Public Building Commission

Tuesday, June 9, 2020
County City Building
City Council Chambers
1:30 p.m.

Location Announcement of Nebraska Open Meetings Act: A copy of the Nebraska Open Meetings Act is located on the wall at the rear of the room.

1. CALL TO ORDER

Public Building Commission Meeting

2. MINUTES

Approval of the previous Public Building Commission Meeting

Documents:

PBC Minutes 5 19 20.Pdf

3. OLD BUSINESS

A. Security Update

4. NEW BUSINESS

5. CONTRACT APPROVALS:

A. Amendment to Contract for Annual Services for Electrical Generator Maintenance and Repair #16-115 NMC, Inc.

Documents:

16-115 NMC.pdf

B. Amendment to Contract for Annual Services for Publishing Legal Notices and all other Verbiage Necessary to Conduct City/County/Public Building Commission Business #17-150 Lincoln Journal Star

Documents:

17-150 Lincoln Journal Star.pdf

C. Amendment to Memo of Understanding for On-Site Secure Document Shredding #MOU025 Datashield Corporation

Documents:

MOU025 Datashield Corporation.pdf

6. REPORT FROM ADMINISTRATIVE STAFF

Discussion of administrative items and confirmation of the next Public Building Commission Meeting on July 14, 2020.

7. ADJOURNMENT

MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, MAY 19, 2020 1:30 P.M.
CITY COUNCIL CHAMBERS
COUNTY CITY BUILDING

PRESENT: Richard Meginnis, Roma Amundson, Chris Callahan and Sean Flowerday.

ABSENT: Jane Raybould (logged in via Zoom).

OTHERS PRESENT: Kerin Peterson, Don Taute, Nick Hanna, Kyle Hohenstein, John Kay, Cpt. Witte, Brian Johnson and Margaret Bohy.

The meeting of the Public Building Commission was called to order by Chairperson Richard Meginnis.

The meeting minutes from April 14, 2020 were presented for approval. Chris Callihan motioned for approval and Roma Amundson seconded. The vote carried.

Hall of Justice Front Security Entrance Remodel – Nick Hanna, Clark Enersen and Kyle Hohenstein, Dicky Hind Muir, submitted Payment application #7 for $54,170.90 for approval. Roma Amundson motioned for approval and Sean Flowerday seconded. The vote carried. They then submitted CPR 04 that added 42 days to the original contract for the floor elevations change order previously approved and some shipping complications due to COVID-19. No additional costs with this CPR 04. Roma Amundson motioned for approval and Sean Flowerday seconded. The vote carried. They moved forward to present CPR 03 to add two auto door operators and push buttons at doors 1001 and 1003. The cost is $6,120.00. The openers for the second set of doors were missed in original specifications but is an added value to the project. Sean Flowerday motioned for approval and Roma Amundson seconded. The vote carried. Nick did mention they will be back with an original deduct that should have been an additional cost on CO 1. They are trying to have it to balance out but will report next meeting on specifics.

County Assessor Remodel – John Kay, Sinclair Hille submitted payment application #4 for $72,675.00 for approval. Roma Amundson moved for approval and Chris Callihan seconded the motion. The vote carried. John Kay reported they are on time with a substantial completion on June 9, 2020 and June 30, 2020 final completion. He did report that the furniture is delayed but that is on a different contract.

Security Update – Cpt. Witte and Brian Johnson gave an update that the Sheriff's office received a grant, due to Sara Hoyle's expertise, to purchase a thermal scanner. They are $13,000 approximately and the intent would be to monitor temperatures at the front security entrance. It will be mounted on a tripod much like a camera. It should arrive in 8-10 weeks. Cpt. Witte is asking for the Public Building Commissions approval to use the thermal scanner in the buildings. Roma Amundson moved to approval the agenda item of permission to use a thermal scanner to monitor temperatures on patrons arriving to the buildings due to COVID-19. Chris Callihan seconded. The vote carried. Chris Callihan then motioned for approval to use the thermal scanner on patrons entering the buildings. Roma Amundson seconded. The vote carried.

Roma Amundson motioned to approve the general vouchers for April 2020. Chris Callihan seconded the motion. The vote carried.

"K" Street Security Agreement with Nebraska State Patrol – The Secretary of State resides on 2nd floor of "K" Street Complex and the State Patrol provides rover service with external building checks nightly for $1,560.00/year. Roma Amundson motioned for approval of service. Sean Flowerday seconded the motion. The vote carried.

Amendment to Lease for 2145 'Y" Street Shop – The Public Building Commission leases a general use shop area and the carpenter shop from B&J Partnership dba Speedway Motors. They have proposed $150 per month increase. Roma Amundson motioned for approval with Chris Callihan seconding the motion. The vote carried.

There were five contract approvals submitted by Purchasing:

a. Amendment to Contract for Business Card and Letterhead Printing #18-082 Firespring;
b. Amendment to Contract for Fire Extinguisher Inspection, Testing and Maintenance #19-120 General Fire and Safety Equipment Company;
c. Amendment to Contract for Letterhead Printing #18-082 Cornhusker State Industries;
d. Contract for Residential and Commercial Overhead Door Repair and Replacement #20-030 Pioneer Overhead Door, Inc.;
e. Memo of Understanding for Maintenance, Repair and Operations Supplies #MOU075 Lawson Products;

Roma Amundson motioned for approval of A – C contracts. Sean Flowerday seconded. The vote carried. Sean Flowerday motioned for approval of contract D and Roma Amundson seconded. The vote carried. Roma Amundson motioned for approval of contract E. Sean Flowerday seconded. The vote carried.

The next meeting of the Public Building Commission will be June 9, 2020.

Report from Administrative Staff – Kerin gave a quick update about our budget with the COVID-19 expenditures. We have approved COVID-19 leave for 234 hours. Janitorial is purchasing new and better products. We have used approximately $13,040 of janitorial supplies and PPE gear. Kerin did turn those expenditures into the grant that Sara Hoyle was able to obtain to reimburse expenses. Sean Flowerday gave large credit to Sara Hoyle and her grant expertise. Roma exited the meeting. Kerin shared that our staff carpenter is building permanent partitions for several agencies and departments. The agencies are paying for the material and we are supplying the labor. After questioned about budget Kerin reported we should be under the spending authority with the final pay application for the HOJ Front Entrance not coming thru until next budget year.

With no further business Sean Flowerday moved to adjourn, Chris Callihan seconded. The vote carried and the meeting was adjourned.

AMENDMENT TO CONTRACT
Annual Services
Electrical Generator Maintenance and Repairs
Bid No. 16-115
City of Lincoln and City of Lincoln-Lancaster County Public Building Commission
Renewal
NMC, Inc.

This Amendment is hereby entered into by and between NMC, Inc., 401 Northwest 56th Street, Lincoln, NE 68528 (hereinafter "Contractor") and the City of Lincoln, Lancaster County and the City of Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of amending the Contract dated June 14, 2016 executed under City Directorial Order No. 15226, and executed by the City of Lincoln-Lancaster County Public Building Commission, on June 14, 2016, for Annual Services – Electrical Generator Maintenance and Repairs, Bid No. 16-115, which is made a part of this amendment by this reference.

WHEREAS, the original term of the Contract is June 14, 2016 through Jun 13, 2017, with the option to renew for three (3) additional one (1) year terms upon written mutual consent by all parties; and

WHEREAS, the Contract was amended by City Directorial Order No. 17255, executed by the City of Lincoln on June 12, 2017 to renew the contract for an additional one (1) year term from June 14, 2017 through June 13, 2018; and

WHEREAS, the Contract was amended by City Directorial Order No. 19215, executed by the City of Lincoln on May 11, 2018 to renew the contract for an additional one (1) year term from June 14, 2018 through June 13, 2019; and

WHEREAS, the Contract was amended by City Directorial Order No. 21758, executed by the City of Lincoln on July 1, 2019 to renew the contract for an additional one (1) year term from June 14, 2019 through June 13, 2020; and

WHEREAS, the parties hereby wish to extend the Contract for an additional eleven (11) month term beginning June 14, 2020 through May 13, 2021; and

WHEREAS, the expenditures for the City of Lincoln, Transportation and Utilities - Water for the term of this renewal shall not exceed $20,000.00 without approval by the City of Lincoln; and

WHEREAS, the expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $4,500.00 without approval by the Public Building Commission; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract under City Directorial Order No. 15226, all amendments thereto, and as stated herein, the parties agree as follows:

1) The parties hereby wish to extend the Contract for an additional eleven (11) month term beginning June 14, 2020 through May 13, 2021.
2) The expenditures for the City of Lincoln, Transportation and Utilities - Water for the term of this renewal shall not exceed $20,000.00 without approval by the City of Lincoln.
5) The expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $4,500.00 without approval by the Public Building Commission.
6) All other terms of the Contract, not in conflict with this Amendment, shall remain in force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment upon completion of signatures on:

Vendor Signature Page
City of Lincoln Signature Page
City of Lincoln-Lancaster County Public Building Commission Signature Page

Tracking No. 20050078

Vendor Signature Page

AMENDMENT TO CONTRACT
Annual Services
Electrical Generator Maintenance and Repairs
Bid No. 16-115
City of Lincoln and City of Lincoln-Lancaster County Public Building Commission
Renewal
NMC, Inc.

Please sign, date and return within 5 days of receipt.

E-mail to: Debbie Winkler
dwinkler@lincoln.ne.gov

Company Name:	NMC Inc.
By: (Please Sign)	
By: (Please Print)	Nick Mizaur
Title:	President & COO
Company Address:	11002 Sapp Brothers Drive Omaha NE 68138
Company Phone & Fax:	402-891-8600 402-891-7607
E-Mail Address:	dickwittrock@nmcpower.com
Date:	5/14/2020
Contact Person for Orders or Service	Dick Wittrock
Contact Phone Number:	Cell: 402-429-0354

City of Lincoln Signature Page

AMENDMENT TO CONTRACT
Annual Services
Electrical Generator Maintenance and Repairs
Bid No. 16-115
City of Lincoln and City of Lincoln-Lancaster County Public Building Commission
Renewal
NMC, Inc.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

_____
City Clerk

CITY OF LINCOLN, NEBRASKA

_____
Transportation and Utilities Director

Approved by Directorial Order No._____

dated _____

City of Lincoln-Lancaster County Public Building Commission
Signature Page

AMENDMENT TO CONTRACT
Annual Services
Electrical Generator Maintenance and Repairs
Bid No. 16-115
City of Lincoln and City of Lincoln-Lancaster County Public Building Commission
Renewal
NMC, Inc.

EXECUTION BY LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION

ATTEST:

_____	_____
Public Building Commission Attorney	Chairperson, Public Building Commission
	dated _____

AMENDMENT TO CONTRACT
Annual Service
Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business
Bid No. 17-150
City of Lincoln, Lancaster County and City of Lincoln-Lancaster County Public Building Commission
Renewal
Lincoln Journal Star (Lee Enterprises, Incorporated)

This Amendment is hereby entered into by and between Lincoln Journal Star (Lee Enterprises, Incorporated, 926 "P" Street, Lincoln, NE 68508 (hereinafter "Contractor") and the City of Lincoln, Lancaster County and the City of Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of amending the Contract dated July 13, 2017 executed under City Executive Order No. 90869, and County Contract C-17-0523, dated July 25, 2017, and executed by the City of Lincoln-Lancaster County Public Building Commission, on July 11, 2017, for Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business, Bid No. 17-150, which is made a part of this amendment by this reference.

WHEREAS, the original term of the Contract is June 9, 2017 through June 8, 2018, with the option to renew for three (3) additional one (1) year terms upon written mutual consent by all parties; and

WHEREAS, the Contract was amended by City Executive Order No. 91815, executed by the City on May 8, 2018, and by County Contract C-18-0207 executed by the County Board on May 11, 2018, and executed by the City of Lincoln-Lancaster County Public Building Commission on May 8, 2018 to renew the contract for an additional one (1) year term from June 9, 2018 through June 8, 2019; and

WHEREAS, the Contract was amended by City Directorial Order No. 21385, executed by the City on May 1, 2019, and by County Contract C-19-0337 executed by the County Board on April 30, 2019, and executed by the City of Lincoln-Lancaster County Public Building Commission on May 14, 2019 to renew the contract for an additional one (1) year term from June 9, 2019 through June 8, 2020; and

WHEREAS, the parties hereby renew the Contract for an additional one (1) year term beginning June 9, 2020 through June 8, 2021; and

WHEREAS, the expenditures for the City of Lincoln for the term of this renewal shall not exceed $20,000.00 without approval by the City of Lincoln; and

WHEREAS, the expenditures for Lancaster County for the term of this renewal shall not exceed $5,500.00 without approval by the Lancaster County Board; and

WHEREAS, the expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $3,000.00 without approval by the Public Building Commission; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract under City Executive Order No. 90869 and County Contract C-17-0523, all amendments thereto, and as stated herein, the parties agree as follows:

1) The parties hereby renew the Contract for an additional one (1) year term beginning June 9, 2020 through June 8, 2021.
2) The expenditures for the City of Lincoln for the term of this renewal shall not exceed $20,000.00 without approval by the City of Lincoln.
3) The expenditures for Lancaster County Department for the term of this renewal shall not exceed $5,500.00 without approval by the Lancaster County Board.

4) The expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $3,000.00 without approval by the Public Building Commission.
5) All other terms of the Contract, not in conflict with this Amendment, shall remain in force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment upon completion of signatures on:

Vendor Signature Page
City of Lincoln Signature Page
Lancaster County Signature Page
City of Lincoln-Lancaster County Public Building Commission Signature Page

Vendor Signature Page

AMENDMENT TO CONTRACT
Annual Service
Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business
Bid No. 17-150
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Lincoln Journal Star (Lee Enterprises, Incorporated)

email to: bcrooks@lincoln.ne.gov

Please sign, date and return within 5 days of receipt.

Company Name:	
By: (Please Sign)	
By: (Please Print)	
Title:	
Company Address:	
Company Phone & Fax:	
E-Mail Address:	
Date:	
Contact Person for Orders or Service	
Contact Phone Number:	

City of Lincoln Signature Page

AMENDMENT TO CONTRACT
Annual Service
Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business
Bid No. 17-150
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Lincoln Journal Star (Lee Enterprises, Incorporated)

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

_____
City Clerk

CITY OF LINCOLN, NEBRASKA

_____
Finance Director

Approved by Directorial Order No._____

dated _____

Lancaster County Signature Page

AMENDMENT TO CONTRACT
Annual Service
Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business
Bid No. 17-150
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Lincoln Journal Star (Lee Enterprises, Incorporated)

EXECUTION BY LANCASTER COUNTY, NEBRASKA

Contract Approved as to Form:

_____
Deputy Lancaster County Attorney

The Board of County Commissioners of Lancaster, Nebraska

_____

_____

_____

_____

_____

dated _____

City of Lincoln-Lancaster County Public Building Commission
Signature Page

AMENDMENT TO CONTRACT
Annual Service
Publishing Legal Notices and all Other Verbiage Necessary to Conduct City/County/Public Building Commission Business
Bid No. 17-150
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Lincoln Journal Star (Lee Enterprises, Incorporated)

EXECUTION BY LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION

ATTEST:

_____ _____
Public Building Commission Attorney Chairperson, Public Building Commission

dated _____

AMENDMENT TO MEMORANDUM OF UNDERSTANDING
On-Site Secure Document Shredding
State of NE Contract No. 81421 O4
MOU025
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Datashield Corporation

This Amendment is hereby entered into by and between Datashield Corporation, 4518 F Street, Omaha, NE 68117-1402 (hereinafter "Contractor") and the City of Lincoln, Lancaster County and the City of Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of amending the Memorandum of Understanding (MOU) dated August 8, 2018 executed under City Directorial Order No. 19854, and County Contract C-18-0468, dated August 7, 2018, and executed by the City of Lincoln-Lancaster County Public Building Commission, on July 10, 2018, for On-Site Secure Document Shredding, MOU025, which is made a part of this amendment by this reference.

WHEREAS, the original term of the MOU is July 15, 2018 through July 14, 2019, with the option to renew for eight (8) additional one (1) year terms upon written mutual consent by all parties; and

WHEREAS, the Memorandum of Understanding was amended by City Directorial Order No. 21893, executed by the City on August 2, 2019, and by County Contract C-19-0602, executed by the County Board on August 6, 2019, and executed by the City of Lincoln-Lancaster County Public Building Commission on July 9, 2019, to renew the MOU for an additional one (1) year term from July 15, 2019 through July 14, 2020; and

WHEREAS, the parties hereby renew the MOU for an additional one (1) year term beginning July 15, 2020 through July 14, 2021; and

WHEREAS, the expenditures for the City of Lincoln for the term of this renewal shall not exceed $15,000.00 without approval by the City of Lincoln; and

WHEREAS, the expenditures for Lancaster County for the term of this renewal shall not exceed $6,000.00 without approval by the Lancaster County Board; and

WHEREAS, the expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $1,000.00 without approval by the Public Building Commission; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the MOU under City Directorial Order No. 19854 and County Contract C-18-0468, all amendments thereto, and as stated herein, the parties agree as follows:

1) The parties hereby renew the MOU for an additional one (1) year term beginning July 15, 2020 through July 14, 2021.
2) The expenditures for the City of Lincoln for the term of this renewal shall not exceed $15,000.00 without approval by the City of Lincoln.
3) The expenditures for Lancaster County for the term of this renewal shall not exceed $6,000.00 without approval by the Lancaster County Board.
4) The expenditures for the City of Lincoln-Lancaster County Public Building Commission for the term of this renewal shall not exceed $1,000.00 without approval by the Public Building Commission.
5) All other terms of the MOU, not in conflict with this Amendment, shall remain in force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment upon completion of signatures on:

Vendor Signature Page
City of Lincoln Signature Page
Lancaster County Signature Page
City of Lincoln-Lancaster County Public Building Commission Signature Page

Vendor Signature Page

AMENDMENT TO MEMORANDUM OF UNDERSTANDING
On-Site Secure Document Shredding
State of NE Contract No. 81421 O4
MOU025
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Datashield Corporation

Please sign, date and return within 2 days of receipt.

Mail to: City/County Purchasing
Attn: Lori L. Irons
440 So. 8th St., Ste. 200
Lincoln, NE 68508
Or email to: llirons@lincoln.ne.gov

Company Name:	
By: (Please Sign)	
By: (Please Print)	
Title:	
Company Address:	
Company Phone & Fax:	
E-Mail Address:	
Date:	
Contact Person for Orders or Service	
Contact Phone Number:	

City of Lincoln Signature Page

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AMENDMENT TO MEMORANDUM OF UNDERSTANDING
On-Site Secure Document Shredding
State of NE Contract No. 81421 O4
MOU025
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Datashield Corporation

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

_____
City Clerk

CITY OF LINCOLN, NEBRASKA

_____
Finance Director

Approved by Directorial Order No._____

dated _____

Lancaster County Signature Page

AMENDMENT TO MEMORANDUM OF UNDERSTANDING
On-Site Secure Document Shredding
State of NE Contract No. 81421 O4
MOU025
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Datashield Corporation

EXECUTION BY LANCASTER COUNTY, NEBRASKA

Contract Approved as to Form:

_____
Deputy Lancaster County Attorney

The Board of County Commissioners of
Lancaster, Nebraska

_____

_____

_____

_____

_____

dated _____

City of Lincoln-Lancaster County Public Building Commission
Signature Page

AMENDMENT TO MEMORANDUM OF UNDERSTANDING
On-Site Secure Document Shredding
State of NE Contract No. 81421 O4
MOU025
City of Lincoln, Lancaster County and
City of Lincoln-Lancaster County Public Building Commission
Renewal
Datashield Corporation

EXECUTION BY LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION

ATTEST:

_____ _____
Public Building Commission Attorney Chairperson, Public Building Commission

dated _____