



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, MAY 6, 2008

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, May 6, 2008 at 8:30 A.M. in Conference Room East of the DeKalb County Administration Building, 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, Mr. Robert Morrison, Dr. Richard Baker and Mr. Matt Swanson. Also present were Mr. Gary Hanson, Mr. Ken Campbell, Mr. Matt Bickel and Mr. Jeff Burandt of Wold Architects & Engineering, and Secretary Mary Simons.

APPROVAL OF MINUTES

A motion was made by Dr. Baker to approve the minutes of the meeting held on Tuesday, April 8, 2008. Mr. Smith seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

Mr. Morrison made a motion to approve the agenda as presented. Mr. Smith seconded the motion. The motion passed unanimously by voice vote.

COMMUNITY OUTREACH BUILDING

Mr. Matt Bickel posted an enlarged copy of the COB construction schedule for the commissioners. (A smaller version of the schedule was mailed to the members prior to the meeting.) Mr Bickel explained that the original completion date was set for August 1, 2008. The new final installation and finish work is now scheduled for August 24, 2008 with occupancy in late August or early September. The "punch list" procedure is scheduled for September 21, 2008 and can be done either after hours or during the workday. These accelerated dates were accomplished by meeting with the general contractor and all the trades and agreeing to overlap their schedules. The major portions of the masonry walls were completed last week and the steel work should begin this week. The ground is still pretty wet and additional work had to be done to accommodate the crane; however, the structural steel work is underway and began in the Home Health Care area and working around to the rest of the building. Once the steel is up they will begin installing duct work and the stud walls are scheduled for installation next week.

CHANGE ORDERS

Mr. Bickel stated that Change Order #4 (attached as Exhibit "A") item 4.1 is the cost associated with the revision to the structural steel dimension in the amount of \$3,319.80. Item 4.2 is for the Educational Center wall to be covered with gypsum board with no additional cost. Item 4.3 is a credit for \$325.00 which is the cost for deleting the LEED submittal requirement for plastic laminate work. Mr. Bickel concluded that the total cost for this change is \$2,994.00. A motion was made by Dr. Baker and seconded by Mr. Morrison to accept Change Order #4. The motion carried unanimously by a voice vote.

Mr. Bickel stated that Change Order #5 (attached as Exhibit "B") is for the cost associated with relocating the Fire Department siamese connection based on the DeKalb Fire Department requirements and is for \$1,306.00. A motion to approve Change Order #5 was made by Mr. Swanson and seconded by Mr. Smith. The motion passed unanimously by a voice vote.

Dr. Baker asked what dollar amount was set aside for contingencies for this project. He added that there may be a lot of change orders and his concern is there may not be enough in the contingency fund. It was established that there is \$42,000.00 in the contingency set aside for change orders. Mr. Hanson said he would provide a monthly schedule listing the previously approved change orders and include the balance remaining.

UPDATE FOR ELECTRICAL PAYOUT #4

Mr. Bickel stated that last month there was a question regarding the labor costs submitted by Mascall Electric. He explained that he had several conversations with the Mascall project manager and their comptroller and it was determined that they had overstated their payment request; however, we have reduced their application for this month by \$4,000.00 to offset the overstatement from April. Mr. Bickel said this should now bring them back in line. Dr. Baker asked why Mascall had overstated the amount for labor. Mr. Burandt explained that when Mascall projected their labor force, they did not expect there to be down-time of from 10 days to two weeks; therefore, their labor costs were overstated. A motion to approve the \$4,000.00 adjustment was made by Mr. Smith and seconded by Dr. Baker. The motion passed unanimously by a voice vote.

PAY REQUESTS

Mr. Hanson distributed copies of the Pay Request Schedule #5 which is for May 6, 2008. (Attached as Exhibit "C") which is in the amount of \$406,751.00. A motion to approve the May schedule was made by Dr. Baker and seconded by Mr. Swanson. The motion carried unanimously by voice vote.

PUBLIC SAFETY BUILDING - BOILER PROJECT

Mr. Ken Campbell stated that using one of the old boilers as a backup to the new system is not feasible. He explained that using one of the old boilers as a backup to the new system would necessitate removing a block wall. He added that the low bidder figured out a way to install a new stack without removing the wall and if the old boiler is used the wall would have to be taken out. The proposed new system has two boilers which would provide built-in redundancy; therefore, it is not necessary to keep any of the old boilers. Mr. Campbell recommended not pursuing this. The Commissioners concurred with Mr. Campbell's recommendation.

NEW BUSINESS/OLD BUSINESS

A lengthy discussion was held regarding appropriate wording defining "responsible bidders" when projects are put out for bid. Mr. Swanson cited several counties that have passed an ordinance to address this issue. Mr. Swanson pointed out that Winnebago County has been very successful with the ordinance they passed in 1994. He further explained that the state statutes only address state building projects and do not include counties or other governmental entities. It was concluded that Mr. Swanson, Mr. Hanson and Mr. Bickel would work together to draft a document to address this issue.

Dr. Baker asked Mr. Hanson if he would provide an update each month of the status for ongoing PBC projects. Mr. Hanson responded affirmatively.

Mr. Campbell announced that the City of Sycamore is having the opening ceremonies for the Sycamore Sesquicentennial this weekend which will include a lighting display of the Courthouse by Upstaging, Inc. Dr. Baker asked if there is an annual contract with Upstaging to do these displays. Mr. Campbell said there is no contract. He explained that this company has been very generous in providing all the past lighting displays free of charge. Dr. Baker suggested that the Public Building Commission through its Chairman send a letter of thanks to Upstaging for their generosity. The Commissioners concurred.

Mr. Hanson suggested that a future meeting of the Commission be held at the Community Outreach Building construction site. It was decided that the July meeting will be held at the Health Department campus so a walk-through of the project could be done.

NEXT MEETING: TUESDAY, JUNE 3, 2008, 8:30 A.M.

ADJOURNMENT

A motion was made by Mr. Smith to adjourn the meeting. The motion was seconded by Mr. Swanson. The motion carried unanimously by a voice vote. Meeting adjourned at 9:25 a.m.

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