Ogle County Long Range Planning- Courthouse Renovation Committee Meeting

Tentative Minutes

March 3, 2009

First Floor Meeting Room, Courthouse

1. Chairman Stahl calls the meeting to order at 9:00 am
Members Present: Chm. Stahl, Hopkins, Gronewold, Rice, Nye
Others Present: Jeanne Scholl, Sheriff Beitel, John Coffman, Carol Erickson, Jim Barnes, Larry Callant, Jim Harrison, Becky Huntley , Sheryl Hopkins, Bonnie Hendrickson, Curtis Cook

2. A motion is made to approve the minutes of Feb. 10, 2009, by Hopkins, Second by Rice. Motion carried.

3. Courthouse Renovation Project

- Review time line-Nothing to be reported

- Moving Specs-
  Bid specs were put together by Allied Moving. At 10:00, today, interested moving companies will tour the courthouse and the Watt building. The Sheriff reported 14 specs were sent out.

- Inventory of Courthouse Antiques-
  Bonnie Hendrickson reports that the committee is finished. All objects are cataloged, numbered and have a picture. Rice has asked them to investigate the cost of refurbishing cannons and Memorial on North side of the courthouse with the possibility of moving it to the west side near the flag pole. It is mentioned that a fellow from Polo might be interested in sandblasting cannons. Ashton Paint Service , as well. Will get two bids. Bonnie may make scrap books of pictures we are not reusing on the walls. The committee is looking for a list of who donated the antique clocks.

- Communications from Oregon to Mt. Morris-
  Sheriff reports that if we go with the Verizon solution, we will have nothing in the end. The current micro-wave system has currently gone down. He proposes we install fiber u to Liberty Hill, wireless from Liberty Hill to Mt. Morris. Exec. Com. Has requested the county put fiber out for bid. (Bid attached) Motorola, $40,000-45,000, if RMU does the work the will do for nothing if they are able to leave their transmitter on the tower at no cost. The Judicial Center to radio tower on Liberty Hill, the cost will be approx. $125,758.50. March 10 @ 10:00 am, bids are due at Highway Dept. And will then be opened.

- Geo-thermal-
  No update presently but will be at the March 10 meeting.

- Office Layout-
  Andrea will have update at March 10 meeting.

- Paint Specialist-
  Vovos will contact paint specialist about staying within the budget. Vovos will have an update at next meeting.

- Vovos has inquired if we desire an observer to be onsite everyday for the renovation. Holabird's contract states they will visit every 2 weeks for 1 year. We need more info.

- Payment of LRP Bills

Holabird and Root-	18,717
CIS	81,666
Stillman Banc	125
Stillman Banc	125
Total	100,633

  The Sheriff addresses the CIS bill for $81,666. This is the last payment, but still has outstanding balance. Sheriff is looking into.

  Rice moves we pay $100,633.00 in LRP bills. Nye seconds. Motion carries.

- Lead Paint Abatement-
  1 company bid on asbestos removal. They viewed the courthouse with Vovos, McBride and Sheriff Beitel. The walls to be demolished had not been looked at previously. This company will look at today. Should have a bid by next meeting.

- Recorders Office Racks-
  Rice mentions there will be temporary racks purchased for the Recorders office books for use at the Watt Building. They will then be reused at the courthouse after the remodeling.

4. New Business-None.

5. Public Comment- None

6. Next meeting Date:

   March 10, 2009 at **10:00 AM** at the Courthouse, First Floor

7. There being no further business, the meeting is adjourned. 10:00.

Respectfully submitted,
Rebecca Huntley

Ogle County Long Range Planning- Courthouse Renovation Committee Meeting
Tentative Minutes

March 10, 2009

First Floor Meeting Room, Courthouse

1. Chairman Stahl calls the meeting to order at 9:00 a.m.
Members Present: Chm. Stahl, Gronewold, Rice, Nye
Members Absent: Hopkins, Messer, Gouker
Others Present: Jeanne Scholl, Sheriff Beitel, John Coffman, Larry Callant, Jim Harrison, Becky Huntley, Bonnie Hendrickson, Lou Finch, Dave Beguin, Andrea Caputo, Dennis Vovos

2. A motion is made to approve the minutes of March 3, 2009, by Gronewold, Second by Rice. Motion carried.

3. Courthouse Renovation Project

- Review time line #1 (attached)
  Vovos reports that bids will be in hand and make recommendations at the May 19, 2009, County Board Meeting.
  April 7- Everything out for bid.
  April 14- Pre-bid conference at courthouse for people interested in bidding with time for questions.
  April 21- last time for questions. Addendum is then sent out to all interested bidders.
  May 5- all bids are due to the Sheriff's office.
  May 5-18-Holabird will review bids and make sure that are within our requirements.
  June 1-Begin construction

  Review time line #2 (attached)
  Signing of lease cannot be accomplished before we OK bids, then time line #2 will be used. Rice would like to go back to the County Board and ask for permission to go ahead with lease before bids are OK'd . Rice would like input on this relief requested. If not granted, the project is pushed back. Mr. Brill will come to Exec. Com. to discuss this. He is disappointed we are still wavering. He has lost 2 possible buyers because of the commitment to Ogle County. Presentation on May 19 to County Board for approval. Then, the execution of the lease, then the building is vacated, then the lead abatement, then construction begins. The furniture prices will increase because it will be bid in the first quarter. Rice asks for input. Nye would like to go with time line # 1, but can't imagine County Board reaction. Nye says people make decisions with emotions instead of what makes sense. Gronewold wants to concentrate bid process. Vovos says we can't. Rich agrees with Maggie that this won't have a chance. Vovos comments that market conditions are very favorable to owner right now. Bids are coming in lower that what owner expects. Market signs are favorable to owners. Rice moves to recommend to County Board time line #1 with signing of Watt lease on April 1, 2009, and bids to be approved at the May 19, 2009, Ogle County Board Meeting. Nye seconds. Motion carried. Finch mentions that time line #1 works the best for County business.

- Bids for Moving-
  Sheriff reports specs sent to 14 movers. 8 attended required viewing.
  Rice opens bids at meeting:

1. All About Moving
30,320-To Watt
27,420-To Courthouse
57,740 Total

2. Springfield Van and Storage
15,480-To Watt
16,718-To Courthouse
32,198 Total

3.Omaha Moving and Storage
23,582
34,047
57,629 Total

4. Blue Van and Storage (Allied)
15,632
22,495
38,127 Total

5. Universal Relocation Systems
12,409
9,075
21,484 Total

6. Blackhawk Moving and Storage
25,157
27,137
52,294 Total

7. Shipperts Moving and Storage
19,860
19,860
39,720 Total

8. Ogilby Transfer
22,965
31,085
54,050 Total
9. Middleton Movers
They were not at required mandatory tour of courthouse. Determined #9 does not count. Did not meet the bid process.
They are to have bid prevailing wages. Subject to reviewing insides of contracts and understanding

of jobs to be done. Rice will explore bids with Gronewold.
The County's insurance has $50,000 in coverage for property in transfer. Liability for Watt building is covered.
Nye moves for Rice and Gronewold to research lowest bidder and recommendation to Executive Committee. Stahl seconds. Motion carried.

- Inventory of Courthouse Antiques
  Bonnie Hendrickson reports everything is marked. Friday they will be scanning and putting pictures that will not be reused into a scrap book. Bonnie has been researching the refinishing of the cannons on the east lawn. She will report back with bids for work. Rich Day of the Oregon VFW contacted Chm. Rice about moving the Memorial on the North side of the lawn
  to the flag pole area on the east.

- Final Office Lay-out
  Recs. From Dept. Heads today.

- Paint Specialist Update
  He has uncovered a secondary stencil. He has asked for his budget to increase from $5,000 to 7,500. The committee is not willing to go ahead with this increase. However, Holabird and Root will cover the $2,500 difference, as they feel this information is critical to the success of the County Board room. We are still, of course, waiting for his final report. This will be included in the painting bid documents.

- Geo-Thermal Update
  Prelim. report of second drill. Design of geo-thermal is moving forward. Should have a final report in a week or two. The drill was favorable and the project is looking good.

- Bids for the Placement of Fiber Optics from Liberty Hill to Mt. Morris
  Low bid- All Purpose Erectors for $47,833.60

- Field Observer
  The contract allows for 25 visits from HR during construction. Kim, Rich and Ed will be available and this is thought to be enough oversight. It is deemed the Field Observer is not necessary.

- Recorder's Temporary Shelving
  This shelving will be utilized in basement storage after renovation. The cost is approx. $7,000. County Maintenance to install. Caputo is looking into whether they arrive assembled.

- Recorder Land Doc. System
  Huntley will get an estimate from Dynamic Horizons to move the Land Doc. System to the Watt building.

- Lead Paint Abatement
  Connecting walls that touch walls with lead paint will need a lead paint specialist for demolition. Report to the Building and Grounds Committee for the lead paint re mediation and asbestos abatement.

4. New Business

Rich Gronewold requests that when the bids are presented to the full County Board in May, that a full accounting be made of all expenditures and total cost of the completed project. New Administrator will present this to the Board.

Nathan Schwartz,. Ogle County Highway Dept., answer questions from the committee regarding the cost of fiber optic installation for communications. It was agreed that the Highway Dept. should revise the Resolution to include all of the costs. The revised Resolution will be presented to the Executive Committee.

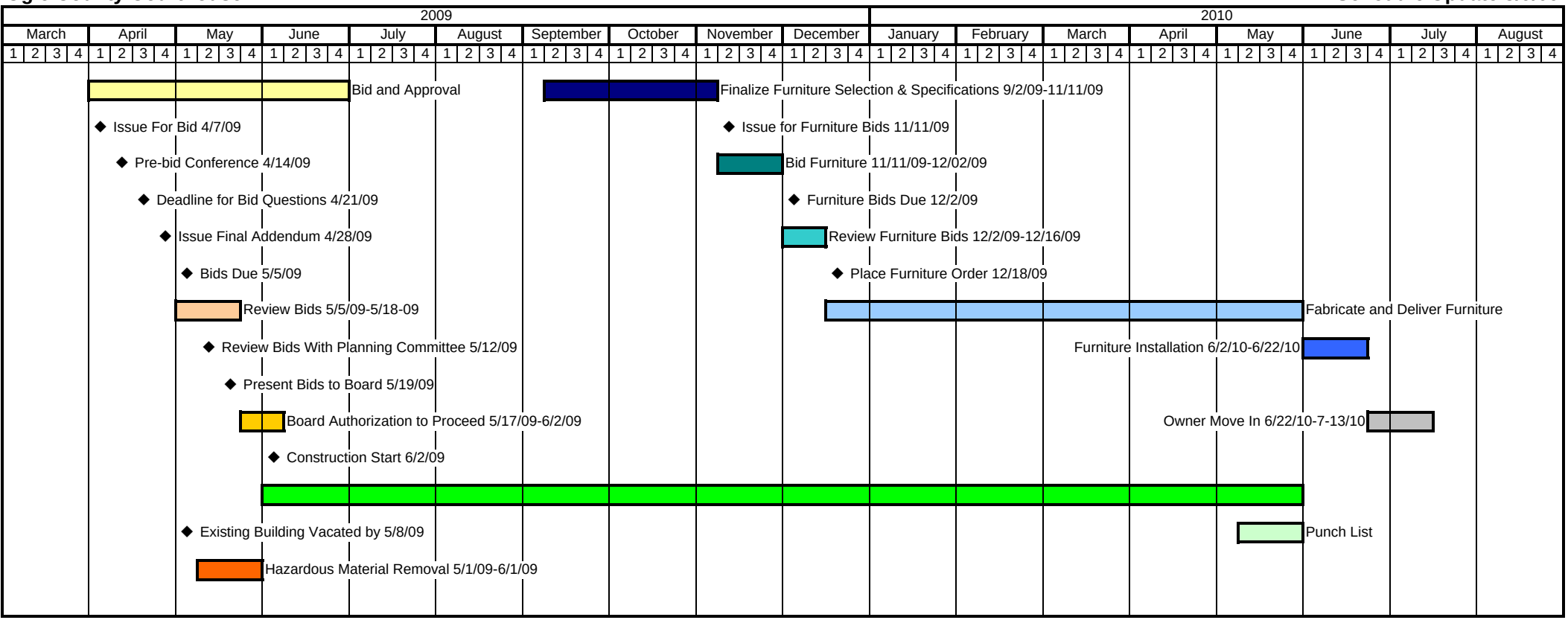
5. Public Comment-None.

6. Next Meeting Date is April 14, 2009 at 9:00 A.M. at the Courthouse.

7. Their being no further business, the meeting is adjourned at 12:03.

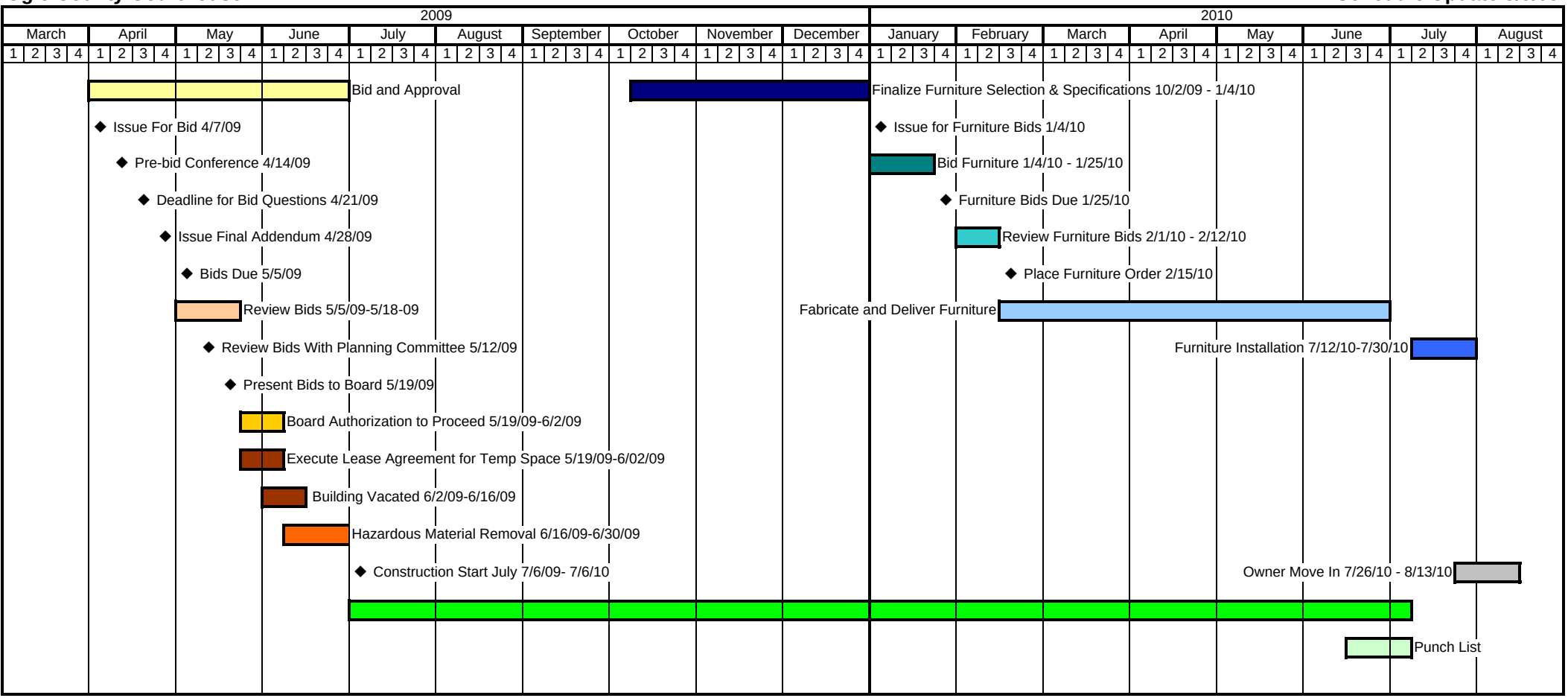
Respectfully submitted,
Rebecca Huntley

Ogle County Courthouse **Schedule Update 3/9/09**



Timeline I- Establish Lease Agreement Prior to Bid Approval

Ogle County Courthouse **Schedule Update 3/9/09**



Alternate Timeline II- Establish Lease Agreement After Bid Approval