

MINUTES  
DU PAGE COUNTY TECHNOLOGY PARK BOARD  
August 25, 2003

The meeting was called to order by Chairman Gorski at 1:40 p.m.

Members Present: Duane Gengler  
Dan Goodwin  
Gerald Gorski  
Peter Huizenga-Arrived at 1:45 p.m. after roll call

Members Absent: Kenneth Schmidt

Staff Present: Jack Tenison, Executive Director

Other Present: John Wills, Christopher B. Burke Engineering  
Chris Burke, Christopher B. Burke Engineering  
George Maurides, Maurides & Foley, L.L.C.  
Bill Grady, Chicago Tribune  
Jack Frawley, DuPage Airport  
Matthew Vonderlaan, Edelman  
Marni Gordon, Edelman  
Cynthia Rogers, Edelman  
Randy Pitzer, Edelman  
GP Yeh, Fermi Lab  
Lori Hewitt, St. Charles Chamber  
Ellen Divita, City of St. Charles  
David Chicoine, University of Illinois  
Kevin Lentz, Knight Infrastructure  
Bill Madden, Harry W. Kuhn Construction

Approval of Minutes

Mbr. Gengler moved to approve the minutes of June 23, 2003. Seconded by Mbr. Goodwin. Roll call vote: 3 ayes: Chairman Gorski and Mbrs. Gengler and Goodwin. No nays. Motion carried.

Award Phase II of Road Construction Contract

Jack Tenison presented the bid tabulation for Phase II of Road Construction completed by Christopher B. Burke Engineering. Harry W. Kuhn, Inc. was the low bidder at \$3,728,912.95 which is approximately \$800,000 less than the next lowest bidder and approximately \$660,000 below the engineer's estimate. Mr. Tenison recommended accepting and approving the lowest bidder, Harry W. Kuhn, Inc. in the amount of \$3,728,912.95 for Phase II Road Construction.

Mbr. Gengler moved to approve Corporate Resolution 2003-11 Award of Phase II of Road Construction Contract. Seconded by Mbr. Goodwin. Roll call vote: 3 ayes: Chairman Gorski and Mbrs. Gengler and Goodwin. No nays. Motion carried.

### Award Phase II of Construction Management

Chris Burke of Christopher B. Burke Engineering (CBBEL) stated that seven firms responded to the request for proposal for Phase II of Construction Management. Bid specifications were prepared regarding the scope of work for construction observation and management. Based on the analysis made by CBBEL it was recommended that a contract be awarded to Kudrna and Associates, Ltd. not to exceed \$204,771.86. Kudrna and Associates, Ltd. were over \$50,000 less than the next lowest response.

Mr. Tenison stated that the previous construction management company, Development Concepts, did not bid because of some bid specification requirements, however the firm has done a very good job with Phase I.

Mbr. Huizenga moved to approve Corporate Resolution 2003-12 Award of Phase II Resident Engineering. Seconded by Mbr. Goodwin. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

### Approve Phase II Engineering for Electrical Power and Fiber Optics

Mr. Tenison stated that Knight Infrastructure was retained by the Technology Board to analyze the power and fiber optics options available to the Technology Park and to coordinate work with the Illinois Department of Transportation regarding the relocation of Route 38. The Tech Park is now in a position to move ahead with the final design of the power and fiber optics systems for the Park. Part of this engineering design work is the development of a communication facility where the various fiber optics will be centered for future distribution to individual buildings within the Park. Knight Infrastructure's task would be the development of the appropriate engineering plans and bid documents for final construction. The goal is to bid this construction work during the 1<sup>st</sup> quarter of 2004.

Mr. Tenison created an ad hoc committee to assist reviewing the various potential options. This group included individuals with technical expertise from Fermi National Laboratory, NASA, representatives of the surrounding community's data processing and internet cabling divisions, and representatives of potential park tenants. Their advice was very valuable in determining an overall distribution topology and a suggested level of necessary infrastructure.

Mr. Tenison recommended that Knight Infrastructure continue on with Phase II engineering design for power line relocation, duct bank development, and communication facility design in an amount not to exceed \$196,500.

Mbr. Huizenga moved to approve Corporate Resolution 2003-13 Approval of Phase II Engineering for Electrical Power and Fiber Optics. Seconded by Mbr. Goodwin. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Approval of Phase II Design for Roadway Landscaping, Directional Signage and Entrance Monuments

Mr. Tenison stated that Smith Group J.J.R. has developed the initial layout of the Park and has assisted in the development of site and building guidelines/standards. The Smith Group has also worked extensively with Christopher B. Burke Engineering in the layout of the main north/south road. In conjunction with their work on the roadway layout it is necessary to prepare detailed plans regarding landscape locations and materials along with entry features and signage. The Smith Group's task would be the development of the appropriate bid documents for final construction. Mr. Tenison stated that the goal is to bid this landscape and construction work late this year for completion in the 2<sup>nd</sup> quarter of 2004. Mr. Tenison recommended engaging Smith Group J.J.R. to develop the landscape plans and bid specifications. The Board discussed the need to provide an open and competitive selection process for all vendors retained. The Board directed the Executive Director to solicit proposals for the landscape plans.

Mbr. Gengler moved that Jack Tenison solicit proposals from qualified firms to prepare landscape plans for the primary north/south road, entry features and signage. Seconded by Mbr. Goodwin. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Approval of Contract for Christopher B. Burke Engineering Regarding Final Engineering for Water Main Infrastructure

Mr. Tenison is recommending continuing to engage Christopher B. Burke Engineering in providing overall engineering coordination of Park construction, watermain design, and stormwater basin improvements in an amount not to exceed \$214,000. The Board was provided with this scope of work detailed in a memo from Mr. Christopher B. Burke dated August 8, 2003.

Mr. Tenison stated that it is necessary to complete the watermain and stormwater basin work. The goal is to coordinate some of the stormwater basin work with the final construction of the north/south road. This coordinated approach will save substantial costs. Through this coordination one of the stormwater basins can be built for almost no additional cost. Mr. Tenison also stated that Mr. Burke provides staff support by reviewing all of the contracts and integrating all of the engineering work.

Mr. Tenison agreed to review Christopher B. Burke Engineering's hourly billing and what has been charged to date and make comparisons with other firms.

Mbr. Huizenga moved to approve Corporate Resolution 2003-15 Approval of Christopher B. Burke Engineering Regarding Final Engineering for Water Main Infrastructure. Seconded by Mbr. Gengler. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Review Staff Recommendation Regarding Request For Qualifications for Exclusive Agents of 166 Acres South of Fabyan and Developer Coordination North of Fabyan

Mr. Tenison gave an update on the RFQ's for exclusive agents of 166 acres south of Fabyan Parkway. Mr. Tenison has reviewed those responses and has transmitted to the Airport Authority staff for their analysis. Mr. Tenison is recommending that the Tech

Park not select an exclusive agent until the Tech Park receives clarification on the outstanding state funding.

This RFQ has raised interest of various developers in playing a lead partnership role in how the Tech Park develops. Mr. Tenison proposed negotiating with these interested concerns, reviewing their proposals and then submitting a comparison analysis to the DAA and Tech Park Boards.

Mbr. Gengler moved to approve Jack Tenison to pursue course of action outlined in his memo of regarding RFQ's for 166 acres South of Fabyan. Seconded by Mbr. Huizenga. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

### **Old Business**

#### Approval of Agreement with Northern Illinois University Regarding Technology Commercialization and Administrative Support

Mr. Tenison provided the Board with the agreement between Northern Illinois University and the Technology Park. Northern Illinois University had received a Department of Commerce and Economic Opportunity grant to stimulate and support the creation of high technology business in the area. Mr. Tenison and Dr. John Lewis of Northern Illinois University agreed on a partnership among the two programs as an excellent means of assisting both programs. Northern Illinois University hired the administrative support person. The Technology Park contributes \$17,000 annually to NIU to be used for salary and benefits of this position.

Mbr. Huizenga moved to approve Corporate Resolution 2003-16 Approval of Annual Service Agreements with Northern Illinois University. Seconded by Mbr. Goodwin. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

#### Approval of Annual Service Agreement with Wolf & Company, L.L.P.

Mr. Tenison provided the Board with the contract between Wolf & Company, L.L.P. and the Technology Park. Wolf & Company, L.L.P. prepares all banking reconciliations, financial reports, payroll and tax reports, all Department of Commerce and Economic Opportunity Reports and the 501(C) (3) Attorney General Reports. They provide the Board with an important check and balance in reviewing the Technology Park's financial records outside of the annual audit process. Mr. Tenison recommended an annual not to exceed funding level of \$14,400. This would be based on a monthly lump sum fee of \$1,200.

Mr. Tenison agreed to provide the Technology Board with the hourly fees for Wolf & Company L.L.P.

Chairman Gorski stated that he will be setting up a time to meet with Jack Tenison and Wolf & Company L.L.P. to review the financials of the Technology Park.

Mbr. Huizenga moved to approve Corporate Resolution 2003-17 Approval of Annual Service Agreement with Wolf & Company, L.L.P. Seconded by Mbr. Gengler. Roll call

vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Approval of Annual Service Agreement with Maurides & Foley, L.L.C.

Mr. Tenison provided the Board with the contract between Maurides & Foley L.L.C. and the Technology Park and has recommended an annual not to exceed funding level of \$120,000 based on actual services provided.

Mbr. Huizenga moved to approve Corporate Resolution 2003-18 Approval of Annual Service Agreement with Maurides & Foley, L.L.C. Seconded by Mbr. Gengler. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Adoption of Future Meeting Dates

Jack Tenison requested that the Board approve the following list for future meeting dates of the DuPage County Technology Board:

October 20, 2003  
January 12, 2004  
March 8, 2004  
May 10, 2004  
July 12, 2004  
September 13, 2004  
November 8, 2004

Mr. Tenison explained that the dates shown are the same dates for the DAA Board meetings and would like to schedule each meeting after the DAA Board meets. The next Board meeting is scheduled for October 20, 2003 after the DAA Board meeting.

Mbr. Goodwin moved to approve Corporate Resolution 2003-19 Adoption of Future Meeting Dates. Seconded by Mbr. Gengler. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

New Business

None

Executive Director's Update

Mr. Tenison officially applied for an extension on the grant agreement for the maximum amount which is two years, extending it until 2005.

Mr. Tenison stated that the Tech Park's Certificate of Deposit ended so funds were transferred from the Certificate of Deposit account into an existing money market account with a rate of 2.5% interest rate for a period of 60 days, after which the account will convert to the Bank's pricing for the Max Money Market account product type. The Bank will also put a floor rate on this account to insure that the interest rate will not fall below 1%.

Adjournment

With no further business remaining before the Board, the meeting was adjourned at 3:06 p.m. on a motion by Mbr. Gengler, seconded by Mbr. Goodwin. Roll call vote: 4 ayes: Chairman Gorski and Mbrs. Gengler, Goodwin and Huizenga. No nays. Motion carried.

Respectfully submitted,

Patti Miller