



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, JULY 8, 2008

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, July 8, 2008 at 8:30 A.M. in the Multi-Purpose Room of the DeKalb County Health Facilities Campus, pursuant to written notice of each Commissioner as required by the By-Laws.

ROLL CALL

The meeting was called to order by Chairman Robert Hutcheson at 8:30 A.M. Commissioners present were Chairman Hutcheson, Mr. Beryl Smith, and Mr. Matt Swanson. Absent at roll call were Dr. Richard Baker and Mr. Robert Morrison. Also present were Mr. Gary Hanson, Mr. Ken Campbell, Mr. Roger Schroepfer of Wold Architects & Engineering, and Secretary Mary Simons.

APPROVAL OF MINUTES

A motion was made by Mr. Swanson to approve the minutes of the meeting held on Tuesday, June 3, 2008. Mr. Smith seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

Mr. Smith made a motion to approve the agenda as presented. Mr. Swanson seconded the motion. The motion was approved unanimously by a voice vote.

COMMUNITY OUTREACH BUILDING

CHANGE ORDERS

Mr. Roger Schroepfer began the report for Mr. Matt Bickel and Mr. Jeff Burandt who were delayed in transit to the meeting. Mr. Schroepfer reported that there are no change orders to present for approval at this time. He added that there are a couple of change orders pending that will be presented at the next meeting. (Dr. Baker arrived at the meeting at 8:35 A.M.) Mr. Schroepfer added that one of the changes will be for site improvements to add a concrete flow line and another change order will be for some adjustments to add to the door hardware and coordinating security keypads. There also will be a change order adding the cost for connecting the owner provided generator.

PAY REQUESTS

Mr. Hanson distributed copies of the Pay Request Schedule #7 dated July 8, 2008. (Attached as Exhibit "A") which is in the total amount of \$703,704.00. Mr. Hanson stated that this represents a total paid to date of 2.8 million dollars paid out of a total contract price of 4.9 million dollars bringing us to a little over the half-way point. Mr. Smith made a motion to approve the pay requests and the motion was seconded by Dr. Baker. The motion was unanimously approved by a voice vote. Dr. Baker asked for clarification regarding the change order for the generator. Mr. Hanson responded that the change order will be only for connecting the generator since its purchase was approved last month. Mr. Hanson stated that the County Board has agreed to be billed for the entire project of both the generators purchase and installation. Mr. Hanson added that at his last inquiry the delivery time may not be until the end of November. He explained that this actually is earlier than the 30 weeks they

originally quoted. Mr. Hanson added that long delivery dates from Caterpillar are due to the high volume of deliveries they are making to Asia. (Mr. Morrison arrived at the meeting at 8:40 A.M.) Mr. Hanson stated that if the building opens prior to the delivery of the generator we will have to look at temporary backup in case of power outages.

LANGUAGE CHANGE - BID PACKAGE

Mr. Hanson distributed a revised draft copy of the ordinance outlining the criteria for identifying "responsible bidders". Dr. Baker expressed his reluctance with the document and asked how it would be operationalized. Mr. Morrison asked for an example of "those instances where compliance would jeopardize the receipt or use of Federal or State funds" as stated in the fifth paragraph of the ordinance. An instance of this occurring could not be cited by anyone present. A lengthy discussion occurred about item number six of the ordinance regarding the tense of some of the language used in the document. Mr. Smith expressed his reluctance stating that he felt the document would restrict the commission's flexibility in using certain contractors. He cited as an example the current use of Rockford Geothermal in the construction of the Community Outreach Building. He explained that since it is a relatively new technology they would have been prohibited by this document. Mr. Smith added that the implementation of this document would be cumbersome. Mr. Swanson spoke in defense of the ordinance and stated that the language used in the document is standard language and should address the concerns of the commissioners. Dr. Baker stated that even though the wording in item number six is "boiler plate" he still has some problems with the language used. Mr. Smith made a motion to table the document for further study. Mr. Morrison seconded the motion. Chairman Hutcheson, Mr. Smith, Mr. Morrison and Dr. Baker voted aye. Mr. Swanson abstained from the vote. The motion to table for further study passed by a majority vote.

Mr. Matt Bickel and Mr. Jeff Burandt arrived at the meeting at 9:05 A.M.

PUBLIC BUILDING COMMISSION - PROJECT STATUS

Mr. Hanson distributed copies of the status report. (Attached as Exhibit "B") Mr. Campbell reported on item number one which is the boiler and water heater replacement in the Public Safety Building. Mr. Campbell stated that the weather is still too cold to completely shut down the system. He added that there will be a change order for approximately \$3,000 because of the need to shut down all the boilers except two to maintain the air at least at sixty five degrees. He added that this will necessitate bringing the demolition crew back in to demolish the two boilers left running.

Dr. Baker inquired about the delay in the status of item number four the Circuit Clerk Furniture. Mrs. Simons explained that the Circuit Clerk has not been able to come up with an acceptable design to adequately accommodate the needs and work flow for her staff to perform efficiently. Mrs. Simons added that the Circuit Clerk has just completed a very large project for the installation of an electronic court case call board which was a very time consuming project. Dr. Baker commented that this is a pretty substantial amount of money and that office does need some updating.

AUCTION UPDATE

Mrs. Simons reported that she is in the process of contacting all the departments for any office furniture and equipment they have for disposal. She stated that we usually hold an annual auction/sale of this equipment at the Highway garage. She added that this year we would like to expand on the idea of employee participation of donating items from home for which the proceeds would then be donated to a local charity. So far we do not have enough county equipment for a sale but hopefully the items that will come from the departments moving into the new Community Outreach Building would give us more than enough. Mrs. Simons also reported that the obsolete printing presses from the county printing department were recently replaced by electronic presses. She explained that permission was given to try to sell the two presses and a plate maker on Ebay. The equipment was listed on June 23 and all three items were sold by July 7. One of the presses sold for \$3,200.00, the other for \$900.00 and the plate maker sold for \$325.00. She added that this is all equipment that we thought we would only be able to sell for scrap.

NEW BUSINESS/OLD BUSINESS

There was no New/Old Business.

NEXT MEETING

Chairman Hutcheson announced that the next meeting is scheduled for Tuesday, August 5, 2008, however Mr. Hanson will be on vacation. It was the consensus to reschedule the next meeting to be held on Tuesday, August 12, 2008 at 8:30 A.M. In Conference Room East.

ADJOURNMENT

A motion was made by Mr. Swanson to adjourn the meeting. The motion was seconded by Mr. Smith. The motion carried unanimously by a voice vote. Meeting adjourned at 9:45 a.m.

Secretary's Note

At the conclusion of the meeting the Commission members and guests present at the meeting were taken on a guided tour of the Community Outreach Building to view the construction progress of the building.

Robert Hutcheson, Chairman

Mary G. Simons, Secretary

<u>Commissioner</u>	<u>Expiration of Term</u>	<u>Office</u>	<u>Original Appointment</u>
Mr. Robert Hutcheson	September 30, 2009	Chairman	January 16, 1991
Mr. Beryl Smith	December 01, 2010	Vice Chairman	September 30, 2000
Dr. Richard Baker	September 30, 2011		September 30, 2005
Mr. Robert Morrison	September 30, 2008		July 17, 2002
Mr. Matt Swanson	September 30, 2012		September 19, 2007
<u>Non-Commissioner:</u>			
Ms. Mary G. Simons	September 30, 2008	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2008	Treasurer	February 18, 1984