	\$5,696							CMI		
42				Bldg B - Topping out of existing walls for Ratings Soiled 454 - During demo it was discovered that some existing walls that were to become rated walls to create the new Soiled Utility Room 454 did not have drywall all the way to the deck above. L&D gave directive	Unforeseen Condition	10/29/2019										
43				Bldg B - Fire Proofing Steel med room 450 - 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	10/29/2019										
44	28			Relocate Nurse Call			\$3,639							Morse 16-053 S		
45				Internal Use												C
46				Internal Use												C
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							\$9,335	\$122,221	\$0	\$0	\$0	\$104,638				
Starting Bal.								\$12,587,489		\$154,324		\$371,502				
Current Bal.								\$12,709,710.27		\$154,324		\$266,864				