

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

Tuesday, July 5, 2022, at 3:30 p.m.

The Public Building Commission of McLean County, Illinois (the "Commission") was called to order by Chairman Novosad on July 5, 2022 in Room 404 of the Government Center, 115 East Washington Street, Bloomington, McLean County, Illinois.

Acting Secretary Robert Porter called the roll with the following members answering "present": Novosad, Zimmerman, Farnsworth, Schultz, Harris, Reid, and Fruin. Mr. Fazzini and Ms. Lee were absent.

Also present were Commission Attorney Robert Porter, Commission Treasurer James Mulligan, County Administrator Cassy Taylor, Assistant County Administrator Cathy Dreyer, Assistant County Administrator Tony Grant, and Bloomington City Manager Tim Gleason.

No members of the media, press, and/or radio were present.

Chairman Novosad began the meeting by welcoming Bloomington City Manager Tim Gleason. Mr. Gleason stated that he was pleased to be in attendance at the Commission's meeting. Mr. Gleason then noted that he previously served as City Manager of Decatur, Illinois. In that role, Mr. Gleason indicated that he frequented the meetings of the Public Building Commission of Macon County, Illinois.

Chairman Novosad next presented the Minutes of the April 5, 2022 Regularly Quarterly Meeting of the Commission for approval. Chairman Novosad asked if there were any questions, additions, and/or revisions to the Minutes. Hearing none, Chairman Novosad asked for a Motion to approve the Regular Quarterly Meeting Minutes. It was moved by Mr. Reid and seconded by Mr. Schultz that the Minutes of the April 5, 2022 Regular Quarterly Meeting be approved as submitted. The Motion was unanimously approved by voice vote.

Chairman Novosad next called on Commission Treasurer James Mulligan to present the Treasurer's Report for the Fiscal Year. Mr. Mulligan began his Report by noting that the Treasurer's Report featured interest earnings on all of the Commission's bank accounts as of May 31, 2022. Mr. Mulligan specifically highlighted the Commission's U.S. Treasury Money Market Fund at Heartland Bank & Trust Co., which he indicated was laddered and yielding 1.75% on an annual basis. Mr. Mulligan next highlighted the Commission's Project Fund accounts at PMA Securities, LLC., which he noted had an effective annual yield of 1.33%. Mr. Mulligan added that the Commission had two (2) accounts at PMA Securities, LLC. Mr. Mulligan stated that one (1) account was a liquid Money Market Account and the other account contained U.S. Treasuries laddered out between August 2022

and April 2023. Mr. Mulligan indicated that the latter account at PMA Securities, LLC. was set up such that the Treasuries would mature as the need for Project payments arose.

Mr. Mulligan next indicated that the Commission made an eight hundred fifty-four thousand four hundred dollar and 00/100 (\$854,400.00) interest payment on its Series 2015 Public Building Revenue Bond Issue on June 1, 2022. Mr. Mulligan stated that the next payment covering both interest and principal would be due on December 1, 2022. Mr. Mulligan next added that the Commission had recently received an operation and maintenance lease payment from the City of Bloomington, but was still waiting on a similar payment from McLean County.

Chairman Novosad asked whether the Commission had enough liquidity in its Project Fund to meet Project costs in 2022 and the first (1st) part of 2023. In response, Commission Attorney Robert Porter stated that the Commission would have approximately two million dollars and 00/100 (\$2,000,000.00) in liquid funds by the end of the year. Mr. Porter then noted that the Commission would likely need to re-invest some of these liquid funds in new Treasuries as Project expenses would be nowhere near two million dollars and 00/100 (\$2,000,000.00) by the end of the calendar year.

Assistant County Administrator Tony Grant added that the elevator contractor would be billing on a "project milestone basis." By way of example, Mr. Grant noted Otis Elevator Company was requesting payment of engineering costs up front and certain benchmark payments thereafter.

Mr. Zimmerman then inquired about the engineering costs. Mr. Grant noted that engineering costs associated with two (2) specific elevators at the Law & Justice Center were two hundred ninety-nine thousand one hundred five dollars and 00/100 (\$299,105.00).

Chairman Novosad 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. It was moved by Mr. Harris and seconded by Mr. Farnsworth to approve the Treasurer's Report and proposed payments as submitted. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Turning to the Commission's "Old Business," Chairman Novosad asked County Administrator Cassy Taylor to discuss possible future uses of the Fairview Building. Ms. Taylor initially responded by noting that she had met with Tim Ryan from the local chapter of the Laborers' International Union of North America ("LIUNA") last week. Ms. Taylor recounted that she was informed at the meeting that LIUNA did not receive the necessary tax credits from the State of Illinois to go forward with the project this year. Ms. Taylor added that LIUNA would be applying for the tax credit again in 2023. Ms. Taylor stated that, if LIUNA receives the tax credits in 2023, construction would ideally be completed by 2024.

Chairman Novosad asked whether the Fairview Building had undergone an asbestos survey. Ms. Taylor responded by noting that LIUNA had not performed a survey as it did not receive the tax credits from the State.

Chairman Novosad next asked if there had been any discussions about whether the Fairview Building would be rented to LIUNA or deeded to LIUNA. In response, Ms. Taylor noted that this was still a topic of conversation.

Chairman Novosad then asked if there were any additional questions or comments for Ms. Taylor regarding the Fairview Building. Hearing none, Chairman Novosad turned to the Commission's "New Business" and asked Mr. Grant to discuss the Elevator Modernization Project.

Mr. Grant relayed to the Commission that it had received two (2) bids for the modernization of a total of thirteen (13) elevators located in the Law & Justice Center and Old Courthouse. Mr. Grant specifically noted that the Commission received bids from Kone, Inc. and Otis Elevator Company. Mr. Grant stated that Kone, Inc.'s bid was in the amount of three million eight hundred twenty-three thousand six hundred dollars and 00/100 (\$3,823,600.00) and Otis Elevator Company's bid was in the amount of three million seven hundred twenty-three thousand nine hundred thirty-four dollars and 00/100 (\$3,723,934.00).

Mr. Grant added that both Kone, Inc. and Otis Elevator Company were given an opportunity to inspect the elevators on site at a pre-bid meeting. Mr. Grant then indicated that Kone, Inc. was proposing to start the work on March 20, 2023 and finish the work on April 2, 2024. Mr. Grant noted that Otis Elevator Company was proposing to start the work on December 1, 2022 and finish the work on March 1, 2024. Mr. Grant noted that the awarded firm would enter into an annual service agreement with the County.

Mr. Grant ultimately informed the Commission that the County was recommending that Otis Elevator Company be awarded the contract for the Elevator Modernization Project.

Mr. Farnsworth asked how elevator down times would impact the County's operations. In response, Mr. Grant stated that one (1) bank of elevators would always be operational at any given time during the Project. Mr. Grant noted that the only exception was the Judges' private elevator at the Law & Justice Center. Mr. Grant nonetheless stated that he had received assurances from Trial Court Administrator Will Scanlon that this would not create issues.

Chairman Novosad asked whether the work would prove disruptive to ongoing business at the Law & Justice Center. Mr. Grant responded by indicating that the work should not be an encumbrance on day-to-day operations.

Mr. Schultz asked whether Kone, Inc. had existing contracts with the County. Mr. Grant indicated that McLean County currently contracts with Kone, Inc. to perform service and maintenance on all of the County's elevators.

Mr. Reid then inquired whether the contract with Otis Elevator would contain an escalation provision. Chairman Novosad asked Mr. Reid whether escalation clauses were becoming more commonplace and Mr. Reid responded in the affirmative.

Mr. Zimmerman noted that the elevator in the Old Courthouse would be down for eleven (11) weeks as a part of the Project. Mr. Zimmerman remarked that the elevator was the sole means for physically disabled individuals to access the Old Courthouse's second (2nd) and third (3rd) floors. Mr. Grant responded by noting that Museum Executive Director Julie Emig was aware of the issue and would make do.

Mr. Porter in turn indicated that the elevator in the Old Courthouse was the oldest conveyance being modernized as a part of this Project. Mr. Porter stated that much of the down time was attributable to the age of the elevator and the difficulty obtaining parts for that particular model.

Mr. Farnsworth then inquired whether the elevator contractor would be required to post bond as a part of the Project. Mr. Porter responded by indicating that the contractor would be required to post a performance bond.

Concerning the elevator in the Old Courthouse, Chairman Novosad asked whether the finished product would be period correct. Mr. Grant indicated that the plan was to make the modernized elevator look as similar as possible to the existing elevator.

Chairman Novosad asked whether there were any ADA concerns with taking the elevator at the Old County Courthouse offline. Mr. Grant stated that no such concerns existed.

Chairman Novosad next asked whether there were any security concerns posed by working on the Jail elevators. Mr. Grant replied that a barrier would be constructed around the Jail elevators during that phase of the work. Relatedly, Mr. Grant highlighted the new safety features that would be added to the elevators as a part of this Project.

Mr. Farnsworth asked whether Otis Elevator's service contract with the County would be billed on a time and material basis. Mr. Porter indicated that the County would pay an annual flat fee that would encompass certain services. Mr. Porter added that any work not encompassed by the flat fee arrangement would be billed on a time and material basis.

Mr. Mulligan asked Mr. Grant whether Otis Elevator's service contract would be less costly than the County's existing contract with Kone, Inc. Mr. Grant stated that he anticipated that Otis Elevator's service contract would be less than Kone, Inc.'s service contract.

Mr. Schultz then asked whether Otis Elevator Company had a local presence. Mr. Grant responded by noting that Otis Elevator Company maintained offices in Decatur and Peoria.

Turning to the County's other capital improvement needs, Mr. Grant stated that the County was looking at replacing the elevators in the Government Center. Mr. Grant noted that the cost of this work would be addressed in the County's upcoming budget process. Mr. Grant stated that this work would not be paid out of the Series 2022 Public Building Revenue Bond Issue.

Chairman Novosad inquired about repairs to the exterior of the Law & Justice Center. Assistant County Administrator Cathy Dreyer indicated that this work would be budgeted for either Fiscal Year 2023 or 2024.

Chairman Novosad then asked if there were any additional questions or comments for Mr. Grant concerning the Elevator Modernization Project or the County's other capital improvement needs. Hearing none, Chairman Novosad asked for a Motion to authorize the Chairman to execute a negotiated contract with Otis Elevator Company in the amount of three million seven hundred twenty-three thousand nine hundred thirty-four dollars and 00/100 (\$3,723,934.00). It was moved by Mr. Zimmerman and seconded by Mr. Farnsworth to authorize Chairman Novosad to execute a negotiated contract with Otis Elevator Company in the amount of three million seven hundred twenty-three thousand nine hundred thirty-four dollars and 00/100 (\$3,723,934.00). Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next turned to the Commission's "Other Business" and asked Mr. Porter to address future Commission meetings. Mr. Porter noted that the Commission would likely need to increase the frequency of its meetings after the October annual meeting in order to process and approve Otis Elevator's invoices.

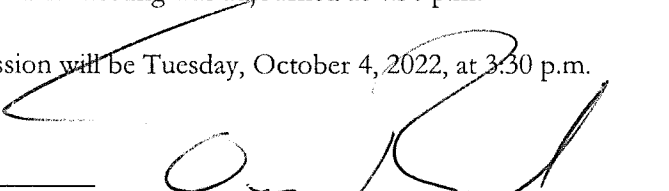
Chairman Novosad next announced that Mr. Farnsworth would be retiring from the Commission at the conclusion of his term on September 30th. Chairman Novosad thanked Mr. Farnsworth for his friendship, service, and insight as a member of the Commission. Mr. Porter added that it had been a pleasure working with Mr. Farnsworth.

Mr. Farnsworth expressed deep appreciation for having the opportunity to serve on the Commission for the past twenty-three (23) years. Mr. Farnsworth indicated that he had originally joined the Commission simply to complete his late father's term. Mr. Farnsworth stated that he found the work to be interesting and enjoyed working with all those who serve and have served on the Commission.

There being no "Other Business," Chairman Novosad asked for a Motion to adjourn. It was moved by Mr. Farnsworth and seconded by Mr. Schultz that the meeting be adjourned. The Motion was unanimously approved by voice vote. The meeting was adjourned at 4:30 p.m.

The next meeting of the Commission will be Tuesday, October 4, 2022, at 3:30 p.m.

October 4, 2022


Secretary, Public Building Commission



