

WILL COUNTY METROPOLITAN EXPOSITION AND AUDITORIUM AUTHORITY

Date: February 10, 2021

Authority Memo Number **045-2021 February 10, 2021 Special Board Meeting Minutes**

The February 10, 2021 Special meeting of the Will County Metropolitan Exposition and Auditorium Authority Board was held via ZOOM meetings. Board Chair Bob Filotto called the meeting to order at 8:04am. Board members and staff were invited to rise for the Pledge of Allegiance to the Flag. There was no public present on the ZOOM call. Present: Bob Filotto, Tim Broderick, Donnie Chestnutt, Jane Condon, Jeff Pierson, Kathy Trizna, and Legal Counsel David Silverman - Mahoney, Silverman, Cross Law Firm, City Liaison Pat Mudron.

Staff: Val Devine, Karen Leno

Absent:

**Discussion and Vote Regarding Approval of DLR Group for the Bathroom Remodel:**

The Chair asked for update on DLR Group. Devine reported that since the January Board meeting to “follow” up has occurred as the proposal was received, coming in over \$40k at which point Devine asked if they could re-evaluate and they sent back the below update that the board had been sent, along with the original proposal.

PD-CD In-House Services: **\$ 26,000.00** (includes expenses)

PD-CD Consultant Services:

Engineering Services: IMEG Corp. **\$ 12,000.00**

**PD-CD Total:** **\$ 38,000.00**

Optional Additional Services:

Bidding & Construction Administration (CA) Services: **\$ 5,000.00** (includes expenses)

Filotto asked if the Board was clear as to what we were talking about and Broderick requested clarification regarding DLR’s specific role (i.e. contractor, G.C. etc). Mudron also asked for clarification at which point Devine reminded them of the conversation from the January Board meeting about the \$500k in the Build Illinois Bond Fund specifically earmarked for bathroom renovations. Although this project has been a topic of discussion for years, nowhere, to Devine’s knowledge, are there any plans or drafts of the project. Prior to going out to bid, we need to ensure that EVERYONE is bidding on the same project. This is what we are tasking the company to do. The documents they presented came after the sub-committee conversation and prior conversations with Devine. Filotto reminded the Board that Pierson and Chestnutt have agreed to act as the sub-committee on this project. Broderick questioned the \$40k amount. Silverman explained that due to the “professional services” clause we are not required to bid if the project is under \$40k. Otherwise, there would need to be an RFP. Once specs are created then a true bid for the actual work of the project will need to happen. Filotto asked about the reimbursement of the \$40k from the \$500k. Leno confirmed that the initial payment needs to come from us and to be reimbursed we need to submit an entire budget for the project. Condon asked for a more detailed explanation of how much/what this company will do for the \$40k. Silverman clarified that the additional \$5k would cover “Administration Services.” Chestnutt confirmed that in their prior conversation with DLR, the company stated they would be the point people if we had issues with any of the work. Devine directed their

attention to the attachment the company had provided that outlined what they would be providing for each of the services.

Pierson added that it appears that the DLR fees are coming at an approximate cost of 8% of the total project. Is that an appropriate industry standard? Silverman indicated that as they are working as architects and he did not think the cost was outrageous as they are dealing with a historical structure and all that entails. Filotto suggested that the “normal” range is probably closer to 5-6% but the historical factor weighs heavily. When asked by the Chair if the subcommittee feels comfortable with this choice, Pierson responded that his opinion was Devine had done her due diligence in vetting them at which point Devine confirmed that they come recommended by the League of Historic American Theatres. Chestnutt agreed that she is pleased with her conversation and their expertise.

Filotto asked if there was a motion to Retain DLR for the cost of \$38,000 for the bathroom remodel project.

**Motion to Retain DLG for \$38,000 for the Cost of the Bathroom Project:** T. Broderick moved and K. Trizna seconded approval of December 16, 2020 minutes as presented.

AYES: Members Filotto, Broderick, Chestnutt, Condon, Trizna and Pierson

Nays: NONE

Nays: NONE

**PUBLIC TO BE HEARD** – No response.

Filotto asked for any additional comments or questions to which Broderick asked about a timeline for the project. Devine asked Silverman about timeline for Bid process to which he responded that we could anticipate a least a few months before we can anticipate being able to go out for bid. Filotto suggested that this could be included with the DLR scope of work. Reasonable time will be included with the awarded contractors’ contract and the use of “liquidating damages” in the contract. Chestnutt asked if Mudron could assist in the project getting the permitting process “fast tracked.” Silverman also wondered if our landmark status would impact the ability to proceed quickly. Filotto then mentioned timing about alerting the City Manager/Council to the grant and that this is money specifically given by the State for this project and not found money. Mudron confirmed that indeed they need to be made aware PRIOR to this becoming public knowledge. Mudron volunteered to act as the conduit between the WCMEAA and the City Manager once we felt we were ready and suggested that possibly a Press Release done with Bertino-Tarrant might be in order. Devine outlined the process that had been travelled since finding out about the monies 9 months ago and the many different scenarios that had been proposed regrading announcements and press releases. Last direction from Bertino-Tarrant was to do whatever I wanted with regard to announce. Current concern is the state of the State financially coupled with COVID and how the availability of these monies could be perceived. Filotto also expressed concern about OUR ability to get reimbursed from the State so that we do not fall prey to the same extended timeline for reimbursement from the State. Devine explained that it has been her understanding that once you receive word from DECO about your grant (which we have regarding the \$500k) the monies are ready for disbursement.

It was determined that Mudron would follow up with Caparelli, which would result in the Mayor being made aware and also call Bertino-Tarrant to see where the County was at in receiving funds and follow up with Devine. Leno would connect with the DCEO contact to get a clarification/understanding of fund availability.

It was ultimately decided that PRIOR to letting the city know of these funds we would reach out to Bertino-Tarrant and the DCEO to get answers first as this may determine if this project can even move forward.

The February WCMEAA meeting is in two weeks and we will all report back about what we have found out in our follow up conversations.

**Motion:** Board Chair requested a motion to adjourn the regular meeting. J. Condon moved and D. Chestnutt seconded the motion.

AYES: Members Filotto, Broderick, Chestnutt, Condon, Trizna and Pierson  
NAYS: NONE

The meeting adjourned at 8:41 am

Minutes respectfully submitted by Val Devine, Recording Secretary.

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Kathy Trizna, Board Secretary

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