

MINUTES
DU PAGE COUNTY TECHNOLOGY PARK BOARD
March 18, 2003

The meeting was called to order by Chairman Schillerstrom at 3:41 p.m.

Members Present: Robert J. Schillerstrom
 Dan Goodwin
 Peter Huizenga

Duane Gengler present via phone

Staff Present: Jack Tenison, Executive Director

Other Present: Phil Bradtke, Patrick Engineering
 Chris Burke, Christopher B. Burke Engineering
 George Maurides, Maurides & Foley, L.L.C.
 John Wills, Christopher B. Burke Engineering
 Bill Grady, Chicago Tribune
 Gordon Cole, DuPage Airport
 Steve Luetkehans, Patrick Engineering
 Gp Yeh, Fermi Lab
 Jake Griffin, Daily Herald
 Ald. Nancy Kifer Assian, City Council West Chicago
 Rob Flatter, City of West Chicago
 Scott Marquardt, City of West Chicago

Public Comment

Nancy Kifer Assian of 600 E. Grand Lake Blvd. West Chicago, IL an Alderman from West Chicago expressed concerns about siting a second waste transfer station in West Chicago. She does not feel there is a need for this in West Chicago or DuPage County. She supports the Tech Park and feels that the issue of a second waste transfer station will have a negative impact on new development.

Minutes

Mbr. Huizenga moved to approve the minutes of November 18, 2002. Seconded by Mbr. Goodwin. All ayes, Motion carried

Update on Final Road Design, Construction Schedule, and Modification of Harry W. Kuhn Contract

Jack Tenison provided information on the final road design of the primary north south road that connects Roosevelt Road (Rte. 38) and Fabyan Parkway.

Chris Burke of Christopher B. Burke Engineering (CBBEL) gave an update on the final road design.

- Roosevelt is going to be shifted to the south and under the railroad.
- The new road design will avoid existing houses on Fabyan Parkway.

- Incorporate environmentally friendly detention ponds and permanent detention storage.
- Avoided gas line except for two points where it is crossed.

CBBEL has submitted the final engineering drawings to the city of West Chicago. Jack Tenison stated that there are a few issues with Illinois Department of Commerce and Economic Opportunity-DCEO (formerly known as DCCA) that need to be resolved before final road construction can begin:

- There needs to be an agreement to enter into an agreement between the Airport Authority and the DuPage County Technology Park Board regarding the sale or lease of the land.
- The Airport Authority needs to agree to enter into an agreement with the University of Illinois and DuPage County to meet the intended goals of the Technology Park.
- In addition we need an easement from the airport to enter onto the property for the final road construction.

Mbr. Goodwin stated he is concerned about the round-a-bouts. Chris Burke stated that they attempted to address Mbr. Goodwin's concerns by softening up the elevation of the round-a-bouts. They are fifteen feet above the existing ground. Jack Tenison stated the round-a-bouts would add additional flexibility, minimize cut through traffic and slow down speed through the Tech Park. Without the round-a-bouts, stoplights would need to be put in and this would increase the cost and there would also be additional design costs and time loss if the road were redesigned at this point. The construction should be approximately 4.2 million dollars.

Mbr. Huizenga moved to approve the Final Road Design as presented, seconded by Chairman Schillerstrom. All ayes. Motion carried.

Mr. Tenison discussed using the present existing bid by Harry W. Kuhn for construction of a temporary road to build a portion of the final road. This would significantly expedite construction.

Mbr. Goodwin moved to approve modifying the contract with Harry W. Kuhn by changing the scope of work of equivalent value and not changing the dollar amount to build a segment of the final road, seconded by Mbr. Huizenga. All ayes. Motion carried.

Mbr. Gengler moved to approve giving Jack Tenison authority to take bids and award the contract to the lowest responsible bidder and seek Board authorization by telephone, seconded by Mbr. Goodwin. All ayes. Motion carried.

Review of Proposed Operating Budget

Jack Tenison noted that the Board has approved contracts for various vendors and engineers to provide services for the DuPage County Technology Park operations. Generally these contracts fall into two categories:

- Those that are for a specific time frame and cover a finite aspect of the project
- Those where the issues that arise are not finite and advice and counsel are needed on a continual basis

Jack Tenison's recommendation, where appropriate, would be that the second type of contract be changed to annual service agreements. A proposed annual budget for the Board's review was distributed.

Mbr. Goodwin stated that it is customary for these annual service agreements to include "not to exceed" amounts and suggested that a fee schedule be included with contracts. Mr. Tenison pointed out that the annual operation budget has a deficit which must be addressed. He asked that at the next Board meeting this issue be discussed. The Board indicated at its next Board meeting it will approve an operating budget.

Status Update on Incubator Facility

Jack Tenison introduced Phil Bradtke of Patrick Engineering who provided an update on the work they have completed regarding a potential multi-tenant incubator facility. A gross area of 55,000 sf has been projected as the minimum size for the facility. The shell and core construction cost for the facility has been projected at \$7,500,000 exclusive of site development, tenant build-out, furniture, equipment and A/E fees. The facility will house existing agencies that are currently located at the DuPage Airport, new start-up companies, and the Tech Park Administrative Offices. Phil handed out a draft program analysis for the Board to review.

Recommendation for Consulting for Marketing and Communication

This item was deleted from the agenda.

Construction Management-Final Road Project

Jack Tenison stated that the Technology Park has a contract with Development Concepts to provide construction management services regarding the temporary access road. They have performed well regarding oversight of the construction process and providing suggestions that have saved money and time. Even though the temporary road has not been constructed there have been a lot of issues that needed clarification regarding the first actual onsite construction. Jack Tenison has recommended that we modify their contract and use their services up to the previously approved contract amount of \$39,698.00 for assistance in the construction management of the final road and Jack Tenison also proposes Christopher Burke Engineering develop specifications for construction management for the entire road project. Jack Tenison requested the Board's authorization to seek proposals and award a contract to the most qualified firm based on a review by Chris Burke and himself. Because of the time sensitivity regarding this construction project, Jack Tenison would propose obtaining confirming Board authorization for this contract by phone contact.

Mbr. Goodwin stated that we are obligated to Development Concepts to oversee the first part of the project, however, he would like to have further discussion about hiring an engineering firm that would also have a construction manager on site.

Mbr. Goodwin moved to approve Modifying the Contract for Construction Management, seconded by Mbr. Huizenga. All ayes. Motion carried.

Mbr. Gengler moved to approve authorizing Jack Tenison to seek proposals for Construction Management, seconded by Mbr. Huizenga. All ayes. Motion carried.

Mbr. Goodwin moved to approve Jack Tenison to obtain bids for a construction management contract for the final road design and obtain Board authorization by telephone, seconded by Mbr. Huizenga. All ayes. Motion carried.

Financial Reports

Jack Tenison handed out financial reports for the time span of January 1, 2003 – March 11, 2003 which included the following:

- Expenses by line item (State Funds)
- State Checking Transaction Detail Report
- Account Balance Statement

Old Business

None

New Business

None

Executive Director's Update

Jack Tenison asked the Board to review a handout from AURP (Association of University Research Parks) on University Research Park Profile and a handout on a final report from Battelle Memorial Institute on Proposed DuPage County Research Park.

Executive Session

At 5:07 p.m. the Board went into Executive Session for the purpose of discussion on potential tenant contacts on a motion by Chairman Schillerstrom, seconded by Mbr. Goodwin.

Adjournment

With no further business remaining before the Board, the meeting was adjourned at 6:00 p.m. on a motion by Chairman Schillerstrom, seconded by Mbr. Huizenga. All ayes. Motion carried.

Respectfully submitted,

Patti Miller