



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, FEBRUARY 3, 2009

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, February 3, 2009, at 8:30 A.M. in Conference Room East of the DeKalb County Government Administration Building, pursuant to written notice to 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, Dr. Richard Baker, Mr. Matt Swanson, and Mr. George Daugherty. Mr. Beryl Smith was absent. Also present were Mr. Gary Hanson, Mr. Jim Scheffers, Mr. Matt Bickel of Wold Architects & Engineering, Mr. Brian Kerner of Burnidge Cassell Associates and Secretary Pro Tem Cris Woodin.

APPROVAL OF MINUTES

Dr. Baker presented an amendment to the minutes regarding the wording in the By-Laws for Article VII, Section 1, requesting that the minutes read "PBC By-Laws currently being used for bidding purposes is different from the dollar amount contained in the Illinois Compiled Statutes. Mr. Hanson recommended that the section of the by-laws which is different be amended to comply with state law." The motion to approve the minutes by Mr. Daugherty and seconded by Mr. Swanson were passed after the friendly amendment by Dr. Baker clarifying the wording for Article 7, Section 1 which was referenced in the minutes. The motion carried unanimously by a voice vote

APPROVAL OF AGENDA

After Chairman Hutcheson struck Agenda item #8 (Fiscal Year Budget Transfers), the agenda was approved with a motion by Matt Swanson and seconded by Dr. Baker. Motion carried.

COMMUNITY OUTREACH BUILDING-Project Status

Mr. Hanson was pleased to inform the Commissioners that the departments had moved into the building and were adjusting to their new offices. The move was delayed a week because of issues surrounding the City of DeKalb issuing the required permits. Lengthy discussion followed about the numerous issues that we are having getting the building punch list and other deficiencies in the construction finished. Dr. Baker made a motion that by the next Public Building Commission meeting in March all efforts be made that there are no items left on the punch list. Mr. Swanson seconded. The motion carried.

CHANGE ORDERS - Attached as Exhibit A

Mr. Bickel had several change orders to present to the Commission. The first and second change orders, 20-1 and 20-2 were approved for payment. Dr. Baker made the motion and Mr. Daugherty seconded. Motion carried. The third change order, 20-3 (\$1,243.00), was passed over because the work will be performed by someone else later.

Change order #21 (\$8,458.00) from the Mechanical Contractor, regarding the motorized valve in revising the control sequence of the building's geothermal pumping system; and change order #22 (\$2,489.57), regarding the backflow valve near the drinking fountain, were both held over awaiting further information about these changes that have both been made.

Gary Hanson brought up the matter of Change Order #14-3 having an incorrect amount listed in the motion at the prior meeting. The change order was presented to the Commission as \$1,167.00, but was really listed in the background paperwork correctly as \$1,667.00. Dr. Baker motioned that the records be changed to reflect the correct amount. Mr. Daugherty seconded. Motion carried.

Further claims were brought forward by Mr. Bickel in regards to incidents that had occurred prior to the building occupancy. Much discussion regarding these seeming oversights occurred. These concerns prompted another motion by Dr. Baker that by the next meeting of the Public Building Commission to be held March 3, 2009, that the architect and the PBC Chairman meet to review outstanding items on the punch list that haven't been tended to, so that prior to the meeting the timely preparation and sending of the seven-day letters be mailed to the affected contractors. In addition, a report will be prepared and presented to the Commissioners at the meeting concerning any outstanding items on the punch list. Mr. Swanson seconded the motion and it carried.

Mr. Bickel brought three claims before the Commission that each had to do with problems in the building that were the responsibility of several contractors, none of which individually was responsible for the issues. The claims related to the glycol spill/leak (\$90), the clogged floor drain (\$400), and the sprinkler backflow preventer (\$2,518). Matt Bickel's recommendation was that the associated invoices for these events be divided amongst the various contractors evenly and that none of the costs incurred be the responsibility of the County. The Commissioners concurred with Mr. Bickel's recommendation. The sprinkler backflow preventer issue sparked another concern that the debris in that line was also in the domestic water system. Dr. Baker motioned that we have the domestic water system flushed and have a report by the next meeting confirming that the system was flushed and is found free of debris. Mr. Swanson seconded the motion. The motion carried.

PAY REQUESTS (Attached as Exhibit B, Page 4)

Discussion continued surrounding the outstanding issues of the building. Mr. Daugherty motioned to pay #13 (Electrical \$32,215 and Fire \$11,916) and #14 (Electrical \$14,752), but holding the portion of the payout for the General Contractor (\$161,279). Dr. Baker seconded. Motion carried.

UPDATE OF 2009 PROJECTS (Attached as Exhibit B, Page 5)

Mr. Kerner reported that the Public Safety Building boiler project is complete. All manuals have been turned over to Mr. Scheffers and Facilities Management. The state inspector has given his approval so this project is complete.

Treasurer Christine Johnson discussed with the Commissioners her concerns for the safety of the people and the money in her office, which is the impetus for the Treasurer's portion of item #3, Treasurer and Mapping Reconfiguration. She is looking forward to having a wall built with windows to limit the view of the money in the Treasurer's office. An added benefit of the windows in the wall will be to direct people to appropriate stations when they come to the Treasurer's office to conduct business. Treasurer Johnson is looking forward to beginning her project soon with an expected completion date of mid-April.

Mr. Hanson confirmed for Mr. Swanson that the Garage Floors & Drains project, item #4, was going out to bid.

Parking Lot Maintenance, item #5, is scheduled to begin sometime in the summer.

The Guard Corridor Control Updates, item #6, though very specific in requirements, is also being prepared to go out to bid, which is a reversal from action taken at the December meeting.

NEW/OLD BUSINESS

Mr. Scheffers was introduced to the Commissioners as the new Facilities Manager for the County.

Mr. Swanson requested that a new item be added to the next agenda in regards to the responsible bidder ordinance. He is proposing to have someone from labor management come in to address the proposed ordinance.

The next meeting will be held on Tuesday, March 3, 2009 at 8:30 A.M. in Conference Room East.

ADJOURNMENT

Mr. Swanson motioned to adjourn the meeting and Mr. Daugherty seconded. The motion carried unanimously by a voice vote. Meeting adjourned at 10:10 A.M.

Robert Hutcheson, Chairman

Cris Woodin, Secretary Pro Tem

Secretary's Note: Attached for the purposes of these minutes are copies of the "punch lists" (attached as Exhibit B, Page 1 AND 2, and Exhibit C) as referred to in these minutes.

<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. Matt Swanson	September 30, 2012	Vice Chairman	September 19, 2007
Mr. Beryl Smith	December 01, 2010		September 30, 2000
Dr. Richard Baker	September 30, 2011		September 30, 2005
Mr. George Daugherty	September 30, 2013		September 30, 2008

Non-Commissioner:

Ms. Mary G. Simons	September 30, 2008	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2008	Treasurer	February 18, 1984