Ogle County Long Range Planning
Courthouse Renovation Committee Meeting
Tentative Minutes
January 5, 2010

1. Call to Order by Chairman Stahl at 10:30.
    - Members Present: Stahl, Hopkins, Gronewold, Gouker, Nye, Messer
    - Members Absent: Rice
    - Others Present: Jim Barnes, Larry Boes, Bob DeArvil, Lynne Kilker, John Coffman, Meggon McKinley, Scott Robinson, Becky Huntley, Jeff Case, Tom Lassin, Jim Dobyns, Vinde Wells, Bill Welty, Larry Callant, Bonnie Hendrickson, Sheryl Hopkins, members of the media and public.

2. Approval of Minutes: December 1, 2009
    - Motion by Gronewold
    - 2nd by Messer
    - Motion carried

3. Courthouse Renovation Project- Review & Possible Action:
    - Project Update - nothing new to report outside of the remaining agenda items
    - Furniture Bids- Stahl asked Assistant States Attorney Scott Robinson to share his opinion on the furniture bid recommendation before the committee. He reported the county can choose the higher priced bidder as long as there is a rational reason for doing so, such as the better warranties and preferred chairs identified in the Business Office Systems proposal. Robinson noted the revised resolution for this recommendation incorporates statutory language addressing these issues. Hopkins states he believes we are covered and able to accept the chosen bid. Robinson reported that he sees no legal reason not to choose this bid. Gouker asked about implications from the bid notice not including prevailing wage and state exempt language. McKinley noted that this was indeed omitted from the bid notice, but that Holabird & Root confirmed verbally with each of the four bidders that they did respond in their bids with the understanding we are under prevailing wage and tax exemption law. Robinson indicated the law states we must pay prevailing wage and that property sold to government entities is tax exempt, so even if the architect should have included this language, failing to do so does not present a problem since it is the law that bidders must comply with these laws regardless. Robinson indicated if we have assurance that the bidders are paying prevailing wages and not charging sales tax, the county is fine. He said if they try not to pay prevailing wage or charge sale tax, legally they'd be in trouble. Gouker said the committee should have seen and reviewed the bid spec language and that the administrator and committee should have ensured this language was taken care of. He expressed concern that another bidder

could come in and say they didn't have a fair opportunity to bid because they didn't understand the requirements. Robinson said the general conditions included in the bid package state that the contract must comply with all state and federal law and to the extent a contractor doesn't comply with state law, it is on them, not on the county because prevailing wage and tax exemption is state law. Gouker said he wants the bidders to put their understanding and confirmation of what they included in their bid responses in writing. The committee agreed, and McKinley will work with Holabird & Root to get those confirmations in writing for inclusion in the board packets for the 1/19 board meeting. Gouker asked Robinson if he can assure us we won't be sued. Robinson said no attorney could assure such a thing, but his legal opinion is that omitting this information from the bid specs does not provide grounds for litigation. He noted that in a private bid situation and contract there could be problems because it wouldn't be clear to the vendor or subcontractor that they were to do this. But since we are a government entity required by law to pay prevailing wage and be exempt from tax, the only way to foresee a problem is if the vendors don't actually pay prevailing wage. At that point, a grievance would be filed, but the vendor can't complain they didn't know they had to pay prevailing wage because the vendors are charged with knowledge of state law. Nye asked if the county would be in trouble if a vendor didn't pay prevailing wage since the vendor is responsible. Robinson said the county must pay prevailing wage, but we hold to the contract language that says our vendors must comply with state statute. Robinson agreed that we should get the assurance from the bidders in writing that they provided prevailing wages in their bid responses and that no sales tax was included. If this is indeed the case, he sees no legal issue before the county. Messer said it seems we're making mountains out of mole hills. Boes asked if providing an unlimited lifetime warranty was required in the specs. Robinson said no, but the law doesn't care if it was in there or not because the law allows the county the flexibility to react to what vendors include in their bid responses. The law is written to ensure counties aren't forced to simply always buy the cheapest product. Barnes asked if we should have put this in the bids specs. Robinson said while we could have put it in there, there is no legal issue that we didn't. Gouker stated the warranty exceeded our expectations. Lassin clarified that in the architectural industry, there is a section to allow bidders to propose alternatives so as not to restrict the bid documents so tightly that only one bidder could possibly respond. Nye asked what this will cost us in delays. Dobyns said there are three locations that are dry walled and taped that may or may not have to cut in to make changes now and that he is unsure of length of time and true cost of extension at this time. Holabird & Root confirmed we will keep the same pricing. Barnes asked why the bid specs were not done earlier. Gouker expressed concern we should have been on this sooner and that the public bid notice only ran for one week. Gronewold noted he called McKinley during the furniture bid process to

ask why it was taking so long, and she assured him that Holabird & Root was sticking with the original timeline proposed, which is a very lengthy one in working with the department heads to choose the manufacturers to include in the bids, then define all three manufacturing bid specs for every piece of furniture needed for every floor. She indicated specs were finalized in October and the bids prepared for distribution in November, as planned and reviewed with the committee. Messer moved to present the selection of Business Office Systems as the furniture provider to the County Board. Nye 2nd. Gouker says he'll wait for the letters. Motion carried with Gouker opposed.

- Courthouse Budget & Timeline- McKinley distributed and recapped the monthly budget spreadsheet. She reminded the committee that Ringland Johnson will call things change orders that aren't considered change orders on the spreadsheet, such as expected allowances and other services contingencies. Dobyns reported the current move in date is expected to be mid-May.
- Additional Scope Items
    i. Storm sewer proposal of $70,250 – Dobyns reports we are still waiting for one more bid that Jim Barnes said would like to participate. McKinley asked why this vendor hasn't come to pick up the drawings when we told them they were available 2 months ago. Barnes will confirm with this vendor they plan to come get the drawings and bid. Gronewold asked why there are copper downspouts quoted as part of the storm sewer proposal and also in change order #39. Dobyns clarified the storm sewer proposal should say "connections to new copper downspouts" and will correct that language. He indicated change order #39 is for the copper downspouts themselves. Boes asked why we priced copper downspouts. Dobyns said to keep the historic nature of the building. Gouker asked why the storm sewer proposal includes downspouts, which are also presented in change order #39. Dobyns repeated that the proposal should read "connections" to the new downspouts and that #39 is for the down spouts themselves. Dobyns reported that a number of solutions were evaluated, but the attic isn't a solution since the downspouts would be below the attic elevation and we'd have to build soffits to conceal them throughout the 3rd floor, which is not a workable solution. He confirmed RJC believes the current storm sewer solution is the least expensive way to move the storm water into the storm sewer, per code requirements. Gronewold asked about the jail configuration. Dobyns confirmed there will be a new pit for pumping all water out and this should alleviate much of the jail water problems. McKinley said she thought some were not sure this would solve all the water problems in the jail. Dobyns confirmed it should alleviate many of the jail water issues because we are hooking up to it and taking the sanitary sewer out. DeArvil

noted there is broken downspout on top of the jail that needs to be fixed. McKinley will follow up with Maintenance on this. Gronewold asked if we have to replace the down spouts. Dobyns said they are thin and deteriorating and that the county will have to replace them soon. Boes asked what cost of aluminum is and Dobyns said it wasn't that much cheaper. He noted that corrugated aluminum was much more expensive than copper because of manufacturing and bending of it. Dobyns noted we could get aged copper downspouts for three times the price of new copper. Stahl asked if the committee wants to wait for the last bidder to come in since they've had 2 months to do so. The committee said yes. Boes clarified that the downspout system will go direct to the storm sewer and we don't have to worry about pits and pumps. Dobyns said yes. Gronewold asked to confirm this is the city and not IDOT. Dobyns said yes.

ii. # 44 - Soil and concrete testing for the handicap ramp - $800- Dobyns reported this was to verify footings were sitting on solid ground and they didn't core bore it rather used a surface compaction device per Dobyns. The contract specifies this is the owner's expense. Motion by Hopkins to approve the soil and concrete testing change order for $800.00 by reason of owner initiated. 2nd by Nye. Motion carried.

iii. # 39 - Copper downspouts - $24,483 –Hopkins suggests waiting until the current downspouts are at end of life and then replace them. McKinley asked what the expected life on the current spouts is, and Dobyns thinks another 2-3 years as a guess. Motion by Hopkins to ELIMINATE this change order for new copper downspouts. Gronewold 2nd . Motion carried unanimously.

- Change Orders for Approval

i. # 37 - Elevator upgrades $26,834– Gouker asked if there are waivers for this work based on previous successful inspections. Dobyns said no because when you reconstruct an old building, you are forced to bring things up to current code. He confirmed there are two sets of rules - existing buildings and new/renovation construction and we are obligated to do what's needed to bring this up to new construction code now. Dobyns confirmed the elevator inspector is state certified but not a state employee. He also confirmed the current inspector, who is very reasonable, is not part of the vendor doing the work. Boes asked why this wasn't caught based on our current maintenance contract on the elevator. McKinley noted that the current maintenance provider did provide a cost for upgrades before the renovation work started and it was cost prohibitive to pursue (over $100,000.) Dobyns said we have less expensive solutions now because the inspector indicates we have a good contact board/controller in the elevator room and it's one of the best and most well maintained elevators they've seen.

Motion by Messer to bring the elevator change order of $26,834 to the board for approval. Nye second. Mel clarified his motion is to include reason by omission by contractor and architect. Nye agrees in her 2nd. Gouker asked who will maintain it the elevator. Dobyns indicated it's owner discretion. Motion carried.

ii. #23 revised - Fire sprinkler alarm bell and dry system air compressor reduced $600 to $2,958. Dobyns indicated this was not on the drawings to get power to the fire alarm systems because it is design build, per architect. It wasn't picked up by the electricians either. This change order represents the electrical labor to hook these things up. Lassin indicates the cost has to do with the access needed by drilling through the wide chimney shafts in difficult locations. Stahl confirms we'll include this in the price negotiations because it seems like a miss by the architect. Messer moved to approve the fire sprinkler alarm bell and dry system air compressor change order in the amount of $2,958 with reason of omission by architect. 2nd by Hopkins. Motion carried.

iii. # 42 - New electrical feeds to the lighted directory board $1,133 - McKinley reported we discussed this last month and asked for this to preserve the lighted directory containing veterans names and put new wiring back to it. Hopkins moved to approve new electrical feeds to the lighted director board in the amount of $1,133 based on reason of owner initiated. Nye second. Motion carried.

iv. #47 – installation of mop basins in bathrooms of all three floors - $1,687. Dobyns said this is an option to help protect the wall from slopping of the mop on the wall. Motion to ELIMINATE this change order by Nye. 2nd by Messer. Motion carried.

v. #51 – relocate toilets in two existing restrooms on first floor $1,569. Dobyns reported current code is that the toilet must be 18" from the wall and these are only 16" and so this has to be done. Expense comes from core drilling through the wall. These bathrooms are for the department employees to use and are not grandfathered in to any previous code. Hopkins moved to approve relocating the toilets for $1,569 with reason of State initiated. 2nd Messesr. Motion carried.

vi. #6 – Installation of radius lentil over the west entry revised down to $5,056. Dobyns reported that RJC will eat the reduction because they made a mistake by not including the cost of the stone in the bid, which doesn't show on the drawings to indicate the stone goes there by the main entry of the building. Messer moved to approve the installation of the radius lintel for $5,056 with reason of omission by architect. 2nd by Hopkins. Motion carried.

4. Approval of LRP Bills – Gronewold asked if we'll be over on rent for Watt if we go through May. McKinley reported yes, it will be about $15,000 more and will confirm we are able to rent through May. Motion to pay $619,498.88 by

Hopkins. 2nd by Messer. McMinley explained the ADT security bill, which was being researched for a few months to ensure it was not duplicate billing. It turns out to be valid fees for the Treasurer's office panic buttons system installation and servicing fees. Motion carried.

5. Public Comment - none

6. New Business - none

7. Next Meeting Date – February 2, 2010 election day.

8. Adjournment – by Chairman Stahl at roughly noon.

Respectfully submitted,
Meggon McKinley, Ogle County Administrator

Kim Stahl – Chairman

Sheriff's Department Training Room
103 Jefferson St in Oregon, Illinois
Public Entrance – gated entrance off Jefferson Street – use East door of building

Long Range Expenses

	2010 Annual Budget	YTD Through 12/31/09	% Spent	Multi-Year Project Budget	LTD Expense	LTD % Spent
Courthouse Budget	6,689,557.00	598,497.91	8.9%	$ 7,500,000.00	$ 2,981,010.17	39.7%
Salaries- Committee Meetings & Mileage	7,000.00	350.00	5.0%			
Travel	1,000.00	2.48	0.2%			
Total Meeting Expense	*8,000.00*	*352.48*	*4.4%*			
CAD/ Records Management System	119,234.00		0.0%	625,000.00	491,766.00	78.7%
Oregon Police Dept CIS Access	22,500.00		0.0%			
NITT Commission	175,000.00		0.0%			
County Network Upgrade	75,000.00		0.0%			
Global Enterprise Technology						
Dynamic Horizons						
Dixon Ottawa						
Total - Network Upgrade	*75,000.00*	*-*	*0.0%*			
Jail - Code Improvements	250,000.00		0.0%			
Stillman Bank- Bond Servicing						
Transfer to Bond Fund	1,151,200.00		0.0%			
YTD Total Ependitures	**8,490,491.00**	**598,850.39**	**7.1%**			

Row #	Ogle County Courthouse Renovation (Approved Max Budget $7.5 mm)	Estimated Project Budget	Approved Multi-Year Project Budget	LTD Expenses	LTD % Spent
(A)	***Architect Fees - Holabird & Root***				
A1	Professional Services (8.5% of const cost+furniture+stencil rest)	502,774.00	526,731.66		
A2	- Schematic design (15%)		79,009.75	74,500.38	94.3%
A3	- Design Development (20%)		105,346.33	99,333.84	94.3%
A4	- Construction Documents (40%)		210,692.66	198,667.68	94.3%
A5	- Bidding (5%)		26,336.58	24,833.46	94.3%
A6	- Construction Administration (20%)		105,346.33	26,214.34	24.9%
A7	Programming (14970.1A)	40,000.00	40,000.00	39,140.75	97.9%
A8	Clerk Office (14970.1B)		3,810.00	3,810.00	100.0%
A9	Reimburseable Consultant (Historic Surfaces)	5,000.00	5,000.00	5,000.00	100.0%
A10	Memorial Hall Floor Plan Redesign	8,000.00	8,000.00	0.00	0.0%
A11	Expenses (25000 limit set 9/09)	50,000.00	25,000.00	18,692.91	74.8%
A12	Additional Time Delay Fee (approved 9/09)		14,891.82	0.00	0.0%
A13	***Sub Total - Holabird & Root***	***605,774.00***	***623,433.48***	***490,193.36***	***78.6%***
(B)	***Construction Fees- Ringland Johnson***				
B1	Base Bid	5,187,000.00	5,187,000.00		
B2	Performance Bond	34,442.00	34,442.00		
B3	Builders Risk Insurance	7,500.00	7,500.00		
B4	- Payment #1			127,842.00	
B5	- Payment #2			390,454.00	
B6	- Payment #3			292,148.00	
B7	- Payment #4			693,144.00	
B8	- Payment #5 (less $14,022.41 plumbing dispute)			574,831.00	
B9	Alternate #1 (re-do parking lot, landscaping)	142,000.00	0.00		
B10	Alternate #2 (replace east curved sidewalk)	12,625.00	12,625.00		
B11	Alternate #3 (ramp, canopy, snow melt)	91,400.00	91,400.00		0.0%
B12	Alternate #4 (deleted before bids)	0.00	0.00		
B13	Alternate #5 (emergency power generator)	31,000.00	19,908.00		0.0%
B14	Construction Contingency	406,818.00	406,818.00		0.0%
	Change Orders - September 2009				
B15	- RJC #2-Use 5/8" concr brd under tile in restrooms		4,531.00		0.0%
B16	- RJC #3-Install 1/4" APA underlay under flooring		5,596.00		0.0%
B17	- RJC #5a-long span lintels south side of bldg flrs 1 & 2		7,683.00		0.0%
B18	- RJC #5b-Eliminate lintels		($2,162)		0.0%
B19	- RJC #5d-Revise bearing condtn 2nd floor file storage		($437)		0.0%
B20	- RJC #5g-Fill in boiler pit, raise concrete slab		8,544.00		0.0%
B21	- RJC #5h-New slabs in basement		2,222.00		0.0%
B22	- RJC #5j-Remove fl 2 clay tile partition, drywall		6,683.00		0.0%
B23	- RJC #6-radius lintel over 5th street entrance		5,056.00		0.0%
B24	- RJC #7-Window changes deduct std colors vs custom		($17,320)		0.0%
B25	- RJC #8a-Basemt demo, framing, drywall (T&M)		44,997.00		0.0%
B26	- RJC #8d-2nd floor demo & drywall repair SE corner		9,492.00		0.0%
B27	- RJC #8e-Exterior wall demo,repair 308, 309A and B		4,974.00		0.0%
B28	- RJC #8f-Demo,plaster repair for wall grills 321 and 317		1,134.00		0.0%
B29	- RJC #8g-Demo in attic not shown on drawings		6,304.00		0.0%
B30	- RJC #10-Patch, plaster repair from unforseen (T&M)		48,109.00		0.0%
	Change Orders - October 2009				
B31	- RJC#1B-std water fntain chrome with water cooler		($4,500)		0.0%
B32	- RJC#3-Elevate basemnt wind, add 6" stone sill, frame		17672.00		0.0%
B33	- RJC#4-Patch hard wood flooring under drinking fountains		2350.00		0.0%
	Change Orders - November 2009				
B34	- RJC #17-cupola lighting up to code		4299.00		
B35	-RJC#18- Leveling of 2nd floor restrooms T&M not to exceed:		6834.00		
B36	- RJC#19 - Structural steel reinforce for air handler; T&M		17936.00		
	Change Orders - December 2009				
B37	- RJC #21-revsed electric & wire mold casing		5700.00		
B38	- RJC#25-narrow door to original opening		972.00		
B39	- RJC #33 - relocate attic dry sprinkler valve		3286.00		
B40	*Sub total - Change Orders Against Contingency*		*189,955.00*		46.7%
B41	***Sub total - Ringland Johnson***	***5,912,785.00***	***5,759,693.00***	***$ 2,078,419.00***	**36.1%**

Row #	Ogle County Courthouse Renovation (Approved Max Budget $7.5 mm)	Estimated Project Budget	Approved Multi-Year Project Budget	LTD Expenses	LTD % Spent
(C)	***Budgeted Allowance - Services***				
C1	Com Ed Utility Charge - Com Ed		17,000.00	12,190.78	71.7%
C2	Moveable Furniture		337,200.00	0.00	0.0%
C3	Aries Consulting		5,000.00	4,875.00	97.5%
C4	Site Survey - Willet Hoffman - Boundry & Topo Survey		5,000.00	5,000.00	100.0%
C5	Tree Removal -Grover's Nursery		2,000.00	1,790.00	89.5%
C6	Geothermal Test - Verzieg Consulting		15,000.00	15,000.00	100.0%
C7	Hazard Materials Assess & Abate - AR Remediation		30,000.00	57,512.00	191.7%
C8	Hazard Materials Assess & Abate - Holian Asbestos		5,000.00	9,895.00	197.9%
C9	A/V Equipment		10,000.00		0.0%
C10	Security Equipment		10,000.00		
C11	- ADT Security Watt Building			1,062.55	10.6%
C12	Telephone/Data Systems		25,000.00		
C13	- Verizon Phones Watt Building			19,879.38	79.5%
C14	Departmental Signage		5,000.00		0.0%
C15	Moving Costs		25,000.00		0.0%
C16	- Universal Relocation			12,409.00	49.6%
C17	Temporary Rent - Old Limestone		75,000.00	63,000.00	84.0%
C18	Watts Building Improvements		70,000.00		128.0%
C19	- Clerk's Shelving = Watt Building			6,444.26	
C20	- Fischer's - Assessor's Desk			269.99	
C21	- Mileage - Merchandise Mart			159.70	
C22	- Federal Express			55.17	
C23	- Area Tree Service - Watt Building			1,250.00	
C24	- Keys - Watt Building			156.04	
C25	- Dynamic Horizons -Watt Network Redundancy			14,015.12	
C26	- Global Enterprise Technology- Watt Network Redundancy			66,723.64	
C27	- Dynamic Horizons Watt Network Redundancy Fix			1,459.50	
C28	- Global Enterprise Technology - Watt Network Redund Fix			195.00	
C29	- Dixon Ottawa Communications - T1 Wiring Watt Redund Fix			1,911.20	
C30	- Wes's Tree Service- Watt			500.00	
C31	Cabling clean up & re-routing			4,952.04	
C32	***Total Budgeted Allowances - Services***		***636,200.00***	***300,705.37***	***47.3%***
(D)	***Owner's Services Contingency***		75,000.00		
D1	- Owner demo prior to abatement work - Marv Miller			21,250.00	
D2	- Courthouse Demo - Disposal Service for internal demo			1,375.32	
D3	- Lead abatement #2 - Luse			16,000.00	
D4	- Drilling holes in concrete walls to rewire phone lines			750.00	
D5	- MDES Engineering Study to reconfigure storm sewer			3,500.00	
D5	- New Water Meter for increased capacity			1,867.10	
D4	***Total Owner's Services Contingency***		***75,000.00***	***44,742.42***	***59.7%***
(E)	***Historic Renovation Project Allowances***				
E1	Boardroom Stenciling Restoration (& conference room)		145,000.00	17,328.00	11.95%
E2	Boardroom Plaster Restoration		35,000.00		0.00%
E3	Boardroom Stencil Mock Up		14,000.00	14,000.00	100.00%
E4	Memorial Hall Mural Restoration Testing		3,000.00	2,950.00	98.33%
E5	Memorial Hall Mural & Wall Restoration (conference room)		21,000.00	21,000.00	100.00%
E6	Memorial Hall Construction Cost		12,000.00		0.00%
E7	***Total Historic Renovation Project Allowances***		***230,000.00***	***55,278.00***	24.03%
(F)	***Unbudgeted***				
F1	- EVS Construction Lawsuit Settlement		50,000.00	50,000.00	
F2	***Total Unbudgeted***		***50,000.00***	***50,000.00***	***100.0%***
(G)	**Courthouse Renovation Budget Summary**				
G1	Architect Fees - Holabird & Root		623,433.48	490,193.36	78.6%
G2	Construction Fees- Ringland Johnson		5,759,693.00	2,078,419.00	36.1%
G3	Budgeted Allowance - Services		636,200.00	300,705.37	47.3%
G4	Owner's Services Contingency		75,000.00	44,742.42	59.7%
G5	Historic Renovation Project Allowances		230,000.00	55,278.00	24.0%
G6	Unbudgeted		50,000.00	50,000.00	100.0%
G7	***Total Courthouse Budget & Expense***	***7,500,000.00***	***7,374,326.48***	***3,019,338.15***	***40.9%***