Ogle County
Long Range Planning – Courthouse Renovation Committee Meeting
Tentative Minutes
October 6, 2009

1. Call to Order by Chairman Stahl at 9:17. Members present: Stahl, Hopkins, Gronewold, Messer, Gouker, Rice. Members absent: Nye. Also present: Bob DeArvil, Lynne Kilker, Jim Barnes, Ron Colson, Sheriff Beitel, Chief Deputy Myers, Larry Callant, John Coffman, Becky Huntley, Meggon McKinley, Vinde Wells, members of the public.

2. Approval of Minutes: Motion to approve September 15 minutes by Rice, 2nd by Gronewold. Motion Carried.

3. Approval of Bills: Motion by Messer to approve bills in the amount of $337,35.41 pending confirmation that Ringland Johnson work has been done as presented in pencil drawing for payment #3. 2nd by Hopkins. Motion carried.

4. Courthouse Renovation Project – Update & Possible Action:

    a. Project Update- McKinley reported that the second round of lead abatement work has begun and that we are pleased with Luse Companies' recommended approach of abating loose paint and glue strips left after demolition. Ringland Johson will move forward with applying a new finish coat of plaster on all walls and just patch the ceilings. This eliminates the need for the more expensive route of applying metal lathe and re-plastering. McKinley also noted there is an approved $35,000 allowance in the project to repair and plaster the Board room walls, which will help the project costs on this item. McKinley noted RJC is asking for a status on furniture to confirm where to put the electrical outlets and suggested using poles from floor to ceiling for the wiring and outlets so it doesn't matter where the furniture goes. The group consensus was to stick with the drawings and not use any poles that obstruct office space & aesthetics.
    b. Storm Sewer Update -Ed Rice reported that storm water collected on the courthouse roof has always run into the City of Oregon's sanitary sewer, and the Illinois EPA requires that we change the configuration so the storm water runs to the storm sewer. Rice met with Tom Stone, Mayor of Oregon, hoping to negotiate a fee to pay them for processing our 221,000 gallons of storm water per year, but the EPA mandates we move it to the storm sewer. Rice met with the city's engineering firm called in to assess the options, who estimate roughly $43,000 to construct the change. The initial thought is to reconfigure the downspouts to collect all water and run it by gravity to the south east corner lot of the building, which is the only corner low enough to feed it by gravity. Rice reports that the $43,000 estimate includes a 15% contingency and suggests putting this work out to bid. The engineering bill will be an estimated $3500. We will work with the City of Oregon to see if we could split the engineering bill for this work. Messer moved to proceed with the engineering drawings and bid process. Hopkins 2nd. Gouker noted concern that the city engineers may not have provided the best design and suggested other options, such as dumping the water into the geo thermal field. Messer noted that when the water is run to the ground, it comes back into the jail. Hopkins noted we need

to get the water away from the foundation of the buildings to rid us of water problems. Motion carried.

c. Landscaping Alternate – McKinley reported that the landscaping proposal from RJC came in at $106,000, which is lower than the original $142,000 alternate proposed in the original construction plans. Messer noted it's important not to build up ground around the jail so we don't break regulations about being underground. Rice noted the landscaping in the base bid includes raising the basement windows of the courthouse and putting in a sill so water doesn't run into the building. Gouker noted concern that the parking lot needs grading help, and when the original alternate was struck, the re-grading solution was struck too. McKinley will bring this up at the OAC meeting today to see if there are grading issues with the parking lot that need to be addressed. Gronewold noted the landscaping alternate details show about $26,000 for a dumpster enclosure, which is too much. Rice agrees this is not necessary. Stahl suggests putting the landscaping alternate on hold until next year to evaluate what is needed then. The committee agreed.

d. Generator Update – Sheriff Beitel provided details of the current generator proposal, noting that after the committee voted to delete the original generator alternate bid, he asked Mascal Electric to confirm whether or not we could hook up to the Judicial Center generator in an emergency situation. They found we cannot because it is not big enough to power two buildings (the distance between the buildings would cause a drop in the current) and it is not compatible with the courthouse configuration. He reported that the current electrical drawings for the courthouse include a very sophisticated, expensive electrical system called Bodine, which ensures emergency lighting comes up without any delay during an outage, allows us to turn off conference room lighting that otherwise is set to always stay on, and requires a very large, expensive bank of batteries that must be replaced every 5 years. Mascal Electric noted they (and county employees) would have to get special training to support it. The current generator proposal returned by RJC and Mascal eliminates the complicated wiring system, provides necessary power of building until the computers and servers can be properly shut down, provides emergency lighting within 10 seconds of the outage, sustains the security system and the phone system (core life safety functions). The net change order price is $19,908.00. Larry Callant asks if we know what eliminating the Bodine system will save us. McKinley will confirm this with RJC. Messer asked why we're looking at this solution when he thought the board asked us just to provide a solution for re-wiring and hooking up a temporary, rented generator if we need emergency power. McKinley noted that the re-wiring solution was more expensive than the original alternate we struck and so we continued looking for more affordable options. McKinley noted to keep the costs down, we need to focus on a solution for core life safety functions, and not view the generator solution as something needed to keep the whole building in operation during an extended outage. She recommends that if that happens, we temporarily relocate people, phones, and computers to a back up site, likely in the Judicial Center. Hopkins agreed this is a more reasonable solution. Gouker expressed concern the price came just under $20,000 which means it doesn't go to the full county board. McKinley noted the importance of moving the project forward according to the authority the board has given the LRP committee, which includes making decisions on anything less than $20,000. Discussion followed. Hopkins moved to approve the $19,908 generator solution. 2nd by Rice. Motion carried with one nay vote by Gouker.

e. Other Change Orders – McKinley reviewed the remaining change order requests:
   i. Exterior Basement Windows – Rice moved to approve $17,672.00 change order to elevate exterior basement windows to be above the exterior grade and add 6" stone sill, framing under the window, noting the reason of omission by both the contractor and the architect. 2nd by Messer. Gronewold expressed frustration with the architect and contractor for not including this in the original proposal. Motion carried with one nay vote by Gronewold.
   ii. Patch Hard Wood flooring – Hopkins moved to approve $2,350.00 to patch hardwood flooring that is rotten under the drinking fountains and where plywood has been inserted in the past under the carpet, noting the reason of unforeseen condition. 2nd by Rice. Motion carried.
   iii. Lighting in the Cupola – McKinley reported that because the electrical wiring in the cupola does not meet current code, RJC provided a few options. One is to make changes just to bring inside lighting up to code with a light and outlet on each level. The other option is to add soft lighting inside the cupola to provide a soft glow light when looking at it from the outside. Discussion followed with the committee agreeing they want the cupola to be primarily lit from the outside with inside lighting being enhanced just to meet code with a proposed change order amount of $4,299.00. McKinley will ask more questions in the OAC and bring it back to the committee for voting the next month.
   iv. Elevator – McKinley reports that RJC has found the elevator and several associated areas do not meet code. The proposed change order for this item is $19,931.00. Much discussion followed with the committee agreeing they need more information from RJC before moving forward on any elevator solutions.
   v. Board Room – McKinley confirmed that because the lead abatement company is able to do what's needed for just $16,000, we are able to stay with RJC's original proposal for $20,572 to apply skim coating to all the walls and just patch the ceiling (covered by the $35,000 plaster allowance budget in the project.)
   vi. Third Floor Conference Room – McKinley reported that Tony Kartsonas, H&R, and RJC have been working together to revise plans for the conference room, which will include a glass wall, high ceiling, and original names to be restored in a small section with the rest replicated on the remaining walls. Tony has lifted original stenciling from the ceiling, which he believes will be beautiful. He will have to recreate some of the ceiling stenciling where there has been water damage. Once further into the analysis, he will confirm pricing, but believes he can complete all of this within his original quote, particularly if the less complicated stencil is chosen in the board room.

5. New Business – Ed Rice reported that he has invited board members that haven't yet been in the courthouse to come walk through with him and Mike Brown today at 4:00. McKinley reported that she is working on tying out the courthouse budget and expense line items and will have that for the Executive Committee meeting and County Board meeting this month.

6. Public Comment - none

7. Next Meeting- The committee discussed needing to flip the order of the LRP meeting and OAC meeting (owner – architect – contractor) because it is confusing to go through the change order documentation without having Holabird & Root and Ringland Johnon reps present. The

committee agreed to move the meetings to 10:30 the first Tuesday of each month, asking both H&R and RJC to be present, and then holding the OAC meeting at noon. The next meeting will be 11/3 at 10:30.

8. Adjournment –Chairman Stahl adjourned the meeting.

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 9/30/09	% Spent		Multi-Year Project Budget	LTD Expense	LTD % Spent
Professional Services - Holabird & Root	502,774.00	286,672.76	57.0%				
Programming (14970.1A)						39,140.75	
Clerk Office (14970.1B)						3,810.00	
Schematic design					74,500.38	74,500.38	
Design Development					99,333.84	99,333.84	
Construction Documents					198,667.68	198,667.68	
Bidding					24,833.46	24,833.46	
Construction Administration					99,333.84	1,986.68	
Expenses					9,000.00	8,967.00	
Reimburseable Consultant (Historic Surfaces)						5,000.00	
Sub Total - Holabird & Root	*502,774.00*	*286,672.76*			*505,669.20*	*456,239.79*	
Aries Consulting		0.00				4,875.00	
Willet Hoffman - Boundry & Topo Survey		0.00				5,000.00	
Grover's Nursery		1,790.00				1,790.00	
Verzieg Consulting Geothermal Test		15,000.00				15,000.00	
AR Remediation - Lead Paint		57,512.00				57,512.00	
Holian Asbestos		9,895.00				9,895.00	
EVS Construction		50,000.00				50,000.00	
Com Ed		12,190.78				12,190.78	
Marv Miller		21,250.00				21,250.00	
ADT Security - Watt		1,062.55				1,062.55	
Clerk's Shelving = Watt Building		6,444.26				6,444.26	
Verizon - Phones Watt Building		19,879.38				19,879.38	
Fischer's - Assessor's Desk		269.99				269.99	
Area Tree Service - Watt Building		1,250.00				1,250.00	
Mileage - Merchandise Mart		159.70				159.70	
Universal Relocation		12,409.00				12,409.00	
Keys - Watt Building		156.04				156.04	
Federal Express		35.25				55.17	
Dynamic Horizons -Watt		14,015.12				14,015.12	
Global Enterprise Technology- Watt		66,723.64				66,723.64	
Wes's Tree Service		500.00				500.00	
Rent - Old Limestone		45,600.00				45,600.00	
Furniture					337,200.00		
Contingincies & Other Expenses					1,151,163.80		
Courthouse - Construction	6,063,570.00	518,296.00	8.5%		5,505,967.00	518,296.00	9.4%
Courthouse Budget	**6,566,344.00**	**1,141,111.47**	**17.4%**		**$ 7,500,000.00**	**$ 1,320,573.42**	**17.6%**

10/16/2009

Long Range Expenses

Other Items							
Salaries- Committee Meetings & Mileage	7,500.00	4,600.00	61.3%				
Travel	2,500.00	1,023.91	41.0%				
Total Meeting Expense	*10,000.00*	*5,623.91*	*56.2%*				
CAD/ Records Management System	81,666.00	81,666.00	100.0%		625,000.00	477,766.00	76.4%
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					
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**	**1,431,110.04**	**17.4%**				

Ogle County Courthouse Long Range Expenses as of 9/30/09

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	1,986.86	1.9%
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	8,967.00	35.9%
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***	***456,239.97***	***73.2%***
(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				
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		$2,350		0.0%
B32	*Sub total - Change Orders Against Contingency*		*150,928.00*		0.0%
B33	***Sub total - Ringland Johnson***	***5,912,785.00***	***5,759,693.00***	***$ 518,296.00***	9.0%

Ogle County Courthouse Long Range Expenses as of 9/30/09

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	45,600.00	60.8%
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	- Wes's Tree Service- Watt			500.00	
C28	**Total Budgeted Allowances - Services**		**636,200.00**	**274,787.63**	**43.2%**
(D)	***Owner's Services Contingency***		75,000.00		
D1	- Owner demo prior to abatement work - Marv Miller			21,250.00	28.33%
D2	- Lead abatement #2 - Luse		16,000.00		
D3	***Total Owner's Services Contingency***		***75,000.00***	***21,250.00***	
(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		0.00%
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***		0.00%
(F)	***Unbudgeted***				
F1	- EVS Construction Lawsuit Settlement		50,000.00	50,000.00	
F2	***Total Unbudgeted***		***50,000.00***	***50,000.00***	
(G)	**Courthouse Renovation Budget Summary**				
G1	Architect Fees - Holabird & Root		623,433.48	456,239.97	73.2%
G2	Construction Fees- Ringland Johnson		5,759,693.00	$ 518,296.00	9.0%
G3	Budgeted Allowance - Services		636,200.00	274,787.63	43.2%
G4	Owner's Services Contingency		75,000.00	21,250.00	28.3%
G5	Historic Renovation Project Allowances		230,000.00	0	0.0%
G6	Unbudgeted		50,000.00	50,000.00	100.0%
G7	***Total Courthouse Budget & Expense***	***7,500,000.00***	***7,374,326.48***	***1,320,573.60***	***17.9%***