Ogle County
Long Range Planning – Courthouse Renovation Committee Meeting
Tentative Minutes
November 3, 2009

1. Call to Order by Chairman Stahl at 10:35: Members present: Stahl, Rice, Nye, Messer. Members absent: Gouker, Gronewold, Hopkins. Also present: Bob DeArvil, Jim Barnes, Lynne Kilker, Ron Colson, Sheriff Beitel, Clint Myer, Meggon McKinley, John Coffman, Becky Huntley, Jim Dobyns, Tom Lassin, Mike Voos, Larry Callant, Ron McDermott, Sheryl Hopkins, Bonnie Hendricks, members of public.

2. Approval of Minutes: Motion to approve October 6, 2009 by Nye 2nd Messer by . Motion Carried.

3. Courthouse Renovation Project – Update & Possible Action:

    a. Project Update- McKinley reported that Tony Kartsonas continues progress on the stencil mock up, which should be ready early December. He submitted an updated price quote, which falls within the approved budget. McKinley also reported that plans for the glass walled conference room are in motion for the 3rd floor conference room since the mural will not be restored in the hallway as originally planned. She reported the conference room will have the original ceiling restored and include one stretch of original names on the wall, with the remaining names being replicated. The intent is make the room accessible and welcoming to the public to view historic artifacts to be displayed on technology, with the flat screen also to be available for use during meetings in the room. McKinley noted that while all were disappointed about the mural not being restored, Tony Kartsonas, the county's paint historian and the committee believes this may actually be a more impactful solution in the end, noting that it was not the mural itself that was so impacting, rather, the fact that original work was found with potential to be restored and show cased. This is being accomplished to a greater degree by exposing and restoring the conference room ceiling and section of names on the walls. She also noted that Tony Kartsonas did lift the paint to reveal the hallway cannon mural for no charge, but that it will be covered behind the electrical closet. She noted the additional problem with the mural location was that it is up at the top of the ceiling, above the line of the planned dropped ceiling throughout the courthouse. She invited the historic society members to tour the courthouse and see the work. McKinley then reported that the furniture timeline is on schedule, with the rfp set to go out in November, bids to be opened in December, and 2009 pricing secured. McKinley then asked the committee what the display case on the second floor landing is for, and whether it needs to be kept. The committee responded this is a display case that lights up containing all the veterans names on it, and that it must be kept as is. Ringland Johnson representatives were present and indicated they will ensure the case stays.
    b. Additional Scope Items- McKinley reported that she has begun talking with RJC and Holabird & Root to negotiate the additional change order fees. She also reported that one of the change orders approved for roughly $40,000 at time and materials will come in about half the estimated cost. McKinley and Jim Dobyns reviewed the change orders

prepared for the committee's approval, some of which had been reviewed at the prior month's owner-architect-contractor meeting (OAC).

i. Cupola lighting – Dobyns reported the expense comes from installing new lighting, switches, and upgrading the wiring to conduit to bring the cupola lighting up to code on all 3 levels. Motion by Rice to approve the cupola lighting change order in the amount of $4,299 with the reason of omission by architect. 2nd by Nye. Motion carried.

ii. Leveling of second floor restrooms. Motion by Messer to approve the second floor restroom change order in the amount not to exceed $6,834, to be completed on a time & materials basis, with the reason of unforeseen condition. 2nd by Nye. Motion carried.

iii. Structural steel to support attic air handler unit – Dobyns reported that the deflection in the floor is much greater than anticipated, and that they discovered the attic floor isn't actually a floor, it's a ceiling that is not designed for weight. It's just a walk way walk way to get to the elevator and not storage. He clarified it will not hold the air handler and must be reinforced, to which H&R agrees. He noted the cost of steel is high because of the difficulty in working in that attic space. Motion by Rice to approve the structural steel attic support in the amount not to exceed $17,936, to be completed on a time & materials basis, with the reason of unforeseen condition. 2nd by Messer. Motion carried.

iv. Heat pump #31 in lieu of horizontal type: This change order will be deleted and not charged to Ogle County.

v. Revise electrical wire mold without color samples - H&R and RJC indicate they are still reviewing this change order because there are several issues that H&R were not aware of. They noted the pump is onsite already and not returnable. This was originally a change to the case work that allows a plug in to counter tops. There were wire molds (metal boxes) on top of the case work. This change order was an attempt to clean it up and put it inside the cabinet, and they would need to purchase the color samples to choose from for a more aesthetic look, although they just want the color and not the color sample. Because there are still unanswered questions between RJC & H&R on this, the committee agreed to wait another month on making any decisions on this item. This covers all three floors.

c. Elevator-McKinley reported that the elevator inspector will arrive tomorrow, and couldn't come prior to the LRP meeting. Dobyns believes any necessary elevator changes can be brought to the LRP committee in December without losing time. He does not expect significant elevator changes required, but if they are indeed significant, he will escalate to McKinley, who will ask for a special LRP meeting if necessary. Dobyns reported that the courthouse elevator is grandfathered in until you remodel, and then it must be brought up to code, and new rules apply. Rice reminded the committee that in 2007, there were $140,000 worth of upgrades recommended to get it up to code, which was not done.

d. Storm Sewer Update – Ed Rice noted that Dennis Williams looked at the plans and is trying to keep the storm sewers out of the ground and into the downspouts on east and west side of building. He has a few ideas that Ed wants to talk with RJC and H&R today. He noted that the negative of this solution is that it will require boxing in the downspouts inside the board room. Dobyns noted that the second bid he received was

for half of the first bid price. The committee indicated they are not ready to vote on this issue yet.

e. Anticipated Change Orders – Dobyns reported a number of other small change orders that he and H&R are reviewing for future meetings and discussion.
    i. $310 credit from not needing to install an acoustic ceiling in the restroom.
    ii. Fire alarm wiring - drawings don't show electrical going to fire alarm system bells through the 3' thick walls. Current estimates are $3,300 to wire 2 fire alarm bells. RJC and H&R will review this.
    iii. Air compressor in attic- no circuit or power shown to it. Estimated $2,213 to get power to it. RJC and H&R will review this.
    iv. Revise door 22A, 2nd floor. The drawings show plans to enlarge that door, but when RJC tore into it, they found it is not structurally possible. H&R says to narrow the opening with more narrow doors and patch the walls back together. Current estimate is $972. RJC & H&R will review this.
    v. Reduce height of wall in 107- make it half height, which Huntley says were always requested by her group to be half height. She spoke to Andrea about this recently, noting her original request. McKinley asked about timing of the original request, and Huntley confirmed this took place before McKinley started in her position. McKinley asked H&R's Tom Lassin to get with Andrea Caputo and confirm why this was missed, stating we do not want a fee since we did request is originally. Tom will report back on what he finds.
    vi. Jim Dobyns reported there is plenty slope on the parking lot for drainage, per a previous OAC meeting question that arose.

4. Approval of Bills- Motion by Ed to approve bills in the amount of $735,959.73 pending confirmation that Ringland Johnson work has been done as presented in the pencil drawing for payment #4. 2nd by Messer. Motion carried. Nye asks why H&R is charging for rental cars. Lassin reports they can rent cars for less than the mileage reimbursement rate of $.55 per mile all the way from Chicago to Oregon. McKinley recapped the LRP budget spreadsheet, and also committed to the committee that there would be no new bills added to the approved LRP bills list between now and the board meeting.

5. New Business – none

6. Public Comment – Barnes asks if we advertised or put the storm water project out to bid. Dobyns reports he will include all interested vendors. Barnes would like to give Dobyns a name for consideration, which he will do as follow up. Huntley commented that she likes the new meeting structure, including RJC and H&R to get more details about the issues and to be able to hear about change orders or issues a month or so before the committee has to vote on them. Rice then asked Bonnie Hendricks and Sheryl Hopkins if their group would be willing to work on helping to assemble the right historical information to go on the DVD for display in the 3rd floor conference room. They agreed. Hendricks then asked what will happen with all the items in storage that were moved when the courthouse renovation begin. Rice indicated we could donate some things to seniors and others in need. DeArvil suggested an auction. Rice then asked when the church pew refinishing will take place, and McKinley will find out from Andrea Caputo of H&R. A member of the public asked what the process is for coordinating the project with RJC. McKinley responded that she is the point person and meets and talks weekly with RJC to coordinate all aspects of the project.

7. Next Meeting- December 1 , 10:30.

8. Adjournment –Chairman Stahl adjourned the meeting. 11:30.

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

	2009 Annual Budget	YTD Through 10/31/09	% Spent		Multi-Year Project Budget	LTD Expense	LTD % Spent
Courthouse Budget	6,566,344.00	1,467,090.58	22.3%		$ 7,500,000.00	$ 1,646,552.53	22.0%
Salaries- Committee Meetings & Mileage	7,500.00	5,200.00	69.3%				
Travel	2,500.00	1,026.35	41.1%				
Total Meeting Expense	*10,000.00*	*6,226.35*	*62.3%*				
CAD/ Records Management System	81,666.00	95,666.00	117.1%		625,000.00	491,766.00	78.7%
NITT Commission	175,000.00		0.0%				
County Network Upgrade	40,250.00						
Global Enterprise Technology		28,680.56					
Dynamic Horizons		6,000.00					
Dixon Ottawa		2,215.80					
Total - Network Upgrade	*40,250.00*	*36,896.36*	*91.7%*				
Pines Road - Garage Cold Storage	30,000.00		0.0%				
Sheriff's Office/ Jail Assessment	45,000.00		0.0%				
Judicial Center Shelving	91,400.00	91,398.94	100.0%				
Judicial Center Man Lift	15,000.00	11,693.86	78.0%				
Stillman Bank- Bond Servicing		500.00					
Ogle County Collector - EOC Land		55.42					
Blackhawk Hills		2,000.00					
Focus House - Roof Repairs		2,800.00					
Sterling Commercial Roofing - Jail		3,850.00					
Martin & Co - Post Holes		944.00					
Fiber Poject							
TC Communications		7,980.08					
Custom Underground		5,500.00					
All Purpose Erectorts		40,034.00					
Transfer to Bond Fund	1,151,200.00		0.0%				
YTD Total Ependitures	**8,205,860.00**	**1,772,635.59**	**21.6%**				

11/13/2009

Ogle County Courthouse Long Range Expenses as of 10/31/09

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	13,107.26	12.4%
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	10,334.65	41.3%
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***	***468,728.02***	***75.2%***
(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	Alternate #1 (re-do parking lot, landscaping)	142,000.00	0.00		
B8	Alternate #2 (replace east curved sidewalk)	12,625.00	12,625.00		
B9	Alternate #3 (ramp, canopy, snow melt)	91,400.00	91,400.00		0.0%
B10	Alternate #4 (deleted before bids)	0.00	0.00		
B11	Alternate #5 (emergency power generator)	31,000.00	19,908.00		0.0%
B12	Construction Contingency	406,818.00	406,818.00		0.0%
	Change Orders - September 2009				
B13	- RJC #2-Use 5/8" concr brd under tile in restrooms		4,531.00		0.0%
B14	- RJC #3-Install 1/4" APA underlay under flooring		5,596.00		0.0%
B15	- RJC #5a-long span lintels south side of bldg flrs 1 & 2		7,683.00		0.0%
B16	- RJC #5b-Eliminate lintels		($2,162)		0.0%
B17	- RJC #5d-Revise bearing condtn 2nd floor file storage		($437)		0.0%
B18	- RJC #5g-Fill in boiler pit, raise concrete slab		8,544.00		0.0%
B19	- RJC #5h-New slabs in basement		2,222.00		0.0%
B20	- RJC #5j-Remove fl 2 clay tile partition, drywall		6,683.00		0.0%
B21	- RJC #6-radius lintel over 5th street entrance		5,056.00		0.0%
B22	- RJC #7-Window changes deduct std colors vs custom		($17,320)		0.0%
B23	- RJC #8a-Basemt demo, framing, drywall (T&M)		44,997.00		0.0%
B24	- RJC #8d-2nd floor demo & drywall repair SE corner		9,492.00		0.0%
B25	- RJC #8e-Exterior wall demo,repair 308, 309A and B		4,974.00		0.0%
B26	- RJC #8f-Demo,plaster repair for wall grills 321 and 317		1,134.00		0.0%
B27	- RJC #8g-Demo in attic not shown on drawings		6,304.00		0.0%
B28	- RJC #10-Patch, plaster repair from unforseen (T&M)		48,109.00		0.0%
	Change Orders - October 2009				
B29	- RJC#1B-std water fntain chrome with water cooler		($4,500)		0.0%
B30	- RJC#3-Elevate basemnt wind, add 6" stone sill, frame		$17,672		0.0%
B31	- RJC#4-Patch hard wood flooring under drinking fountains		$2,350		0.0%
B32	*Sub total - Change Orders Against Contingency*		*150,928.00*		0.0%
B33	***Sub total - Ringland Johnson***	***5,912,785.00***	***5,759,693.00***	***$ 810,444.00***	14.1%

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	51,400.00	68.5%
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***	***289,105.37***	***45.4%***
(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	***Total Owner's Services Contingency***		***75,000.00***	***22,625.32***	***30.2%***
(E)	***Historic Renovation Project Allowances***				
E1	Boardroom Stenciling Restoration		145,000.00		0.00%
E2	Boardroom Plastor Restoration		35,000.00		0.00%
E3	Boardroom Stencil Mock Up		14,000.00	5,650.00	40.36%
E4	Memorial Hall Mural Restoration Testing		3,000.00		0.00%
E5	Memorial Hall Mural & Wall Restoration		21,000.00		0.00%
E6	Memorial Hall Construction Cost		12,000.00		0.00%
E7	***Total Historic Renovation Project Allowances***		***230,000.00***	***5,650.00***	2.46%
(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	468,728.02	75.2%
G2	Construction Fees- Ringland Johnson		5,759,693.00	810,444.00	14.1%
G3	Budgeted Allowance - Services		636,200.00	289,105.37	45.4%
G4	Owner's Services Contingency		75,000.00	22,625.32	30.2%
G5	Historic Renovation Project Allowances		230,000.00	5,650.00	2.5%
G6	Unbudgeted		50,000.00	50,000.00	100.0%
G7	***Total Courthouse Budget & Expense***	***7,500,000.00***	***7,374,326.48***	***1,646,552.71***	***22.3%***