

## MINUTES OF A SPECIAL BOARD MEETING

**Village of Clarendon Hills  
One North Prospect Avenue, Clarendon Hills, Illinois**

**November 8, 2004**

President Hiller called the meeting to order at 7:00 p.m.

### **1. ROLL CALL**

Present at roll call: President Hiller, Trustees Flood, Karaba, O'Toole, Pedersen, Pocius and Robinson (via teleconference). Also present: Manager Bahan, Finance Director/Assistant Manager Redding, Police Chief Anderson and Clerk Tandle.

Also in attendance were Police Station Advisory Committee members John Purdy, Cathy Chesta, Jim Hermesdorf, Frank Homolka and John Rogers, and President's Advisory Committee Chairman Don Kimball.

### **2. RECESS TO COMMITTEE MEETING**

Trustee O'Toole moved to recess to Public Safety Committee at 7:00 p.m. Trustee Flood seconded.

Ayes: Trustees Flood, Karaba, O'Toole, Pedersen, Pocius and Robinson

Nays: None

MOTION CARRIED

#### **Public Safety Committee**

Trustee Robinson moved to appoint Trustee Pocius, the Vice-Chairperson, as temporary Chairperson of the Public Safety Committee. Trustee Flood seconded.

Ayes: Trustees Flood, Karaba, O'Toole, Pedersen, Pocius and Robinson

Nays: None

MOTION CARRIED

Trustee Pocius stated that the goal of this meeting is to determine the best method of constructing a facility that will serve the Village's current and future needs, and to build a facility which falls within the Village's budget. Since the approved LZT/Fillung ("LZT") design came in over budget, it became necessary to reevaluate that design and to provide a cost-saving alternative. Trustee Pocius requested that, after President Hiller provides the recommendations proposed by her committee, the Board discuss the advantages and disadvantages of traditional design/bid/build, design/build and construction manager at risk methods of construction.

President Hiller stated that she assembled a committee consisting of herself, Manager Bahan, PSAC Chairman John Purdy, and President's Advisory Committee Chairman Don Kimball (the "police station task force") which met over the past month to investigate alternative

approaches to the traditional design/bid/build method of construction. President Hiller outlined the police station task force's recommendations. Design/build and construction manager at risk options were considered. Seven companies were initially interviewed, and Teng, Leopardo Construction Company, Frederick Quinn Corporation, MTI Construction Services and Milord Company were requested to submit proposals. President Hiller, Mr. Purdy and Mr. Kimball outlined the merits of design/build vs. construction manager at risk or the traditional design/bid/build method. The design/build approach was recommended given the Village's time-frame and financial constraints. The police station task force ultimately recommended that the Village enter into an agreement with Leopardo Construction Company, together with LZT as the architect, for this project with a maximum cap of \$2.8 million for total construction costs. The police station task force also recommended that it and Chief Anderson meet on a weekly basis with the design/build team to assist in establishing the preliminary design. Upon completion of that phase, the completed preliminary design would be brought before the Board and the PSAC for approval at a joint meeting.

Trustee O'Toole noted that the police station task force was assembled by President Hiller and that it was never formally sanctioned by the Board.

Trustee Pedersen asked how the Village could guarantee that it is receiving the best building for the money without a third party to oversee the process. Mr. Kimball stated that an element of trust is essential with this process, but that the architect, as a design professional, would be involved in the building process.

Jim Filliung of LZT spoke to the advantages and disadvantages of design/build vs. the traditional design/bid/build approach. He recommended that, at this time, the Village pursue the design/build process. Mr. Filliung suggested that controls for future growth and expansion of the facility be considered. In response to a question from Trustee Pocius, Mr. Filliung noted that the cost of materials is increasing.

Trustee Flood noted that he had visited the Design Build Institute of America website. He expressed concern about the Village's control over the project if the Village elects to use the design/build approach. He would like assurance that important details of the facility are not compromised, such as program space and quality of finishes and materials. He stated that he does not want the Village to be short-sited, and that the facility needs to be programmed for future needs. He asked if the project can be monitored to ensure that the correct materials are being used in the project. Mr. Purdy suggested the possibility of hiring a third party inspector to oversee the project.

Jim Hermesdorf asked whether the firms that were requested to submit proposals were given only the conceptual layout developed by Mr. Kimball's architect and whether they were requested to submit proposals based on building an 11,000 square foot facility. Mr. Purdy

responded that, if a basement were not included in the plans, all other requirements could be met within an 11,000 square foot building.

Trustee Pocius stated that if the Board chooses to approve a design/build firm, it is imperative that it be confident that the firm is of the highest caliber. She expressed concern that Leopardo Construction Company possessed little or no design/build experience with police facilities. Trustee Pocius asked how the seven firms were chosen to be interviewed by President Hiller's committee. President Hiller stated that the design/build firms were brought forward based on their reputation in the construction industry. President Hiller stated that she, Manager Bahan, Mr. Kimball and Trustee Pocius submitted names. Trustee Flood noted that no formal RFQ process had taken place.

Trustee Pocius asked why the original design proposal developed by LZT was not submitted for consideration, since the plans had undergone the peer review process and had been approved by the Board. Mr. Kimball responded that his design as well as the LZT design had been given to the design firms but that his rendering of an 11,000 square foot building which contained all the program space had been given for a conceptual design for the purpose of securing a proposal. Mr. Purdy stated that the original design was driven by the firing range in the basement. Based on his understanding of Chief Anderson's comments that the firing range may not be necessary, programming needs could be met by reconfiguring the facility into an 11,000 square feet building. Mr. Kimball stated that the single-story design presented to the design/build firms was conceptual only and was not intended to be the final design. He also stated that all information provided by LZT was submitted.

Trustee Pocius asked Chief Anderson whether the conceptual design was an appropriate starting point for a police station that would fill the Village's needs. Chief Anderson stated his understanding that a 13,000 square foot building with a basement met the Village's long-term needs, and that the 11,000 square foot building without a basement which was presented to the design/build firms would not meet those needs.

Trustee O'Toole stated that the police station facility must meet the Village's needs for the next 40 years, and that design plans should be driven by those needs and not solely by the budget.

Trustee Karaba stated that the new police facility is being built for the men and women who serve the Village, and that it is very important for their positions as professionals within the Village. The Board's intent is to build a quality facility which will attract a highly-qualified police force. He also noted that, although some design adjustments may have to be made due to budget constraints, the Village needs to design a building that can accommodate future growth.

It was the consensus of the Board to approve the design/build process for building the police station with the condition that LZT remain involved as the architect for the project. It was

also the consensus of the Board that the Village enter into an agreement with Leopardo Construction Company as the design/build firm, subject to appropriate background investigation and reference verification, with the understanding that Leopardo Construction Company be given specific direction that LZT's "Option D" plan be used as a starting point for the redesign. Finally, it was the consensus of the Board that a PSAC meeting be scheduled next week to work out a preliminary design of the facility. In addition to the PSAC, Leopardo Construction Company, LZT, Chief Anderson, Mr. Kimball, President Hiller, Manager Bahan, and Trustee Robinson or, in his absence, Trustee Pocius will be asked to attend. Weekly meetings will then be scheduled and duly noticed so that any Board members wishing to attend the meetings may do so. A smaller group may be identified by the PSAC and staff to assemble at various times during the construction phase. The preliminary design would then be presented to the Board and the PSAC for approval. \$2.8 million will continue to be the targeted budget figure.

**3. RECONVENE**

The Board reconvened at 9:15 p.m.

Present at roll call: President Hiller, Trustees Flood, Karaba, O'Toole, Pedersen, Pocius and Robinson

**4. ADJOURNMENT**

There being no further business to come before the Board, Trustee O'Toole moved to adjourn the meeting at 9:15 p.m. Trustee Flood seconded.

Ayes: Trustees Flood, Karaba, O'Toole, Pedersen, Pocius and Robinson

Nays: None

MOTION CARRIED