



**GENERAL PROGRESS SUMMARY**

Crews pushed into the third month of construction this week as work on footings and foundation walls continue on the south side of the site. Masonry will begin this week on the north side, with two crews scheduled to lay the north shafts. Footings and foundation work will continue into early December.

**SCHEDULE UPDATE**

OVERALL SCHEDULE		MILESTONES	
ORIGINAL COMPLETION	05/24/2027	MEP Basement Mass Excavation	10/31/2025
PROJECTED COMPLETION	05/24/2027	North Foundations/Walls Complete	11/07/2025

The project is currently progressing on schedule with an anticipated completion date of 05/24/2027.

**UPCOMING WORK**

NEXT WEEK (11/24/25)	SECOND WEEK (12/01/25)	THIRD WEEK (12/08/25)
<ul style="list-style-type: none"> <li>- North Masonry Shafts</li> <li>- Continue Footings &amp; Foundation Walls</li> </ul>	<ul style="list-style-type: none"> <li>- Continue North Masonry Shafts</li> <li>- Continue Footings &amp; Foundation Walls</li> </ul>	<ul style="list-style-type: none"> <li>- Begin South Masonry Shafts</li> <li>- Interior Pad Foundations</li> <li>- Building Pad Subbase Aggregate</li> <li>- Mech. Room Underground Plumbing</li> </ul>





**P.J. Hoerr, Inc.**  
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**Project: 11190 Tazewell County Justice Center Annex**  
 1 Capitol St  
 Pekin, Illinois 61554

## OAC Meeting Minutes: Meeting #4

**Meeting Date** Oct 23, 2025 **Meeting Time** 11:00 am - 12:00 pm Central Time (US & Canada)  
**Meeting Location** Jobsite Office Trailer  
**Overview** The purpose of this meeting is to coordinate between the Owner, Architect, and Contractor.

**Notes**

**Attachments**

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Devin Birch	Austin Engineering		dbirch@austinengineeringcompany.com	
Erik Avila	P.J. Hoerr, Inc.	P: 6024781026	erik@pjhoerr.com	
Matt Brown	P.J. Hoerr, Inc.	P: 309-688-9567	mattb@pjhoerr.com	
Brian Eddy	P.J. Hoerr, Inc.	P: 309-688-9567	beddy@pjhoerr.com	
Bryce Reed	P.J. Hoerr, Inc.	P: 309-688-9567	bryce@pjhoerr.com	
John Sutherland	P.J. Hoerr, Inc.	P: 3096889567	john@pjhoerr.com	
Mindy Darcy	Tazewell County		mdarcy@tazewell-il.gov	
Mike Schone	Tazewell County		mschone@tazewell-il.gov	
Matt Bickel	Wold Architects and Engineers	P: (847) 241-6100	mbickel@woldae.com	
Brandon Schoo	Wold Architects and Engineers	P: (847) 241-6100	bschoo@woldae.com	
Tyler Severson	Wold Architects and Engineers	P: (847) 241-6100	tseverson@woldae.com	

### Safety

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	PPE	Brian Eddy (P.J. Hoerr, Inc.)			Open
<b>Description</b> Required PPE <ul style="list-style-type: none"> <li>• Hard Hat</li> <li>• High Visibility Safety Gear</li> <li>• Safety Glasses</li> <li>• Boots</li> </ul> In-Meeting Notes:						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status

- no changes made

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	1	Current Work	Brian Eddy (P.J. Hoerr, Inc.)			Open
<p><b>Description</b>                      Current Work Considerations:</p> <ul style="list-style-type: none"> <li>• Heavy Equipment and loader operations have risk of struck by                             <ul style="list-style-type: none"> <li>◦ Stay clear of equipment</li> <li>◦ Situational Awareness</li> <li>◦ High Visibility PPE</li> <li>◦ Check in with PJH Superintendent upon arrival onsite</li> </ul> </li> <li>• Open Excavations                             <ul style="list-style-type: none"> <li>◦ Respect the flagging</li> <li>◦ Stay clear of excavations or openings</li> <li>◦ Do not approach edge of excavations or open pits</li> <li>◦ Check in with Superintendent upon arrival onsite</li> <li>◦ Proper sloping and benching</li> </ul> </li> </ul> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>• down to 2 entrances</li> </ul>						

**Three Week Look Ahead**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Three Week Look Ahead	Brian Eddy (P.J. Hoerr, Inc.)			Open
<p><b>Description</b>                      See attached document:</p> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>• Masonry starting in the next couple of weeks</li> </ul>						
<p><b>Attachments</b>  <a href="#">4-Week Schedule 10-23.pdf</a></p>						

**RFI's**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFI Log	Matt Brown (P.J. Hoerr, Inc.)			Open
<p><b>Description</b>                      Currently no open RFI's</p> <p>In-Meeting Notes:</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
						<ul style="list-style-type: none"> <li>ongoing discussion between engineer &amp; manufacturer</li> </ul>

**Submittals**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Submittal Log	Matt Brown (P.J. Hoerr, Inc.)			Open
<p><b>Description</b> Please see attached Submittal Log</p> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>anything concrete and masonry reinforcement-related in the works                             <ul style="list-style-type: none"> <li>will possibly continue with prism testing</li> <li>Collin to meet with Kent for further details</li> </ul> </li> </ul>						
<p><b>Attachments</b> <a href="#">Submittal Log 10-23.pdf</a></p>						

**Change Management**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Change Orders and Contingency	Matt Brown (P.J. Hoerr, Inc.)			Open
<p><b>Description</b></p> <ul style="list-style-type: none"> <li>Please see attached Owner's Contingency Log</li> <li>Please see attached Contractor's Contingency Log</li> <li>No Change Orders to date</li> </ul> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>no Owner CO's</li> <li>waiting on steel guy for cost projections                             <ul style="list-style-type: none"> <li>will get something by Tuesday next week</li> </ul> </li> <li>only 1 Contingency item</li> </ul>						
<p><b>Attachments</b> <a href="#">TCNJCA Owner's Contingency Log 10-23.pdf</a>, <a href="#">TCNJCA Contractor's Contingency Log 10-23.pdf</a></p>						

**Pay Requests**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Pay Application Status	Matt Brown (P.J. Hoerr, Inc.)			Open
<p><b>Description</b>                      Next pay application expected the first week of November.</p> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>• PR 5 coming soon</li> <li>• PR 7 coming next week                             <ul style="list-style-type: none"> <li>◦ for architectural stuff</li> </ul> </li> <li>• Pay App for Oct. has been paid; next Pay App will come in first week of Nov.</li> </ul>						

**New Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	VE Item Finalization	Matt Brown (P.J. Hoerr, Inc.)			Open
<p><b>Description</b>                      Discuss Plan to complete the VE Process</p> <ul style="list-style-type: none"> <li>• Electrical                             <ul style="list-style-type: none"> <li>◦ Weekly meetings have been established, and good progress is being made towards completing this portion of the work. We anticipate the portion of selecting items for VE being complete in approximately a week. This will be followed by new documents being issued.</li> </ul> </li> <li>• Architectural                             <ul style="list-style-type: none"> <li>◦ VE items are being vetted.</li> <li>◦ <i>Wold</i> to provide trim details</li> <li>◦ Weekly meeting to be established</li> </ul> </li> <li>• Mechanical                             <ul style="list-style-type: none"> <li>◦ Need Owner buy in on a few Items                                     <ul style="list-style-type: none"> <li>▪ To be addressed in forthcoming weekly meeting</li> <li>▪ Discussion - progress and future meetings to discuss</li> </ul> </li> <li>◦ Other Items are being reviewed, and progress will be updated.</li> </ul> </li> </ul> <p>In-Meeting Notes:</p> <ul style="list-style-type: none"> <li>• Electrical, mechanical VE items finalized                             <ul style="list-style-type: none"> <li>◦ will be broken down just like a CO</li> </ul> </li> <li>• Awaiting submittal from AV tech                             <ul style="list-style-type: none"> <li>◦ was supposed to come in last week</li> <li>◦ to come next week; reaching out ASAP...</li> </ul> </li> <li>• Furniture Selections                             <ul style="list-style-type: none"> <li>◦ have been made, yet to hear about any major changes</li> </ul> </li> </ul>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
		◦ chairs have arrived				

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting. Please contact P.J. Hoerr, Inc. if there are any discrepancies or questions with the content of these minutes.

10/23/2025

Tazewell County Justice Center Annex  
4 Week Schedule



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Bloomington/Normal Office: 117 Mark Lane, Normal, IL 61761 • Phone: 309.888.9567 • Fax: 309.888.9558

Description	Responsible Contractor	10/20	10/21	10/22	10/23	10/24	10/27	10/28	10/29	10/30	10/31	11/3	11/4	11/5	11/6	11/7	11/10	11/11	11/12	11/13	11/14	Comments	
Remaining Excavation	Hein	X	X	X	X	X	X	X	X	X	X												
Masonry Shafts	Summit											X	X	X	X	X	X	X	X	X	X	X	
Form/Pour Foundations & Footings	P.J. Hoer	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	



### Owner's Contingency Log

Project Name:  
October 23, 2025

Tazewell County New Justice Center Annex

Job #: 11190

Original Contingency Value: \$890,386.00

Current Contingency Value: \$857,787.75

OCA#	PR Date	Description	Date Submitted	Proposed Total	Actual Total	Status
1		PR #1 City Review Comments (ROM)		\$ 6,500.00		In Progress
2	09/18/25	Asbestos Removal at Times Building		\$ 32,598.25	\$ 32,598.25	Approved
3		PR #2 Structural Stee Framing Modification (TBD)		\$ -		In Progress
4		PR #3 Elevator Shaft Adjustments (ROM)		\$ 17,000.00		In Progress
5				\$ -		
6				\$ -		
7				\$ -		
8				\$ -		
9				\$ -		
10				\$ -		
11				\$ -		
12				\$ -		
13				\$ -		
14				\$ -		
15				\$ -		
16				\$ -		
17				\$ -		
18				\$ -		
19				\$ -		

### Contractor's Contingency Log

Project Name:  
October 23, 2025

Tazewell County New Justice Center Annex

Job #: 11190

Original Contingency Value: \$890,386.00

Current Contingency Value: \$848,117.57

CCI #	PR Date	Description	Date Submitted	Proposed Total	Actual Total	Status
1	<del>09/10/25</del>	<del>Stabilization for Excavated Set Back</del>				
2	10/01/25	Shoring for existing wall at Elizibeth		\$ 42,268.43	\$ 42,268.43	Completed
3				\$ -		
4				\$ -		
5				\$ -		
6				\$ -		
7				\$ -		
8				\$ -		
9				\$ -		
10				\$ -		
11				\$ -		
12				\$ -		
13				\$ -		
14				\$ -		
15				\$ -		
16				\$ -		
17				\$ -		
18				\$ -		
19				\$ -		