



**City of Woodstock**  
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Roscoe C. Stelford III  
City Manager

**SPECIAL MEETING**  
**WOODSTOCK CITY COUNCIL**  
**Council Chambers**  
**Woodstock City Hall**  
**August 23, 2016**  
**7:00PM**

**AGENDA**

**CALL TO ORDER:** The purpose of the Special Meeting is the Award of Bid – Old Courthouse Windows

**ROLL CALL:**  
**TELEPHONIC ATTENDANCE:** Approval of Telephonic Attendance by Mayor Brian Sager

**ROLL CALL:**

**PUBLIC COMMENTS:**

**AGENDA ITEMS:** 1.) **Award of Bid – Old Courthouse Windows**  
Authorization to Award the Bid for the Replacement of a Portion of the Old Courthouse Windows to Sjostrom & Sons for the Base Bid (i.e., Installing Pine Windows on the Westside) and Alternate 1 (i.e., South Wall, First and Second Story Windows) for a total cost of \$205,989.

**ADJOURN:**

*NOTICE: In compliance with the American's With Disabilities Act (ADA), this and all other City Council meetings are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed, please call the City Manager's Office at 815/338-4301 at least 72 hours prior to any meeting so that accommodations can be made.*



# City of WOODSTOCK

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## MEMORANDUM

Date August 22, 2016  
To: Roscoe Stelford, City Manager  
From: Nancy Baker, City Planner

### RE: OLD COURTHOUSE WINDOW PHASE 1 WINDOW BID AWARD

At the August 16<sup>th</sup> Council meeting, Staff was directed to provide additional details concerning the replacement window project for the Old Courthouse, including a proposed plan for the actual replacement process, identification of the windows planned for replacement via this phase of the project, and additional details concerning the configurations, manufacture, warranties and potential colors for the new windows. Additional information has been developed and attached to this report for Council's review. The information previously presented for Council's consideration has also been provided below.

In March, 2016, the City Council approved an agreement for architectural services to survey the existing windows in the Old Courthouse, prepare bid plans, specifications, documents, cost estimates, assistance through the bidding process and contract administration. The survey was completed for the entire building and plans for Phase 1 were presented to and approved by the Historic Preservation Commission in June. A variety of windows exist on the west and south side including some original 1857 divided lite sash, 1905 single lite sash, replacement sash from the 1920s or early 30s, a roller shutter track system, smaller sash that were installed when the third floor was created, two glass block windows, and a steel window. After looking at the variety of conditions and the full extent of deterioration, combined with the need to make the windows safe and more energy efficient, the architect recommended full replacement of all windows. The work will be done from the outside so that the interior historic window casings will remain intact.



Phase 1 of the project includes the replacement of all windows on the west side of the Old Courthouse (except the steel window) with new Marvin aluminum clad, insulated glass, wood windows and aluminum exterior trim that will duplicate the appearance of the windows on the Courthouse in 1905. The new windows will have simulated divided lites with spacer bars in the middle. True divided lite windows are only available with much wider wood muntin bars than were used in the original windows. Phase 1 also includes the salvage and relocation of three upper sashes to the east side to replace sashes which are immediate safety concerns, and the replacement of two steel doors on the west side of the building.

The bid included two alternates—Alternate 1 is for the replacement of the windows on the first and second stories on the south side of the building (it does not include the ground floor). Alternate 2 substitutes aluminum clad mahogany for the aluminum clad pine which is specified in the base bid.

It is noted that the Old Courthouse window openings are very large and very few companies produce windows of this size. (Window heights in the original part of the courthouse range between 10 and 12 feet.) Even fewer companies are able to manufacture windows which will match the appearance of the existing windows. Bidders could substitute an equivalent window produced by another manufacturer if the window met all the same specifications as the Marvin window and was approved by the architect.

Original windows and trim will be salvaged for possible reuse on the front of the building, though the structural integrity of the sash materials may ultimately preclude reuse. Because the relocation of the three sashes from west to east will occur early on in the project, only those three openings on the west side will need to be covered with plywood for several weeks.

The bid notice was published in the *Northwest Herald*, listed on the City's website and additional bidders whose names were obtained from various sources including the Landmarks Illinois' resource list were notified of the project. Plans were available in digital format and were requested by 26 companies/individuals.

Bids were due August 4, 2016. Only one bid was received. That bid, including Alternate 1, is less than the project cost estimate and less than the amount budgeted for the Old Courthouse for FY16/17.

The bid received from Sjostrom & Sons, Inc. consists of:

Base Bid	\$168,963
Alternate 1 (replace south windows)	\$ 37,026
Alternate 2 (mahogany in lieu of pine)	\$ 70,895

Sjostrom & Sons, Inc. has worked on historic and municipal buildings along with many commercial projects and is qualified to do this work. Gary W. Anderson Architects has reviewed the bid and determined it meets the bid requirements.

Though mahogany is denser and more resistant to water and insect damage than pine, the aluminum cladding, combined with proper building maintenance should protect the pine

windows for many years, thus allowing the \$70,895 to be spent on other much needed rehabilitation projects in the future.

**RECOMMENDATION:**

**Therefore, after the reviewing the bid, it is recommended that the City Council award the bid for the Old Courthouse Window Replacement Phase 1 project including the base bid (pine windows) and Alternate 1 (south wall first and second story windows) to Sjostrom & Sons, Inc. for a total cost of \$205,989.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager

McHenry County Court House, Woodstock



## **INTERPRETING THE COURTHOUSE AND SHERIFF'S HOUSE WINDOWS**

The Courthouse and Sheriff's House have undergone various changes since they were originally constructed. When making decisions regarding restoration or rehabilitation, it is advisable to interpret the building to appear as it did during the period of time it was historically or architecturally significant.

## 1905 Appearance

The Courthouse was constructed in 1857. In 1903, the County eliminated exterior stairs on the west side of the building and made major interior alterations. An addition was completed on the north end of the building in 1904 and on the south end in 1905. The design of these additions honored the design of the original structure--which was not the case with subsequent additions.

The City Council approved the Historic Preservation Commission's recommendation that design decisions be based on the appearance of the building upon the completion of the 1905 addition. Although we don't have a photograph with an exact 1905 date, there are several photos from the general time period.



## Sheriff's House and Jail Appearance

The Historic Preservation Commission included the Sheriff's House and Jail in the 1905 appearance. However, it was later learned that the jail underwent a major remodel in 1912 that can't be "undone." Therefore, 1912 is a better date for decisions regarding the Sheriff's House and Jail.



## Sheriff's House



This image of the front of the Sheriff's House was taken in the early 20<sup>th</sup> century and was a good reference for the 2014 stair project.

## Sheriff's House Windows

The wood double hung windows on the Sheriff's House were missing hardware, painted shut, and some sash joints were loose, but the windows were in good overall condition for their age and they were restored to be fully operational.



The new paint scheme was selected to compliment the color of the building and the color scheme on the adjoining courthouse. It was also designed to highlight the beautiful architectural details of the windows that went largely unnoticed with the previous paint scheme. The windows were similarly detailed in the photo on the previous slide.



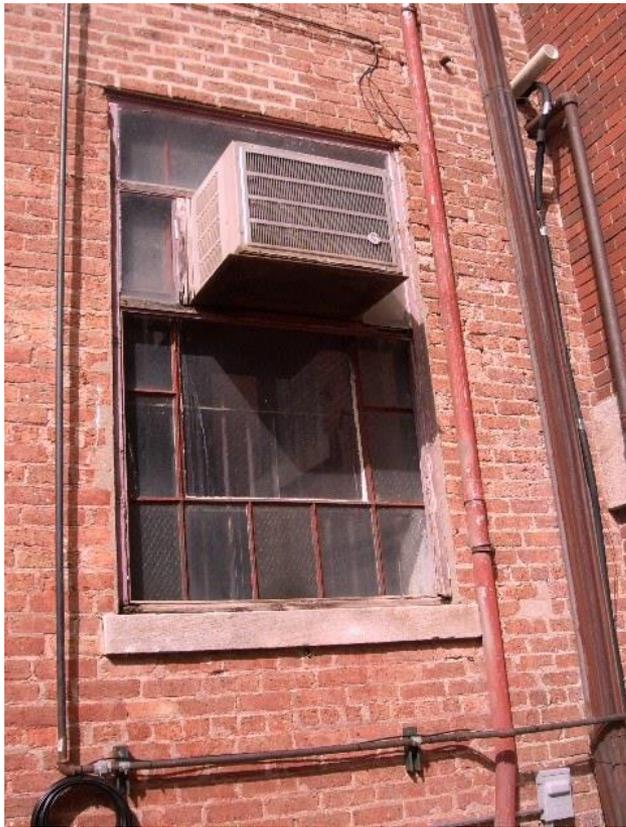


As the building is fully restored, the window colors will be incorporated into other trim and details which will bring out the colors of the windows further.

## Jail Windows

The 1912 jail windows were originally red in color.

The decision was made to use one of Graham Window's standard colors, rather than trying to get the already reluctant manufacturer to produce a custom color that would cause further delay. Though not an exact match, the red color is fairly similar to the historic window color and complements the different brick colors on the building.



# Overall Plan for Courthouse Windows

The work described below will be illustrated on subsequent slides.

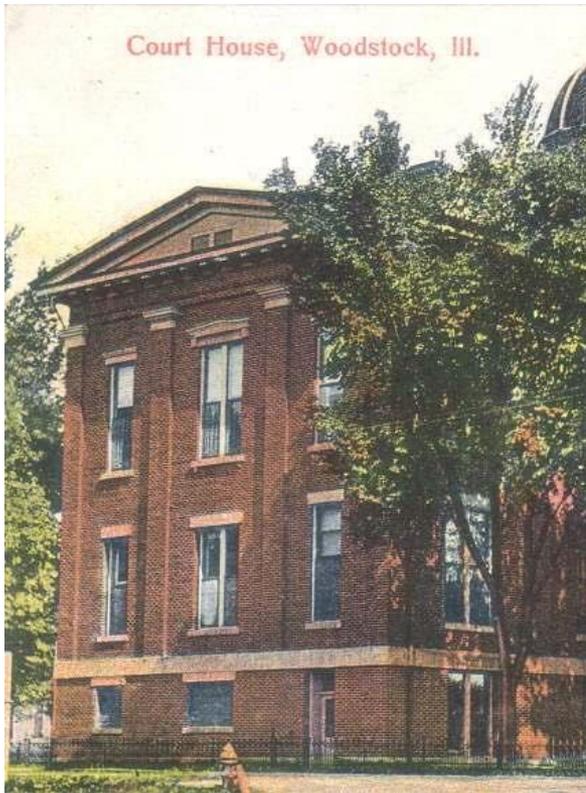
- 1. Phase 1.** Replace all windows on the west side (except the metal window in the connector hallway at ground level which will be scraped and painted) with Marvin Ultimate Double Hung Magnum aluminum clad wood windows. Divided lites will match the 1905 appearance where applicable. (6 over 6 for wider sash, 4 or 4 for narrow sash). The original window trim profile will be duplicated out of aluminum.
- 2. Phase 1.** Salvage all original window sash and some window trim for potential reuse on the front of the building.
- 3. Phase 1.** Replace the first and second story windows on the south side with Marvin Ultimate Double Hung Magnum aluminum clad wood windows. Eliminate non-original wood framework on first story vault windows
- 4. Phase 2.** Replace ground level windows on south wall with Marvin Ultimate aluminum clad wood double hung windows (with original door resolution yet to be determined).
- 5. Phase 2.** The front (east) wall window plan is still being analyzed. Options include replacing all windows with Marvin Ultimate Double Hung Magnum aluminum clad wood windows; replacing sash on north and south additions with new wood sash and rebuilding 1858 original windows which may also require custom built replicas. Windows would be painted to match the color of the aluminum clad windows. NOTE: The new windows will be insulated glass windows with low maintenance exteriors. No painting will be required. If the historic windows are re-used on the front of the Courthouse, there is not an easy solution to achieve energy efficiency. Preservation recommendations generally specify that storm windows will help with heat loss; however, a suitable storm window option has not yet been identified for this building.
- 6. Phase 2.** Options are also being considered for the door opening on the south side of the front stairway. Options include a door that matches the Public House entry door; however, this could be confusing to their customers. A non-operable solid door could be used at this location to complete the historic appearance. If a window is installed instead, a 6 over 6 window that matches the others would be utilized.

The photo below illustrates the range of window styles on the west side of the Courthouse.



## South Side

The original window sash on the 1904 (north) and (1905) south addition were one lite (piece of glass) over one lite (1 over 1). A roller shutter system was mounted in the wall on the ground and first floors.



The wood framework on the first floor windows was added later and will be eliminated with the new windows. The second story glass block window will be replaced with a 1 over 1 sash. The bricked in window opening will remain as this was probably the original construction.



# Window lite configuration in bid specifications

*(Please excuse the amateur photo alterations.)*



## Full Height Windows on Second Story

When the floor creating a third story was installed, most of the windows were changed to smaller double hung windows “stacked” one above the other with a wood panel in between to hide the floor—all within the original window frame.

This treatment was not done for the windows at the northwest corner and the end of the floor can be seen from the exterior.

The bid specifications call for a return to full height windows with the exposed wood floor joists painted a charcoal color, so they will be less visible.

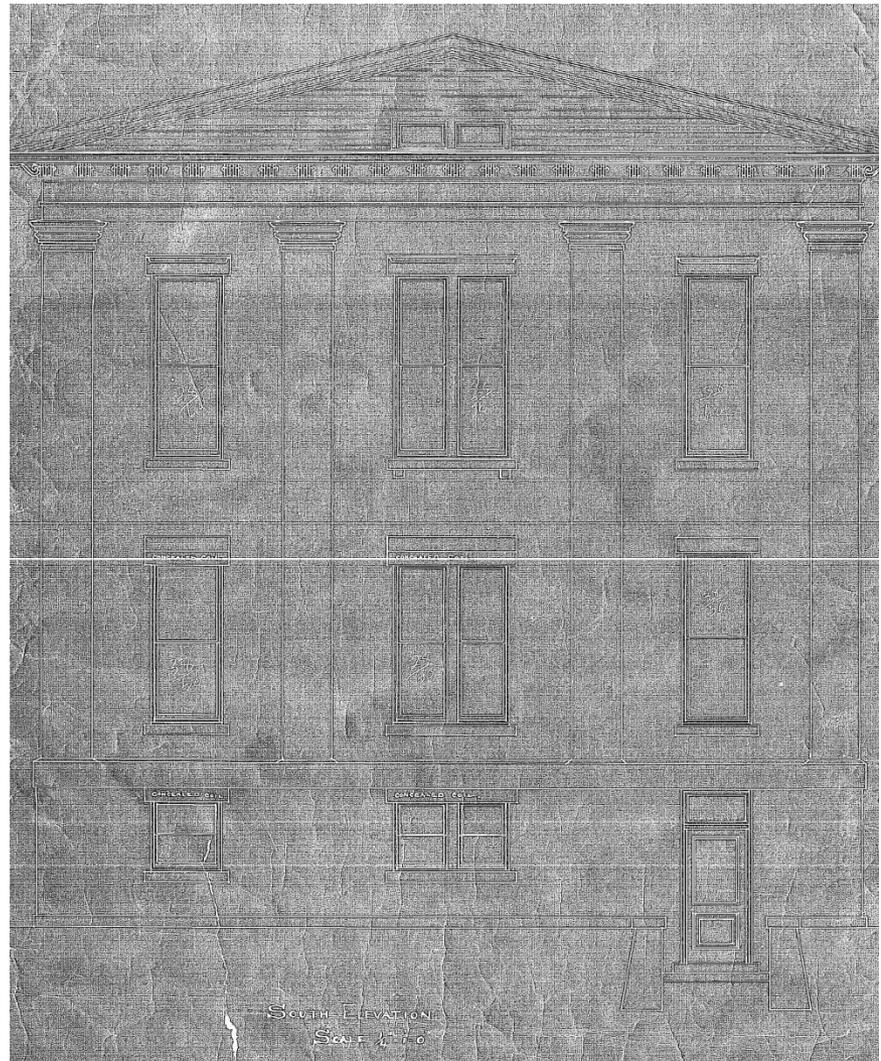


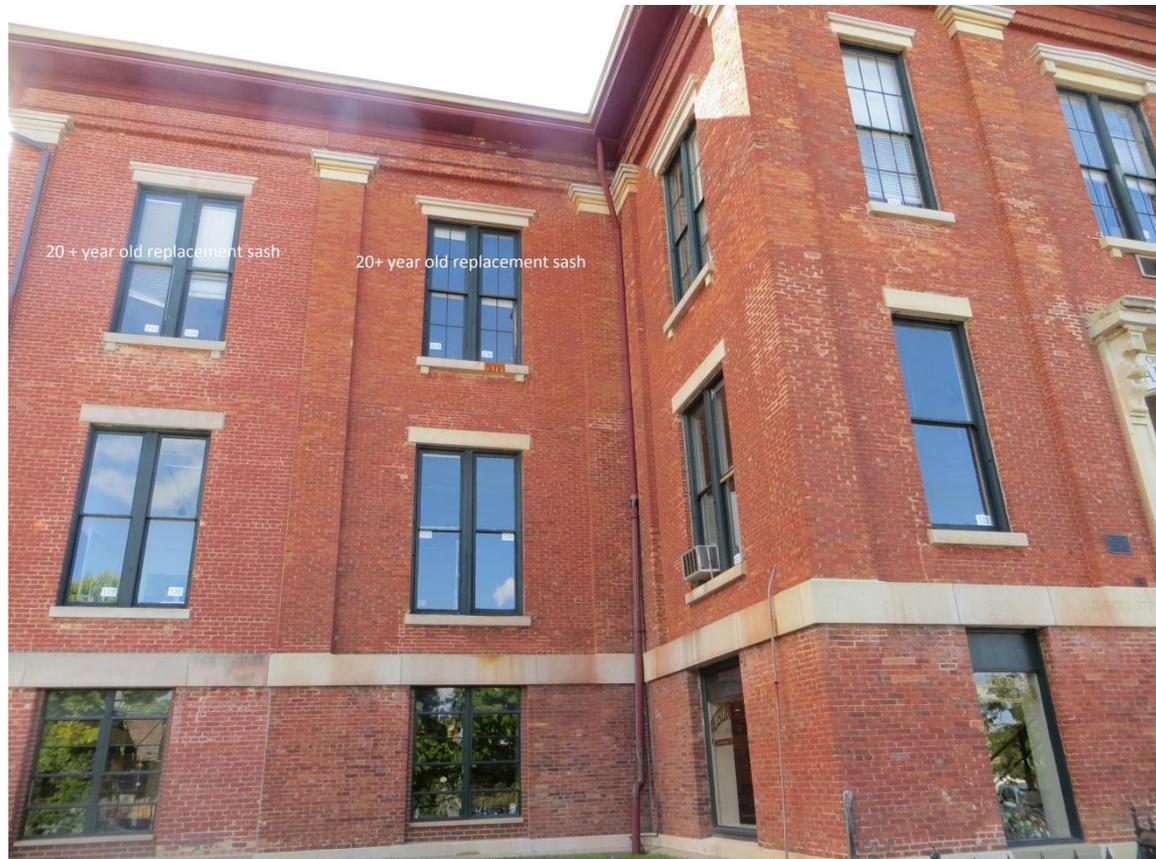
## South Side Ground Level

The ground floor of the south side of the 1905 addition was designed to have short double hung windows and a door. The ground floor windows are not included in the 2016 project; however, they will be replaced in the next phase.

We are still evaluating options for the opening which was originally a door. The door was eliminated in the 1970s. The historic door cannot be easily duplicated. The floor in the restaurant is higher than the original floor which is below the exterior grade. An additional emergency exit is very desirable and a door without a transom could be installed at grade, however it would disrupt dining room seating.

If the opening remains a window, the window would look like the one on the left side of the drawing.





Like the west side, there are several different eras of windows on the front of the Courthouse. The second story windows on the 1857 part of the structure appear to be original, though some of the glass has been replaced. Two window sash (four lites over four lites) were replaced with similar sash approximately 20 years ago. The 1905 addition window sash (one over one) were also replaced around 20 years ago with similar sash.



First story windows on the original 1857 structure were replaced in the 1920s or 30s with one lite over one lite sash. Some ground floor windows were probably installed in the 1950s and the large fixed pane windows were installed in the 1970s with the exception of the fixed pane window on the right which was installed in 2014 to accommodate the Public House.



## **Courthouse windows c. 1905**

This photo serves as an excellent reference for the appearance of the windows in 1905.

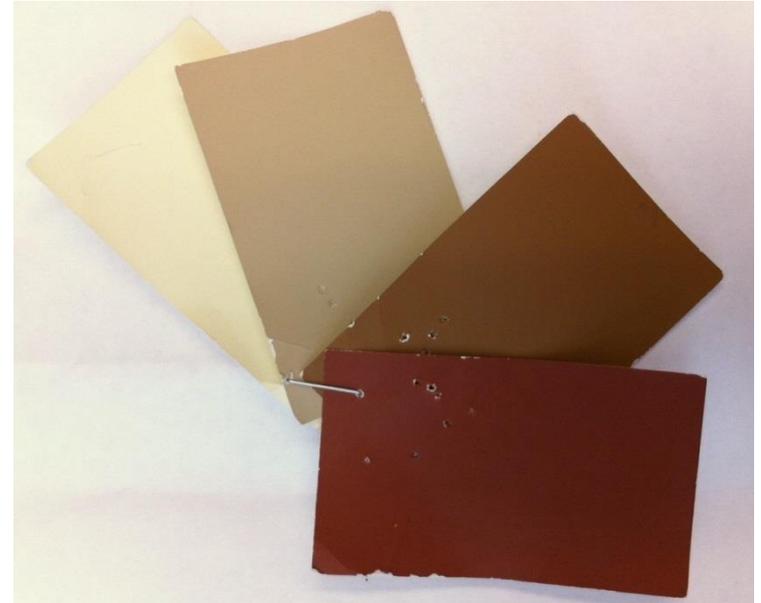


## Planned Window Configuration

Though we are still examining options for the front of the building, the sash configuration will follow the 1905 photo. The photo above has been altered to show the planned sash configuration.

# Color Scheme

The color scheme that has been developed for the courthouse utilizes four colors which complement the brick and limestone. This color scheme evolved after looking at the numerous layers of paint on the cupola.



The Sheriff's House and Jail has historically been painted in the same colors as the courthouse. Both were the same color (red brick with white trim) prior to the county vacating the buildings. The walls were sandblasted to remove the paint. The new color scheme uses a slightly lighter version of the colors that were used on the courthouse.



## 1905 Window Details

In the late 19<sup>th</sup> and early 20<sup>th</sup> century, it was stylistically popular to paint the window trim a light color (usually the main trim color on the building) and to paint the window sash a darker color.

## Color Choice

The Marvin aluminum clad wood windows are available in 19 standard clad colors.

The bid specifications did not specify a color and the final selection has not yet been made. Based on the colors already used on the cupola three color options have been prepared.



Color Option 1—(Preferred Option)  
(sierra white window trim, wineberry sash)



# Color Option 2

(sierra white trim, cashmere sash)



# Color Option 3

(wineberry trim, cashmere sash)



## SDL vs ADL

The Courthouse window bid specifies Simulated Divided Lites (SDL) with spacer bars to create the appearance of true divided lite windows. Because the bars are not structural, the profile will be similar in width to the profile of the muntin bars on the 1857 historic windows. This option is only available on aluminum clad wood windows.

Authentic Divided Lite bars are structural and actually support glass. Due to the large size of the glass, the wood muntin bars in new windows would have to be much wider than the historic windows and would give the windows a much heavier/bulkier appearance. ADLs are not available on clad windows.



### **SIMULATED DIVIDED LITE WITH SPACER BAR (SDLS)**

SDL bars are combined with spacer bars installed between the glass, creating the feel of Authentic Divided Lites.



### **AUTHENTIC DIVIDED LITE (ADL)**

Separate panes of glass are glazed between muntin bars – the way windows have been made since the beginning.

# Marvin Windows Warranty

## **GLASS COMPONENTS**

Glass warranties apply to factory-installed glass or Marvin-supplied glass installed by Marvin-authorized service personnel. Clear insulating glass with stainless steel spacers is warranted against seal failure caused by manufacturing defects and resulting in visible obstruction through the glass for twenty (20) years. Non-tempered glass is warranted against stress cracks caused by manufacturing defects for ten (10) years. All other glass and glass features are provided with the same warranties, limitations, and exclusions Marvin receives from its supplier; contact Marvin for further details.

## **EXTERIOR CLADDING FINISH**

Except as provided below, Marvin's standard exterior cladding finish is warranted against manufacturing defects resulting in chalk, fade, and loss of adhesion (peel), per the American Architectural Manufacturer's Association's (AAMA) Specification 2605-11 Sections 8.4 and 8.9, for twenty (20) years. Anodized finishes and other specialty exterior finishes are warranted to be free from manufacturing defects for five (5) years. Standard exterior cladding finish installed in coastal environments (within one (1) mile of a sea coast or other salt water source) is warranted against manufacturing defects resulting in abnormal deterioration caused by corrosion and/or loss of adhesion for ten (10) years. "Abnormal deterioration" means damage to the finish (such as peeling, flaking, or blistering) beyond what is normal for an ocean coastline environment. Anodized or other specialty finishes are not warranted in coastal environments.

## **NON-GLASS COMPONENTS**

Hardware and other non-glass components are warranted to be free from manufacturing defects for ten (10) years. Hardware with physical vapor deposition ("PVD"), and other specifically-designated "coastal" hardware finishes (collectively "Coastal Hardware") installed in coastal environments are warranted to be free from manufacturing defects that result in abnormal deterioration of the finish for a period of 10 years. Other hardware finishes are not warranted in coastal environments. Electric operators and other motorized accessories are provided with the same warranties, limitations, and exclusions Marvin receives from its supplier; contact Marvin for further details.

## **INTERIOR FINISH**

Factory-applied interior finish is warranted to be free from Finish Defects for a period of five (5) years. Finish Defects include cracking, peeling, checking, delamination, blistering, flaking, excessive chalking and, in the case of painted interior finish, fading or change in color (per ASTM D2244), under normal interior environmental conditions. The color of wood changes, typically darkening over time, and is not a defect. The application of stains and/or clear finish does not prevent this natural process. Color change may be more noticeable in woods treated with a clear coat or light colored stain. The appearance of a raised grain or other natural variation in the wood grain may be enhanced by the interior finish and is not a defect. Interior finish is applied prior to assembly and is not intended to cover joinery seams. Products with factory-applied primer only are not covered under this provision. Factory-applied primer must be painted in accordance with Marvin's finishing instructions within 90 days of installation.

## **EXCLUSIVE REMEDY**

This Limited Warranty is made as of the original date of product purchase and is not a warranty of future performance. Warranty notice periods begin on the original date of purchase. If a covered defect is reported during the term of the applicable warranty notice period, and otherwise in accordance with the terms of the Limited Warranty, Marvin will, at its option, repair or replace the product or component, or refund the price paid for the defective product or component. Removal, installation, finishing, refinishing, and disposal costs and services are not included. Marvin will endeavor to supply original replacement parts; however, replacement parts may differ from the original parts. Replacement parts, including upgrades, are warranted for the remainder of the original product warranty.



## **Additional Information**

Windows will be installed from the exterior. Historic interior casings will not be removed and there will be less disruption to the art gallery.



Exterior trim will be aluminum; however, it will be custom matched to replicate the profile of the existing exterior trim.



## Additional Phase 1 Work

The bottom rail on three upper sash on the first floor are in very bad condition and pose a potential hazard. The bid documents specify that three sash from the west side will be removed and re-installed on the east side. (Two of the east side windows are visible in the above excerpt from the bid plans--Windows 129 and 102).

# Exterior Doors

The bid also includes the replacement of two deteriorated steel doors with new steel doors. The other doors are non-functional and will be painted to match for the time being until decisions have been made regarding future use and accessibility . The new doors will have clear glass and will be factory finished in colors that coordinate with the windows.

