

Design Development Presentation Meeting Minutes

Meeting Date: September 8, 2010
Time: 3:00 pm – 5:00 pm
Project Name: DeKalb County Courthouse Expansion
Job Number: 50038973
Attendance: Ad Hoc Oversight Committee (AHOC):
Ruth Ann Tobias Larry Anderson Kenneth Andersen
Julia Fauci John Hulseberg Judge Kurt Klein
Maureen Josh
DeKalb County Staff:
Ray Bockman Gary Hanson James Scheffers
PSAD|BCA:
Matthew Meives
Gilbane Building Company:
Tom Leonard, Rick Wise

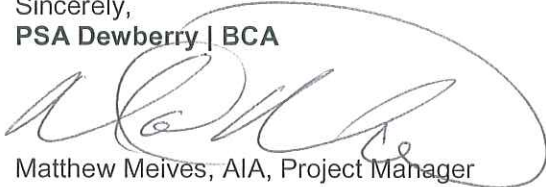
Items Discussed:

1. A PowerPoint slide presentation was made by PSAD | BCA. Copies of the material were distributed to all attendees and a pdf was sent to all project team members on September 14, 2010.
2. **Total Project Budget** – the cost estimate, dated September 8, 2010 prepared by Gilbane shows that the total costs holding near the \$14.5M budget. A copy of the complete estimate was sent to all attendees. Gilbane has assigned costs to almost all of the soft costs items on the budget.
3. **Cost Refinements** – Gilbane has included in the budget the build out of the security screening remodel cost and will be part project. Additional cost refinements are itemized in the cost estimate distributed by Gilbane on September 8, 2010.
4. **Add Alternates** – Eight add alternates totaling \$1,313,800 not included in the Total Project Budget were reviewed and discussed.
5. **Emergency Generator** – PSA confirmed that a small generator will be included in the project to power a required fire pump in the case of emergencies. A generator large enough to power the entire building will be priced as an alternate.
6. **Sprinkler System** – A new water service for the entire building will be provided on the northwest corner of the addition. This water line will be designed to tie into the water and sprinkler lines of the existing building allowing the existing water service on the south side of the existing building to be disconnected and capped.
7. **Soils Report** – The final soils report was received from the geotechnical engineer on August 20, 2010. Soils remediation will be required in specific areas in order to get soil that has an adequate bearing capacity.
8. **Shear Wave Test** – The final shear wave test results received on August 20, 2010 confirmed that the design team would not be able to improve code required seismic design condition.
9. **Asbestos Report** – The final asbestos report was received on August 17, 2010 and it confirmed the existing of some asbestos containing material which will need to be remediated.
10. **Phase I Environmental Site Assessment** – The final assessment was received on September 1, 2010. The assessment identified four recognized environmental conditions on the site. The most notable was the possible existence of an underground storage tank in the footprint of the addition. Jim Scheffers confirmed this tank was removed.
11. **Plan Revisions** – PSA presented updated plan revisions.
12. **Electrical Service** – A new transformer and new underground service feeder will be provided for the addition to feed a new 2000 to 2200 amp switch gear. The new service will back feed a new distribution panel located in the electrical room of the existing building. The power for the existing building will be tied into the new distribution panel and the existing electrical service in this room will be eliminated.

13. **Parking** – Gilbane presented a site logistics plan indicating how the site would be utilized during construction. The preliminary plan calls for the closure of the employee and prisoner entrance points on the north side of the existing building as well as the closure of the existing parking spaces on the south side of Exchange St. which are currently assigned to court officials. The project team will need to work with the County on how the prisoners will be brought into the building and where the court officials will park during construction.
14. **County Board Presentation** – PSAD will make a PowerPoint Presentation to the County Board at the September 15th meeting as a status update.
15. **Construction Document Phase** – PSA will continue with the development of the construction documents in preparation for bidding and construction.

These meeting minutes constitutes my understanding of the items discussed. Please indicate in writing any additions or revisions to my attention.

Sincerely,
PSA Dewberry | BCA



Matthew Meives, AIA, Project Manager

Copy: AHOC/Attendees/Project Team/File

DeKalb County Courthouse Expansion

SEPTEMBER 8, 2010 PROJECT STATUS UPDATE





Design Development

The primary objective is to define and describe all important aspects of the project.

Construction Documents

The purpose is to document the design intent for the purpose of bidding & construction.

Activity	Timeline
Design Development	Issued August 18
Construction Documents	August 19 – Dec. 21
Fire Department Review	September 2, 2010
County Board Presentation	September 15, 2010
50% CD's	October 15, 2010
75% CD's	November 19, 2010
Quality Control Review	Dec. 22, '10 – Feb. 4, '11
Bidding + Award	February - March
Construction	April 2011 – June 2012

Project Schedule

August/ September Meetings



- August 3 – Project team coordination meeting
- August 24 – Project team coordination meeting
- September 1 - Overall building design review w/Judge Klein, Maureen Josh and Ray Bockman
- September 2 - Existing facility review meeting with the City of Sycamore Assistant Fire Chief and Building Department

Project Status



- **The Project Team met on August 24th to review changes to the documents made in the Design Development Phase**
 - Plan to bring all new electrical service to building
 - Working on getting pricing to run power below grade on the north side of building
 - New furniture is planned for the State's Attorney
 - Created an exterior mechanical court on the west side of the building
 - Developed the design of the atrium space
 - Continue to refine the courtroom design
 - Expanded the entry points to new atrium
 - Reviewing layout of Jury Assembly space.
 - Continue on the selection of interior finishes
 - Finalized fire and water service access points into the building
 - Finalized Exterior Design

Project Status Cont.



- **Results for the Soil borings and shear wave tests were received on August 20, 2010**
 - Soils report shows soil with adequate bearing capacity +/- 2 foot below the bottom of footings in some of areas of the addition.
 - Shear Wave test shows that the seismic design condition is not able to be improved.
- **Asbestos Report was completed on August 17, 2010.**
 - Found some asbestos containing material in the stair to be removed.
- **Environmental analysis issued on September 1, 2010.**
 - Possible existence of an underground storage tank in footprint of addition.

Total Project Budget



	Category	%	Cost
A.	New Construction, Remodeling, + Site Work		\$11,379,414
B.	Escalation		\$0
C.	Design/Estimating Contingency	2.5% of A	\$250,000
D.	Construction Contingency	4% of A	\$455,177
E.	Sub-Total Construction Hard Costs	83.3% of G	\$12,084,591
F.	Soft Costs	16.7% of G	\$2,426,630
G.	Total Project Budget		\$14,511,221

\$14.5M Total Project Budget

Costs are from Gilbane's estimate dated 9/8/10

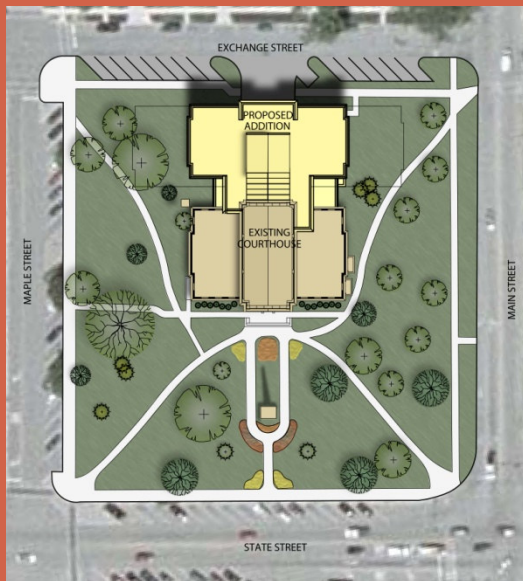
Bid Alternates



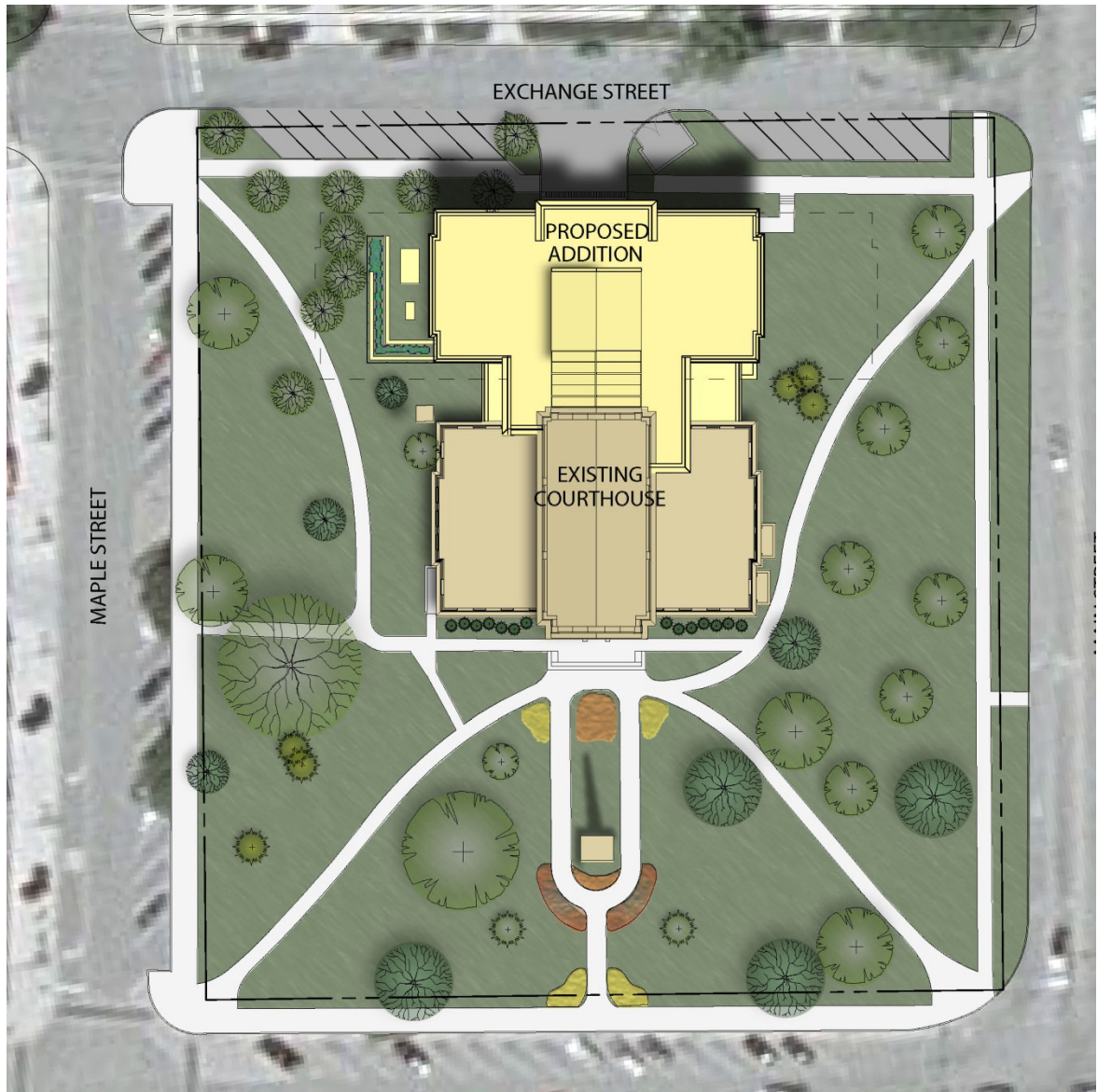
Alt. No.	Description	GSF Quantity	Cost/ Unit	Total
1	Public Defender Build-Out	3,405	\$111.20	\$378,600
2	2 nd Floor Build-Out w/o Courtroom	1,674	\$125.62	\$210,300
3	High Volume Courtroom Bench Millwork	5,077	\$9.85	\$50,000
4	1 st Floor Security	BASE BID		
5	Building Emergency Generator			\$240,000
6	2 nd Floor Courtroom Build-Out	1,368	\$222.88	\$304,900
7	Add cameras in the existing Elevator			TDB
8	Additional Elevator Stop – Basement			\$30,000
Total Bid Alternates				\$1,213,800



Site Plan Refinements



08/11/10





Lower Level Refinements



08/11/10





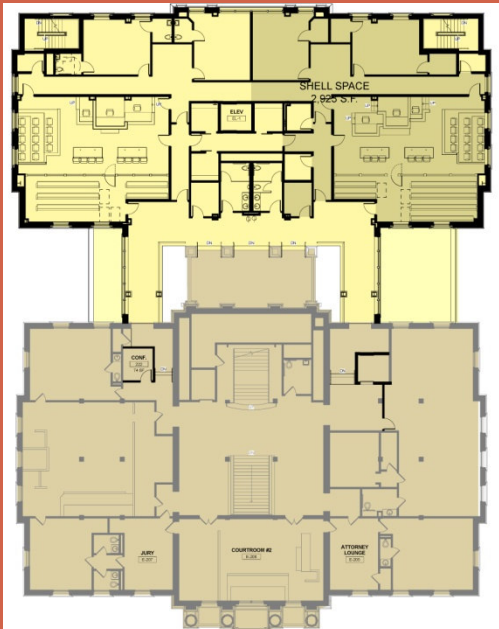
First Floor Refinements



08/11/10



Second Floor Refinements



08/11/10



Third Floor Refinements



8/11/10





Exterior Renderings

View looking West





Exterior Renderings

View looking Southwest





Atrium Renderings

View looking East





Atrium Renderings

View looking Northeast



Next Step:

Begin full development of the construction documents in preparation for bidding and construction.

