

Allegan County
Building Authority



County Services Building
3283 - 122nd Avenue
Allegan, MI 49010
269-673-0239 Brett Butler, Chairman
269-673-5411 William Hinz, Secretary
269-673-0203 David B. Van de Roovaart, Treasurer
269-673-0203 Steve Sedore, Member
269-673-0220 Bob Wakeman, Member
269-673-0206 Becky Blaine, Recording Secretary

REGULAR BUILDING AUTHORITY MEETING–Draft Minutes

Tuesday, May 20, 2008 @ 10:30 A.M.

Board Conference Room - County Services Complex

CALL TO ORDER:

Commissioner Butler called the meeting to order at 10:31 a.m.

ROLL CALL:

Commissioner Butler
Commissioner Hinz
Commissioner Sedore
Commissioner Wakeman
Commissioner Van de Roovaart

OTHERS:

Dan Rathburn, Owen Ames Kimball; Kimberly Donlin, Medical Care Facility Program Director

APPROVAL OF AGENDA:

COMMISSIONER SEDORE MOTIONED TO APPROVE THE AGENDA AS PRESENTED. COMMISSIONER HINZ SECONDED THE MOTION. THE MOTION CARRIED.

APPROVAL OF MINUTES:

COMMISSIONER SEDORE MOTIONED TO APPROVE THE MAY 2, 2008 MINUTES. COMMISSIONER WAKEMAN SECONDED THE MOTION. THE MOTION CARRIED.

DISCUSSION ITEM:

Cost Issues 3, 4, 5 for Review - Medical Care Facility FIDS

Dan Rathburn reviewed each cost issue with the members. The cost issues already had been approved by Commissioner Hinz.

Cost Issues 3 - Reduction of \$1,903 from Midstate Security due to removal of performance bond since contract is under \$50,000. Cost Issue 4 - The original estimate of relocating the existing gas main was \$4,000 however Michigan Gas's actual cost came in at \$5,725. Dan is requesting \$1,725 to cover the overage. Cost Issue 5 - OAK estimated \$1,500 for Shareco's additional work however the cost came in at \$1,525. Dan is requesting \$25 to cover the overage which would be paid out of the technology budget.

Dan passed out two potential cost issues. Cost Issue 6 is related to switching brick selection in order to match existing building. Commissioner Van de Roovaart questioned why the company did not pick a match before. Dan stated that at the time of consideration they were not able to find a matching brick until recently. Commissioner Butler questioned about the freight verbiage from the supplier. Spruit & Associates implies that additional freight charges will be applied for less than full loads. Dan replied that he was not sure however he would clarify before purchase. Cost Issue 7 pertains to using existing 6" sanitary line allowing a reduction of \$1,952. The building was believed to have a 4" line and upon digging they found it was 6". This work will include a new man hole.

Kim informed that Craig from C2AE reported a problem with the kitchens for not having fire separation from the residential units. Craig suggested installing a fire water wall in the kitchens however it has not ever been approved in the past by the fire marshall. Commissioner Butler stressed concern that this was not thought of before. Commissioner Hinz stated that Pinecrest was a location where a similar setup was approved. Kim stated that she is not sure how it went through; they are investigating. Commissioner Butler stated that this issue is one that we could see future costs down the road therefore we may want to keep close record of this situation. Kim stated that we should know if it is approved by May 27. She stated that she had thought about installing two double fire doors in the room to allow for more open access for residents. Commissioner Wakeman stated that the cost to rectify the problem will be approximately \$10,000 per kitchen which would use up contingency. Commissioner Butler stated that this is a situation the architect should have detected in the beginning. We need to start corresponding with C2AE through clear written and verbal communication that this scope of work does not fall under additional compensation.

AIA Contract Approval Choice Concrete - Medical Care Facility FIDS

Commissioner Butler stated that since the contract has already been awarded to Choice Concrete there is no further discussion needed. Dan requested that Commissioner Hinz be allowed to sign future agreements and contracts in order for the project to progressively move ahead. Commissioner Butler replied that a previous motion authorizes the Secretary to sign.

EXPENDITURES:

**TPTA Invoice#0040637 - HSB Mechanical Systems Validation Project #05874.00
\$171.94**

Commissioner Butler questioned if the project status report was completed by Commissioner Van de Roovaart and Becky. Becky replied that a draft has been completed for Commissioner Van de Roovaart review. This invoice is still covered under the contracted amount.

**COMMISSIONER VANDEROOVAART MOTIONED TO APPROVE FOR PAYMENT INVOICE #0040637 FROM TOWER PINKSTER TITUS FOR \$171.94.
COMMISSIONER SEDORE SECONDED THE MOTION. THE MOTION CARRIED.**

National City Invoice dated 050708 - Building Authority Bond \$300.00

Commissioner Butler questioned the origin of this invoice. Commissioner Van de Roovaart stated that this is an annual expense for the bond and is paid through the Treasurers Office. No formal approval needed.

OLD BUSINESS:

Building Retention Discussion

Commissioner Sedore informed that the presented retention schedule is a third draft and ready for state consideration. The previous draft had up to 30 different items which some conflicted with County schedules already in place. This latest version simplifies the categories and took into account the different schedules. Commissioner Sedore questioned item 0100-02 titled special meetings; he was not sure the original intent of this category. Commissioner Butler clarified that special meetings were related to progress meetings handled outside of the Building Authority. At these meetings decisions were made regarding the projects. Commissioner Sedore stated that after approval the next step is developing a schedule to receive the folders for scanning. He stated that anything dating back will have to be discussed later however moving forward we could develop a Building Authority inbox and would be managed by someone. The various projects could be filed in this inbox. It was agreed that Commissioner Sedore would create a building authority inbox. In addition, Commissioner Sedore will forward the presented retention schedule to the state for approval.

ADJOURNMENT:

COMMISSIONER HINZ MOTIONED TO ADJOURN THE MEETING @ 11:15 A.M.
COMMISSIONER SEDORE SECONDED THE MOTION. THE MOTION CARRIED.

Recording Secretary Becky Blaine distributed the minutes via email to the members on May 21, 2008.

Next regular meeting Tuesday, June 17, 2008 @ 8:00 A.M. in the Board Conference Room (unless notified otherwise).