A MEETING OF THE
INGHAM COUNTY BUILDING AUTHORITY
WILL BE HELD ON
Monday, June 26, 2017 at 11:00 a.m.

Hilliard Building
First Floor Conference Room A
121 E. Maple Street
Mason, Michigan

AGENDA

Call to Order
Approval of the June 9, 2017 Minutes
Additions to the Agenda
Limited Public Comment

1. Community Mental Health
   a. Approval of Community Mental Health Project Invoices
   b. Construction Materials Testing, Observation, & Engineering Services
      Recommendation

Announcements
Public Comment
Adjournment
Members Present: Peter Cohl, Tim Dolehanty, Eric Schertzing

Members Absent: None

Others Present: Facilities Director Rick Terrill, CMH Representative John Peiffer, CMH Representative Sara Lurie, CMH Representative Stacia Chick, Deputy Controller Jared Cypher, Clark Construction Representative Paul Clark, Clark Construction Representative Allen Blower, Clark Construction Representative Mary Kane-Butkovich

Call to Order: The Ingham County Building Authority meeting was called to order by Chairperson Peter Cohl at 1:02 p.m., Friday, June 9, 2017 in Conference Room A of the Hilliard Building, 121 E. Maple St., Mason, Michigan

Approval of the May 9, 2017 Minutes: MR. DOLEHANTY MOVED TO APPROVE THE MINUTES FOR THE APRIL 25, 2017 BUILDING AUTHORITY MEETING. MR. COHL SUPPORTED.

Absent: Mr. Schertzing.

Additions to the Agenda: None.

Limited Public Comment: None.

1a. **Clark Construction AIA Documents**

   Mr. Terrill stated that, in accordance with the last Building Authority meeting, the AIA documents were sent to Bob Townsend, the Building Authority’s attorney, for review. Everything was agreed upon and the documents were now ready for signature.

   MR. DOLEHANTY MOVED TO AUTHORIZE AND SIGN THE AIA DOCUMENTS. MR. COHL SUPPORTED THE MOTION.

   Yeas: Mr. Tim Dolehanty, Mr. Peter Cohl
   Nays: None.
   Absent: Mr. Schertzing

2. **Clark Construction Winter Conditions Costs**

   Mr. Schertzing arrived at 1:04 p.m.

   Mr. Terrill brought the Building Authority’s attention to Attachment A of Winter Conditions Costs documents and pointed out #5, which CMH, Mr. Terrill, and Mr. Cypher had conversed with Clark Construction over to understand that costs would be increased by $37,938 and how it is over and above the expected in the original contract.

   Mr. Blower explained that these costs were potential costs and that any costs not incurred would be returned to CMH at the end of the project. The delay in schedule could push the schedule for the mason
into about November/December as well as various variables due to weather, such as heating equipment and temporary window enclosures.

Discussion.

Mr. Clark stated because construction was beginning in June rather than April, the schedule would now be extended into winter and therefore the process would be longer.

Discussion.

Mr. Cohl asked what the difference between items number 5 and 6 were.

Mr. Blower stated that number 6 ties into the extension of duration of physical construction and number 5 was based on when the letter of intent came out and items were approved, Clark Construction put their staff on the project to move forward, which is standard for the process. Clark Construction, however, spent about 11 weeks thus far going through the process, trying to get to a point where they could move on with the project. A lot of that time was spent doing what needed to be done anyway, but there are about 6 weeks of extra labor extended onto the job that they would not have had otherwise.

Mr. Blower stated they would have missed the mill order. Clark Construction took a risk and released the contracts because if not, this meeting would be about a 4 month extension rather than 1. As a result, Clark Construction has about 6 weeks of extra labor they should not have had, but they don’t have any part time workers to do that.

Discussion.

Mr. Blower explained that to get the current amounts, he took 40 hours from each of the workers off and crossed out and waived $6,000 for typical overhead expenses amounting in a reduction of about $13,000. His team had spent countless hours trying to rework the schedule so the project could move forward.

Discussion.

Mr. Dolehanty said he understood there was some delay in the demolition that was to occur.

Mr. Clark stated that the demo would have been delayed from about June 19th to August because of the schools. He stated that he agreed with their demo contractor to downsize his crew to accommodate this because if they had waited, the demo would be pushed back to August.

Mr. Blower stated Clark Construction made the decision to release the contracts to get the project moving forward.

Mr. Clark stated they had 1 week to prep for demo safety and now that the site was prepped for the demo contractor for CMH. The demo will be done in piecemeal which makes the project longer but it will start on time.

Mr. Schertzing asked why this project was longer versus past projects.

Mr. Blower stated that part of the challenge was that the contract bid for a Construction Manager was a hard number. Clark Construction wants to look out for CMH’s interests at the same time and there are different ways to handle a contract, but it is typically not done in this way.
Mr. Schertzing asked what this different approach trying accomplish, to save money or to quality control.

Mr. Blower explained that it was both. Clark Construction is offering this $34,000 as an allowance so that if it is not used, then CMHA gets that money back, whereas if it had been a hard number and was not on the documents, the amount would be extra.

Discussion.

Mr. Terrill stated that no project goes without its hiccups. He and CMH understand the cost allowances presented by Clark Construction, however, CMH is not able to determine what those actual numbers are utilized for. Mr. Terrill stated he cannot recommend the costs because of this and asked if there was any way to make CMH feel more comfortable with the cost?

Discussion.

Mr. Blower stated it is very hard to understand in efficiency.

Discussion.

Mr. Blower said they never would have brought a superintendent on board as early as was done, but that whatever is left, in the interest of getting the project done, he would be fine with splitting the cost of whatever is left in half between CMH and Clark Construction. Mr. Blower stated the cost of the superintendent should stay and the remaining cost would be split.

Discussion.

Mr. Cohl stated number 5 should be reduced. He then asked if that reduced amount was acceptable to CMH.

Mr. Peiffer agreed that it was.

Discussion.

MR. SCHERTZING MOVED TO REDUCE THE TOTAL COST OF $121,440 BY $12,587 FOR A FINAL TOTAL NOT TO EXCEED $108,853 FOR #5 OF ATTACHMENT A WITH THE UNDERSTANDING THAT SOME OF THE COSTS ARE ONLY ALLOWANCES. MR. DOLEHANTY SUPPORTED THE MOTION.

THE MOTION PASSED UNANIMOUSLY.

1c. Construction Materials Services

Mr. Terrill stated that CMH needs to meet a 3rd party inspection requirement for sanitary to tie into the City’s sanitary line. It was explained at the last meeting what the cost was, but they were not aware of an additional inspection. Mr. Terrill explained that he had a company that would be about $69,000 which would be an additional owner’s cost. The requirement is nonnegotiable, but Mr. Terrill stated that he would like to find another quote before he makes a decision. He would like to get a better quote if he could.

Mr. Terrill also stated, because of the timing and the process, he would like to ask if Mr. Dolehanty would be able to sign that agreement.
Discussion.

MR. SCHERTZING MOVED TO AUTHORIZE MR. DOLEHANTY TO SIGN A CONTRACT WITH A COMPANY FOR TESTING NOT TO EXCEED $70,000, WITH THE INTENT TO SEEK A LOWER COST, SUBJECT TO REVIEW BY THE COUNTY ATTORNEY.

THE MOTION PASSED UNANIMOUSLY.

1d. **C2AE Contract**

MR. DOLEHENTY MOVED TO APPROVE AND RATIFY THE C2AE CONTRACT. MR. SCHERTZING SECONDED THE MOTION.

THE MOTION PASSED UNANIMOUSLY.

**Public Comment:** Mr. Schertzing stated the Jolly Road entrance to HSB had been expanded by tax foreclosure and that the house immediately to the east is listed for sale. The area is surrounded by government property. The list price is $74,000 and that it was something the County should think about purchasing in the future.

Mr. Terrill asked to schedule a meeting two weeks from Monday to address the soil issue after Clark Construction reported back to him on it.

The June 9, 2017 Building Authority meeting adjourned at 1:57 p.m.
May 31, 2017
Project No: 012248.00
Invoice No: 0114840

Richard Terrill
Ingham County Building Authority
121 East Maple Street
Mason, MI 48854

CMHA
612 East Jolly Rd Building Expansion Project - CA
Professional Services: from April 15, 2017 to May 19, 2017

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Reimbursable Expenses

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Total this Invoice $1,600.01
**Detailed Expense Report**

**Bergmann Associates, Architects, Engineers**

**Employee** 01835  GOSCHKA, ALAN

**Signed** ___________________________  GOSCHKA, ALAN

**Approved** ___________________________  LEDY, JEFFREY

**Organization** 1:01:08:00  
**Expense Report:** w/e 05/19/2017  
**Report Date:** 5/19/2017

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| Business Reason: | Marketing meeting with State of Michigan |

**Total Expenses** 116.22

**Amount Advanced**

**Total Due** 116.22
# Invoice

**Date**: 5/17/2017  
**Invoice #:** 44842

**Bill To**  
Ingham County Building Authority  
Ingham County Courthouse  
PO Box 215  
Mason MI 48854

**Remit To**  
ImageMaster, LLC  
1182 Oak Valley Drive  
Ann Arbor, MI 48108-9624  
Phone: 734-821-2523  
Fax: 734-821-2524  
EIN: 27-3916541

**Terms**  
Net 30

**Due Date**  
8/18/2017

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| $10,000,000  
INGHAM COUNTY BUILDING AUTHORITY  
County of Ingham, State of Michigan  
Building Authority Bonds  
(Community Mental Health Building), Series 2017  
Preliminary Official Statement and Official Statement: Electronic POS with composition, posting and distribution. | 1,450.00 |

**Total**  
$1,450.00

---

NEW: ACH/Wire: Chase Bank: 072000326 • Acct: 863805052 • accounting@imagemaster.com

Please include INVOICE NUMBER when paying by wire or ACH.

For a copy of our W-9 please visit http://www.imagemaster.com/w9

Please remit to above address. For billing inquiries: 734-821-2538.
June 05, 2017

**RE:** For professional municipal advisory services rendered in connection with the issuance of $10,000,000.00 Ingham County Building Authority Bonds (Community Mental Health Building), Series 2017 (LTGO).

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**Remittance Address:**
PFM Financial Advisors LLC
PO Box 65117
Baltimore, Maryland 21264-5117

**EFT Instructions:**
M&T Bank
ABA (For Wires): 022000046
ABA (For ACH): 031302955
Acct#: 9865883681

**Tax ID#:** 81-1642787

**INVOICE TERMS: UPON RECEIPT**

09.04228.001
Fibertec Industrial Hygiene Services, Inc.
1914 Holloway Drive
Holt, MI 48842
Phone: 517-699-0345  Fax: 517-699-0382
Email: asbestos@fibertec.us

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| Community Mental Health Authority
Attn: Mr. John Peiffer
812 Jolly Road
Suite 0-10
Lansing, MI 48910 | 812 E. Jolly Road
Service Date: 5/19/2017
Attn: John Peiffer
Limited Asbestos-Containing Material
Building Inspection Report |

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Total $1,266.25

Payments/Credits $0.00

Balance Due $1,266.25

Fibertec applies a 3% surcharge for credit card transactions and $1 surcharge for e-check transactions.
June 20, 2017

Mr. Richard Terrill  
Ingham County Facilities Department  
121 East Maple Street  
Mason, Michigan 48854

Re: Construction Materials Testing,  
    Observation & Engineering Services  
    Building Addition  
    Community Mental Health Authority  
    612 East Jolly Road  
    Lansing, Michigan  
    PSI Proposal No. 214151  
    Revision No. 1

Dear Mr. Terrill:

Thank you for giving us this opportunity to propose our services to you. PSI (Professional Service Industries, Inc.) is submitting this proposal to provide construction materials testing, observation, and engineering services for the referenced project. Presented below is a review of furnished project information, along with our proposed scope of services and fee information.

PROJECT UNDERSTANDING
Briefly, we understand that Ingham County is planning to expand the existing Community Mental Health Authority facility located at 612 East Jolly Road in Lansing, Michigan. The project will consist of an addition to the south side of the existing building. The addition will be a three (3) story structure with a partial basement. The addition will have a footprint of 13,449 square feet with the basement encompassing 3,520 square feet. The addition will be founded on conventional spread and continuous wall footings. The basement level will have concrete foundation walls. The framing over the basement and the framing for the second and third floors and roof level will be of structural steel. The addition will have masonry infill walls with brick veneer.

The site work associated with the project will include the reconfiguration of the north portion of the existing parking lot located to the south of the existing building. A new parking lot will also be constructed to the east side of the existing building in the location of the existing drive from Jolly Road. The work will include new sanitary and storm sewers, concrete curb and gutter and sidewalks and asphalt pavements.
Clark Construction provided the following start dates for different phases of the project:

- Basement footing: July 17, 2017
- Basement slab on grade: July 25, 2017
- Storm sewer: July 31, 2017
- Steel erection: August 14, 2017
- Masonry: October 23, 2017
- Parking lot: August 14, 2017
- Parking lot top coat: Spring 2018

**SCOPE OF SERVICES**
Based upon your request and our current understanding of the project, we have outlined the following scope of services to provide construction materials testing, observation, and engineering services.

- **Site Preparation and Earthwork Operations**
  - Monitor earthwork cut and fill operations
  - Evaluate fill soils
  - Determine the moisture content and in-place dry density of engineered fill and backfill materials
  - Observe proofrolling operations for subgrade preparation
- **Foundation Construction**
  - Observe, test and evaluate the bearing soils at the bottom of excavations for shallow foundations
  - Determine the suitability of bearing materials and verification of conditions shown in the geotechnical report
- **Cast-in-Place Concrete**
  - Perform field tests to verify the conformance of the plastic concrete
  - Determine the compressive breaking strength of concrete cylinders molded in the field
- **Structural Steel**
  - Observe the field erection procedures
  - Observe that the installation is in accordance with approved shop drawings
  - Check the tension of high-strength bolts
  - Visually observe welded connections including shear studs and braced and moment connections
  - Check and observe the installation of sprayed on fire proofing for thickness, density and adhesion for compliance with project specifications
  - Inspect the metal decking during installation for material, gage and compliance with contract documents

Ingham County Facilities Department
June 20, 2017
PSI Proposal No. 214151
Revision No. 1
Page 2 of 7
• Masonry
  - Provide on-site monitoring of contractor mixing operations to ensure compliance with mix design and specifications
  - Provide on-site construction monitoring and inspections to ensure exterior waterproofing and flashing are properly installed in accordance with project specifications
  - Inspect and monitor exterior masonry during erection for proper installation of brick ties, placement of mortar and grout, dowel alignment where required
  - Monitor the contractor’s methods to ensure that wall cavities and weeps are kept free of mortar and debris

• Asphalt Paving Operations
  - Monitor asphalt placement operations, including visual evaluation of asphalt delivered to the site and monitoring layer thickness, mix temperatures and rolling procedures
  - Determine the in-place density and percent compaction during the asphalt paving operations
  - Perform extraction-gradation testing

REPORTS
PSI will distribute reports for this project using the Construction Hive™ web portal. Construction Hive™ is a secure report distribution platform being employed by PSI to provide a better experience to our clients. Construction Hive™ provides 24-hour access to reports on this website and has powerful report viewing, retrieval and searching capabilities. In addition, reports marked as out of specification will be treated as a special case that can generate their own specific notifications.

FEES
PSI proposes to provide the described services on a unit price basis. Total fees will be determined by the actual amount of technical time expended for this project and the actual quantity of laboratory tests performed. For preliminary budgeting purposes, PSI has prepared the following estimated cost for testing services based on information supplied by Clark Construction which included a review of the construction plans and specifications. Based on the scope of services outlined above and the quantities outlined in the schedule of services and fees, our fee for these will not exceed $27,588.00 without prior written approval. The work performed by PSI will depend on the actual construction schedule. All work will be performed at the direction of Clark Construction.

AUTHORIZATION
If this proposal is acceptable to you, PSI will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of authorization. Prior to initiating our services, PSI should be provided a complete set of the construction plans and specifications.
PSI appreciates the opportunity to provide construction materials testing, inspection and engineering services for your project and looks forward to working with you. PSI provides additional consulting services, which include environmental services, geotechnical engineering and consulting, roof consulting and inspection services, pavement and asphalt testing services and specialty engineering and testing. If you have any questions please feel free to call us at 517-394-5700 to discuss this proposal or any of the services listed above.

Respectfully submitted,

PROFESSIONAL SERVICE INDUSTRIES, INC.

Joel A. Walter, P.E.  
Branch Manager

Randal H. Pail, P.E.  
Vice President

JAW/RHP/Inr

Attachments: General Conditions (page 5 of 6)  
Schedule of Services and Fees (page 6 of 6)