

MINUTES OF THE MONTHLY MEETING  
OF THE  
PUBLIC BUILDING COMMISSION OF McLEAN COUNTY, ILLINOIS

Tuesday, July 3, 2018, at 3:30 p.m. CDT

The Regular Meeting of the Public Building Commission of McLean County, Illinois (the "Commission") was called to order by Chairman Novosad on July 3, 2018 in Room 404 of the Government Center, 115 East Washington Street, Bloomington, McLean County, Illinois.

Secretary Morel called the roll with the following members answering "present": Messrs. Novosad, Zimmerman, Morel, Farnsworth, Harris, Good, and Reid. Messrs. Funk and Schultz were absent.

Also present were Commission Attorney Robert Porter; Commission Treasurer James Mulligan; McLean County Director of Administrative Services Eric Schmitt; Mr. Jack Moody; Project Manager John Bishop of the Farnsworth Group, Inc.; Project Manager Matt Brown of River City Construction, LLC.; and City of Bloomington Director of Facilities Management Russ Waller.

Edith Brady-Lunny of *The Pantagraph* was present. No other members of the media, press, and/or radio were present.

Chairman Novosad began the meeting by introducing City of Bloomington Director of Facilities Management Russ Waller and thanking Mr. Waller for being in attendance.

Chairman Novosad then presented the Minutes of the June 5, 2018 Regular Meeting of the Commission for approval. Chairman Novosad asked if there were any corrections, additions, and/or revisions to the Minutes. Hearing none, Chairman Novosad asked for a Motion to approve the Regular Meeting Minutes. It was moved by Mr. Farnsworth and seconded by Mr. Harris that the Minutes of the June 5, 2018 Regular Meeting be approved as submitted. Chairman Novosad called for a vote on the Motion to approve the Minutes and the Motion was unanimously approved by voice vote.

Chairman Novosad next asked Commission Attorney Robert Porter to address the April 7, 2015 Executive Session Meeting Minutes. Mr. Porter noted that Section 2.06(d) of the *Illinois Open Meetings Act* requires public bodies to review the minutes of its closed sessions at least twice a year in order to determine whether said minutes should remain sealed. Mr. Porter next noted that the Commission could go into closed session to review the Executive Session Minutes in detail pursuant to Section 2(c)(21) of the *Illinois Open Meetings Act*. Mr. Porter indicated that the issue discussed by the Commission on April 7, 2015 was conclusively resolved on March 3, 2017 and that, in his

opinion, there was no compelling reason to continue to keep the Minutes sealed. Mr. Porter ultimately noted that the Commission could vote to continue to keep the Minutes sealed until further review pursuant to Section 2.06(d) of the *Illinois Open Meetings Act* or vote to approve and thereby make the Minutes publicly available.

Mr. Farnsworth asked Mr. Porter whether he could think of any reason to justify keeping the Minutes sealed. In response, Mr. Porter noted that the Executive Session was primarily utilized to discuss the existence of a nationwide investigation that has long since been made public.

Mr. Zimmerman then stated his belief that the Executive Session Minutes should be approved and made publicly available.

Mr. Good added that the Commission had not discussed the subject matter of the Executive Session Meeting in over two (2) years.

Chairman Novosad then asked if there were any additional questions, comments, and/or concerns regarding the April 7, 2015 Executive Session Meeting Minutes. Hearing none, Chairman Novosad asked for a Motion to approve the Executive Session Meeting Minutes. It was moved by Mr. Zimmerman and seconded by Mr. Good that the April 7, 2015 Executive Session Meeting Minutes be approved as submitted and therefore made publicly available. Chairman Novosad called for a vote on the Motion to approve the Minutes and the Motion was unanimously approved by voice vote.

Chairman Novosad next asked Commission Treasurer James Mulligan to present the Treasurer's Report for the fiscal year. Mr. Mulligan initially noted that the Treasurer's Report had updated account information for all of the Commission's bank accounts. Mr. Mulligan further stated that the Commission's approximately ten million dollar and 00/100 (\$10,000,000.00) "Project Fund" Certificate of Deposit at Bloomington-Normal Community Bank was set to mature on July 29th. Mr. Mulligan indicated that he was investigating investing these maturing funds in Treasury Direct in order to comply with the Commission's Federal tax law obligations. Mr. Mulligan noted that he and Mr. Porter would have more to report on this front in the coming months.

Mr. Mulligan indicated that the Commission had received its first (1st) 2018 lease payment from the City of Bloomington and that he expected to receive the County's lease payment in the next week or two (2). Mr. Mulligan also stated that the County had recently sent the Commission operation and maintenance invoices for the first (1st) six (6) months of 2018. Mr. Mulligan noted that each individual invoice was in the amount of approximately two hundred forty-two thousand dollars and 00/100 (\$242,000.00). Mr. Mulligan indicated that the Commission would be in a position to pay the invoices once it received its lease payment from McLean County.

Mr. Mulligan lastly noted that the Treasurer's Report reflected a payment of slightly over forty thousand dollars and 00/100 (\$40,000.00) to the R.W. Gipson Agency, Inc. for the

Commission's 2018-2019 insurance policies.

Chairman Novosad then asked if there were any additional questions or comments for Mr. Mulligan on the Treasurer's Report. Hearing none, Chairman Novosad asked for a Motion to approve the Treasurer's Report and proposed payments as submitted. It was moved by Mr. Harris and seconded by Mr. Reid that the Treasurer's Report and proposed payments be approved as submitted. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next turned to the Commission's "New Business" and asked Project Manager John Bishop of the Farnsworth Group, Project Manager Matt Brown of River City Construction, County Director of Administrative Services Eric Schmitt, and Mr. Jack Moody to discuss the architectural design, engineering services, and construction administration of the McLean County Law & Justice Center Expansion Project.

Mr. Jack Moody initially noted that representatives of McLean County, the Farnsworth Group, and River City Construction met earlier in the day for a construction meeting. Mr. Moody indicated that a lot of activity was ongoing at the Project site.

Project Manager John Bishop of the Farnsworth Group then noted that the rooftop generator would be installed atop the new Jail facility within one (1) weeks' time. Mr. Bishop further stated that the exterior masonry work was complete and that painting and ceiling work was occurring inside the facility.

Mr. Bishop proceeded to show the Commission several photographs of the new Jail facility. Mr. Bishop first (1st) showed the Commission an exterior image of the facility and noted that the louvres and remaining windows would be installed next month. Mr. Bishop next showed the Commission a photograph of the northwest exterior corner of the new facility. Mr. Bishop noted that the connecting link bridge and penthouse would soon be covered with metal paneling. Mr. Bishop further showed the Commission photographs of the second (2nd) floor of the north pod, the beginning of the C.O. station, the non-contact visitation area, the north special needs unit, the base of the ramp, and the superintendent's office.

Chairman Novosad then asked Mr. Bishop whether the Project was still on target to be substantially complete by September. Mr. Bishop responded in the affirmative and noted that work would begin in the existing Jail facility by late September.

Chairman Novosad further inquired as to when the new Jail facility would be occupied and Mr. Bishop noted that it would be occupied by late September.

Project Manager Matt Brown of River City Construction then noted that there would be a brief pause in work while inmates are moved from the existing Jail facility to the new Jail facility.

Mr. Bishop next showed the Commission River City Construction's Cost Flow Analysis and indicated that the Project expenditures were trending in the right direction.

Mr. Bishop then noted that the Commission had received a copy of Allowance Authorization Eight (8) as well as explanatory memoranda. Mr. Bishop stated that Allowance Authorization Eight (8) contained a single item in the amount of sixty-two thousand eight hundred thirty-seven dollars and 78/100 (\$62,837.78). Mr. Bishop specifically indicated that steel soffits would cover exposed electrical junction boxes and wiring in the special needs sub-dayrooms. Mr. Bishop stated that, although the Farnsworth Group originally designed all the electrical services to run inside the special needs units' mezzanine platforms, this did not carry over in the shop drawing phase and the electrical junction boxes and wiring ended up being wall-mounted. Mr. Bishop noted that the Farnsworth Group initially proposed covering the exposed electrical junction boxes and wiring with security planks, but that the County elected to utilize steel soffits. Mr. Bishop indicated that the County felt that the steel soffits had less of an "institutional feel" and would thus be better suited to the special needs units.

Chairman Novosad then asked if there were any additional questions or comments for Messrs. Moody, Bishop, or Brown regarding the status of the McLean County Law & Justice Center Expansion Project. Hearing none, Chairman Novosad noted that the Commission had received an invoice from the Farnsworth Group on June 28, 2018 in the amount of forty-three thousand eight hundred sixty-seven dollars and 72/100 (\$43,867.72). This amount represented the fee incurred by the Farnsworth Group during the month of June 2018.

Chairman Novosad asked Mr. Bishop whether the commissioning would always be billed as an "extra." Mr. Bishop responded by noting that the commissioning amount reflected some previously unbilled labor that needed to be reflected in the invoice.

Mr. Good asked whether the amount of the contract had increased and Mr. Bishop replied in the negative.

Chairman Novosad asked Mr. Moody whether the invoice was in order. Mr. Moody indicated that the invoice was in order and that it represented costs associated with the completion of seventy-four and-a-half percent (74.5%) of the Project's construction phase.

Chairman Novosad then asked if there were any additional questions or comments regarding the Farnsworth Group's June 2018 invoice. Hearing none, Chairman Novosad asked for a Motion to approve payment to the Farnsworth Group in the amount of forty-three thousand eight hundred sixty-seven dollars and 72/100 (\$43,867.72) from the Series 2015 Public Building Revenue Bond Issue's "Project Fund" for services rendered on the Law & Justice Center Expansion Project during the month of June 2018. It was moved by Mr. Good and seconded by Mr. Zimmerman to approve payment to the Farnsworth Group in the amount of forty-three thousand eight hundred sixty-seven dollars and 72/100 (\$43,867.72) from the Series 2015 Public Building Revenue Bond Issue's

“Project Fund” for services rendered on the Law & Justice Center Expansion Project during the month of June 2018. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next noted that the Commission had been presented with an invoice from River City Construction on June 28, 2018 in the amount of two million two hundred sixty-five thousand eighty-five dollars and 84/100 (\$2,265,085.84). This amount represented the fee incurred by River City Construction during the month of June 2018. Chairman Novosad asked Mr. Moody whether the invoice was in order and Mr. Moody responded in the affirmative. Chairman Novosad asked Mr. Bishop whether he had approved the invoice and Mr. Bishop responded in the affirmative.

Mr. Good asked Mr. Bishop whether he anticipated additional changes to the Project. In response, Mr. Bishop noted that he was currently processing several County-directed changes to the scope of the Project. Mr. Bishop indicated that there would likely be several change orders before the Project’s completion.

Chairman Novosad then asked if there were any additional questions or comments regarding River City Construction’s June 2018 invoice. Hearing none, Chairman Novosad asked for a Motion to approve payment to River City Construction in the amount of two million two hundred sixty-five thousand eighty-five dollars and 84/100 (\$2,265,085.84) from the Series 2015 Public Building Revenue Bond Issue’s “Project Fund” for services rendered on the Law & Justice Center Expansion Project during the month of June 2018. It was moved by Mr. Harris and seconded by Mr. Farnsworth to approve payment to River City Construction in the amount of two million two hundred sixty-five thousand eighty-five dollars and 84/100 (\$2,265,085.84) from the Series 2015 Public Building Revenue Bond Issue’s “Project Fund” for services rendered on the Law & Justice Center Expansion Project during the month of June 2018. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next noted that the Commission was being asked to concur with the Owner Representative’s approval of the steel soffit work detailed on Allowance Authorization Eight (8) and discussed earlier in the meeting. Chairman Novosad reminded the Commission that it had elected at its April 3, 2018 meeting to subject individual Allowance Authorization items in excess of fifty thousand dollars and 00/100 (\$50,000.00) to special concurrence votes. Chairman Novosad noted that concurrence votes provide greater transparency and accountability to the Allowance Authorization process. Chairman Novosad indicated that Allowance Authorization Eight (8) contained a single item in the amount of sixty-two thousand eight hundred thirty-seven dollars and 78/100 (\$62,837.78).

Chairman Novosad asked if there were any questions or comments regarding the steel soffit work. Hearing none, Chairman Novosad asked for a Motion to concur with the Owner Representative’s approval of the steel soffit work detailed on Allowance Authorization Eight (8). It was moved by Mr. Reid and seconded by Mr. Zimmerman to concur with the Owner Representative’s approval of the steel soffit work detailed on Allowance Authorization Eight (8) and

the Motion was unanimously approved by voice vote.

Chairman Novosad then invited City Director of Facilities Management Russ Waller to discuss the City of Bloomington's plans to remodel the third (3rd) floor of the Government Center. Mr. Waller began by noting that the City intends to relocate its Human Resources Department to the third (3rd) floor of the Government Center. Mr. Waller indicated that the City's Engineering Department was currently occupying the third (3rd) floor and would share the space with the Human Resources Department following the remodeling work.

Mr. Waller then showed the Commission a diagram of the third (3rd) floor of the Government Center and noted that a wall and key code door would be installed to separate the Engineering and Human Resources Departments. Mr. Waller noted that the Human Resources Department's primary entrance would be off Washington Street. Mr. Waller indicated that the work would not constitute a complete remodel, but would rather primarily consist of the installation of some new walls for additional office and conference room space.

Mr. Waller indicated that the remodeling plans were drawn up by the BKV Group and that the actual remodeling work would soon be publicly let for bids. Mr. Waller noted that he had been working closely with County Director of Administrative Services Eric Schmitt.

Mr. Porter stated his belief that the Commission did not need to approve the work as it has no legal responsibility over the maintenance of the Government Center and is not being asked to fund the work. Mr. Porter nonetheless noted that any work would be predicated on the City indemnifying the Commission, the contractor and subcontractor naming the Commission as an additional insured on its policies, and the contractor and subcontractor delivering lien waivers to the Commission.

Mr. Good then asked Mr. Waller how much the work would cost and Mr. Waller indicated that the work should cost approximately one hundred sixty thousand dollars and 00/100 (\$160,000.00).

Mr. Farnsworth then asked Mr. Porter whether he would review the contractor and subcontractors' actual insurance certificates and Mr. Porter responded in the affirmative.

Chairman Novosad next turned to the Commission's "Other Business" and asked Mr. Porter whether he had anything to add. Mr. Porter indicated that the Commission should tour the new Jail facility just prior to it being occupied. Mr. Brown then suggested that the Commission take another tour after its September meeting.

Chairman Novosad next asked whether any Commissioner had any additional "Other Business" to discuss before the Commission. Hearing none, Chairman Novosad asked for a Motion to adjourn. It was moved by Farnsworth and seconded by Mr. Harris that the meeting be adjourned and the Motion was unanimously approved by voice vote. The meeting was adjourned at 4:10 p.m.

The next regular meeting of the Commission will be Tuesday, August 7th, at 3:30 p.m.

APPROVED:

August 7, 2018



JOHN L. MOREL,  
Secretary, Public Building Commission

