A MEETING OF THE
INGHAM COUNTY BUILDING AUTHORITY
WILL BE HELD ON
Wednesday, August 28, 2019 at 3:00 p.m.

Hilliard Building
Conference Room A
121 E. Maple Rd.
Mason, Michigan

AGENDA

Call to Order
Approval of the August 14, 2019 Minutes
Additions to the Agenda
Limited Public Comment

1. Community Mental Health – Sprinkler Head Proposal

2. Animal Control
   a. Granger Change Order 063
   b. Granger Change Order 064
   c. Granger Change Order 065

3. Justice Complex – Fiber Engineering Quote

Announcements
Public Comment
Adjournment

September 11, 2019 at 3:00 p.m.
<table>
<thead>
<tr>
<th>August 28, 2019 Building Authority</th>
<th>Page Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 14, 2019 Draft Minutes</td>
<td>i-iv</td>
</tr>
<tr>
<td>Sprinkler Head Proposal</td>
<td>1-3</td>
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<tr>
<td>Granger Change Order 063</td>
<td>4-5</td>
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<tr>
<td>Granger Change Order 064</td>
<td>6-8</td>
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<tr>
<td>Granger Change Order 065</td>
<td>9-13</td>
</tr>
<tr>
<td>Fiber Engineering Quote</td>
<td>14</td>
</tr>
</tbody>
</table>
Members Present: Matt Nordfjord, County Corporation Counsel, Tim Dolehanty, County Administrator

Members Absent: Eric Schertzing, Treasurer

Others Present: Facilities Director Rick Terrill, Deputy Controller Teri Morton, CMH Representative John Peiffer

Call to Order: The Ingham County Building Authority meeting was called to order by Matt Nordfjord at 3:05 p.m., Wednesday, August 14, 2019 in Conference Room A of the Hilliard Building, 121 E. Maple Rd., Mason, Michigan.

Approval of the July 31, 2019 Minutes: MR. DOLEHANTY MOVED TO APPROVE THE JULY 31, 2019 MEETING MINUTES. MR. NORDFJORD SUPPORTED THE MOTION.

YeaS: Matt Nordfjord, Tim Dolehanty
Nays: None.
Absent: Eric Schertzing

Additions to the Agenda:

Late: 1d Hedrick Contract
Substitute: 1b Lansing & tile Mosaic Invoice Proposal

Limited Public Comment: None.

1a. Steam Boiler Installation Proposal

Mr. Terrill stated that this proposal is for a steam boiler at CMH.

Mr. Peiffer further explained that this is a follow-up issue that arose during construction. The old boilers were replaced with a new boiler that would provide was is needed. The old boiler provided steam December through April and when the new boiler was fired up in the spring it did not work correctly. There were unforeseen conditions. The venting was too large and the controls wouldn’t work for the new boiler. The company did the original installation, so CMH decided to let them make the proposal.

MR. DOLEHANTY MOVED TO APPROVE THE STEAM BOILER INSTALLATION PROPOSAL IN THE AMOUNT OF $32,900.00. MR NORDFJORD SUPPORTED THE MOTION.

Yeas: Matt Nordfjord, Tim Dolehanty
Nays: None.
Absent: Eric Schertzing

1b. Lansing Tile and Mosaic Proposal
Mr. Peiffer stated that this was a proposal, not an invoice.

This was considered a friendly amendment.

Mr. Peiffer stated that this was to replace the carpeting on the ground, 1st, and 2nd floor of the old CMH building to match the new addition. It is planned to be done before October 1st and to be paid out of fiscal year 2019 funding.

MR. DOLEHANTY MOVED TO APPROVE THE LANSING TILE AND MOSAIC PROPOSAL IN THE AMOUNT OF $16,803.00. MR. NORDFJORD SUPPORTED THE MOTION.

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing

1c. **Storm Water Pump Proposal**

Mr. Peiffer stated that the re-routed storm water pumping into the sanitary storm lines is coming through the parking lot. They are able to divert water from the atrium to the retention ponds this way, however, the existing basin is not big enough to put in the necessary secondary pump. What CMH is asking is for permission to have engineering do research for the second pump and, if necessary, a second basin.

Mr. Dolehanty asked whether this was just for engineering and the pump itself.

Mr. Peiffer stated that it was. CMH will bid out as a secondary piece for the pump.

MR. DOLEHANTY MOVED TO APPROVE THE STORM WATER PUMP PROPOSAL IN THE AMOUNT OF $8,200.00. MR. NORDFJORD SUPPORTED THE MOTION.

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing

1d. **Hedrick Contract**

Mr. Nordfjord stated that this was previously approved to enter into and has been signed by all other parties.

Mr. Terrill confirmed that the contract has been approved as to form by counsel.

MR. DOLEHANTY MOVED TO ACCEPT THE HEDRICK CONTRACT AS PRESENTED AND APPROVED BY CIVIL COUNSEL AND AUTHORIZE THE BUILDING AUTHORITY TO SIGN THE CONTRACT. MR. NORDFJORD SUPPORTED THE MOTION.

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing.

2a. **Granger Application for Payment**
Mr. Terrill stated that this is Application #18 from Granger. It has been reviewed and approved and approval for payment is recommended.

MR. DOLEHANTY MOVED TO APPROVE PAYMENT OF THE GRANGER APPLICATION FOR PAYMENT 318 IN THE AMOUNT OF $32,088.65. MR. NORDFJORD SUPPORTED THE MOTION.

Mr. Nordfjord asked if the old building was down yet.

Mr. Terrill stated that it was not.

Mr. LeBlanc explained that they are working with the Drain Office and making sure that the new shelter is closed out before they begin demolition on the old building.

Mr. Nordfjord asked what is left at the new shelter.

Mr. Terrill and Mr. LeBlanc explained that there are 4 outstanding items still left at the new shelter: the generator, which has a September installation anticipated, the installation of benches, issues with the dog kennels, which are being resolved, and an epoxy coat base and automatic gate.

Mr. Terrill stated that he wants to thank Ben and staff for their help. One pump at the shelter had an issue and the shelter is now getting a brand new lift pump at no additional cost thanks to Granger.

Yeas: Matt Nordfjord, Tim Dolehanty
Nays: None.
Absent: Eric Schertzing

2b. Speaker Quote

Mr. Terrill stated that this quote is for additional speakers needed for the benefit of the animals and the volunteers.

Ms. LeBombard further explained that at the old shelter they had a page over the intercom for stray animals and other issues and it worked well for operations. At the new shelter they did something similar through the phone system and covered the noisy dog area with speakers. However, the Shelter found that the system is not working well through the phones because there are a few dead spots and with the intercom system on the phones, one is unable to hear who is talking on the other end when a page comes through. The Shelter feels it needs to revert back to an all-speaker system.

Mr. Terrill explained that this quote is for materials only. Ms. LeBombard was able to get installation done primarily in-house.

MR. DOLEHANTY MOVED TO APPROVE THE SPEAKER QUOTE IN THE AMOUNT OF $6,031.35. MR. NORDFJORD SUPPORTED THE MOTION.

Yeas: Matt Nordfjord, Tim Dolehanty
Nays: None.
Absent: Eric Schertzing

3a. Kramer Management Group Invoice
Mr. Terrill stated that this invoice is consistent with the contract and that there are no concerns or questions with the itemization.

**MR. DOLEHANTY MOVED TO APPROVE PAYMENT OF THE KRAMER MANAGEMENT GROUP INVOICE IN THE AMOUNT OF $9,395.00. MR. NORDFJORD SUPPORTED THE MOTION.**

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing

**3b. AIA Documents**

Mr. Terrill stated that the contracts for the AIA documents have been approved as to form by counsel.

**MR. DOLEHANTY MOVED TO ACCEPT THE AIA DOCUMENTS AS PRESENTED AND APPROVED BY CIVIL COUNSEL AND AUTHORIZE THE BUILDING AUTHORITY TO SIGN THE CONTRACT. MR. NORDFJORD SUPPORTED THE MOTION.**

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing

**4. Architect and Engineering Contract**

Mr. Terrill stated that this contract was approved as to form by counsel and he is asking for signature from the Building Authority.

**MR. DOLEHANTY MOVED TO ACCEPT THE ARCHITECT AND ENGINEERING CONTRACT AS PRESENTED AND APPROVED BY CIVIL COUNSEL AND AUTHORIZE THE BUILDING AUTHORITY TO SIGN THE CONTRACT. MR. NORDFJORD SUPPORTED THE MOTION.**

**Yeas:** Matt Nordfjord, Tim Dolehanty  
**Nays:** None.  
**Absent:** Eric Schertzing

**Announcements:** Mr. Terrill announced that yesterday afternoon the Justice Complex had a meeting with BKV and they walked through the phases and action items. It was a very informative meeting and they are excited about the opportunity to work on the project.

**Public Comment:** None.

The August 14, 2019 Building Authority meeting adjourned at 3:25 p.m.
August 20, 2019

Ingham County Building Authority
C/O Richard Terrill
Hilliard Building,
121 E. Maple,
Mason, Mi 48854

Dear Mr. Terrill,

The following is a summary Change Order as provided by Franklin Holwerda Co. FHC, for the Community Mental Health Project Phase II at 812 E. Jolly Rd. Lansing, Michigan for approval.

FRANKLIN HOLWERDA CO (FHC):

<table>
<thead>
<tr>
<th>Change Order #</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>010</td>
<td>Additional Sprinkler Head Needed 3rd Fl.</td>
<td>$1,136</td>
</tr>
</tbody>
</table>

Original Contract Amount by Franklin Holwerda Co. FHC of $18,800.

Previous Project Change Order #008 amount: $1,437.
For additional sprinkler head changes 2nd Fl.
Contract change amount to: $20,237.

New balance above Contract based on this current change order #010: $1,136.

Total revised contract amount: $21,373.

I have attached all supporting documentation for review.
Should you have any questions, please contact me.

Sincerely,

[Signature]
John Peiffer
Property and Facilities Supervisor
CMHA CEI

Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

PROPERTY & FACILITIES
812 E. Jolly Road, Suite 310, Lansing, MI 48910 • PHONE: 517/346-8220 • FAX: 517/346-8282
Accredited by CARF International. An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Michigan Relay Center (800) 579-6393.
FHC
Franklin Holwerda Co.

Mechanical, Sheet Metal, Fire Protection, & Service Contractors

August 12, 2019

Community Mental Health Authority of Clinton, Eaton and Igham counties
812 E. Jolly Rd. Lansing MI. 48910
Attention: John Peiffer

Project: CMHA CEI Phase II Renovation Project
Work Description: Add sprinkler head for new wall at pharmacy on 3rd floor

Gentlemen:

Franklin Holwerda Co. is pleased to quote our lump sum proposal in the amount of $1,136
for certain plumbing/piping work associated with the subject documents. The aforementioned FHC
Proposal also includes the terms and conditions contained in each of the attached proposals.

Please note the following:

1. This proposal includes direct cost only and excludes indirect cost and overtime. We reserve the
right to request payment for indirect cost resulting from this change and the aggregate of all
changes when such cost can be ascertained.

2. This contractor will require a 0.0 day time extension to the scheduled completion date.
Every 5 days is one week

3. This work was completed week of 8-11-19

4. This proposal is an estimate of the cost to perform the work covered by the change order. The
actual cost of the work and related changes could be higher or lower than our current estimate.

5. This proposal is fair and equitable for the work requested and a change order should be issued immediately.
If the proposal does not result in a formal change order to our contract within 30 days, we reserve the right
to revise our price.

6. Please note the following exclusions:
Cutting
Patching
Painting
Removal of any other trade work required to install or access the work defined in the proposal.

Please feel free to call should you have any questions.

Respectfully,
Franklin Holwerda Co.

Gary Boelens
Project Manager
**FHC BREAKDOWN**

**PROJECT NAME:** CMHA CEI Phase II Renovation Project  
**QUOTED TO:** CMHA Properties - Facilities manager  
**DESCRIPTION:** Add sprinkler head for new wall at pharmacy on 3rd floor  
**DATE:** 08/12/19  
**FHC JOB #** 18-1148-81  
**FHC X#** X-2  
**SM X#**

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**TOOLING**  
0.0

**SUB TOTALS**  
$47.57 $0.00 0.0 0.0 0.0

**ADDITIONAL PERMIT**  
$57.50

**PROJECT MANAGEMENT HOURS**  
1.0

**FIELD FOREMAN**  
5.0

**FAB SHOP FOREMAN**  
0.0

**DELIVERY**  
1.0

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**TOTAL THIS QUOTATION:** $1,138

**Time extension required (days):** 0.0

**Quoted by:** Gary Boelens  
**Date:** 8/12/2019
CONTINGENCY TRANSFER REQUEST
Granger Construction Company
1730-00 - Ingham County Animal Control Facility

To: Rick Temill
Ingham County Building Authority
Mason, MI 48854
Phone: 517-676-7310
Fax: 517-676-7310
Email: RTemill@ingham.org
CC: 

From: Ben LeBlanc
Granger Construction Company
6267 Aurelius Road
Lansing, MI 48911
Phone: 517-204-6346
Fax: 517-204-6346
Email: bleblanc@grangerconstruction.com

Below is the detail for our proposal to complete the following changes in contract work:

Change Order Request: Revision to ADA Intake Station
Proposed Scope of Work: Shift entire assembly down to limit ability to assess intake desk

The prices below are valid until

<table>
<thead>
<tr>
<th>PCO Item</th>
<th>Status</th>
<th>Change (in Days)</th>
<th>Contract Line</th>
<th>Notes</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
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<td>New</td>
<td></td>
<td>0008810</td>
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<td>$610.00</td>
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<td>2: GCC OH &amp; P @ 4%</td>
<td>New</td>
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<td>0000092</td>
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<td>$44.00</td>
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<tr>
<td>3: Misc Paint &amp; Drywall Touch Up</td>
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<td></td>
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Total: $1,154.00

Submitted By: Ben LeBlanc
08/14/2019

Approved By: Ingham County Building Authority
08/22/2019

Hobs & Black
BID PROPOSAL

AARON GLASS CO., INC.
2421 N. LARCH ST.
LANSING, MI  48906
517-487-3739
FAX 517-487-1464

Submitted to: Granger Construction  Date: 08/05/19

Project: Ingham Co. Animal Control Facility – RFI #100

Location: Mason, MI.

We Quote:
Material and Labor to Lower the Security Glazing Panel @ ADA Intake Station
Approx. 4”

Add……$ _____ 610.00 __________
Deduct……$ ______________

Authorized Signature  Ralph Reagan
Ralph Reagan

NOTE: This Proposal May Be Withdrawn If Not Accepted Within 30 Days Of Above Date.

Acceptance: ____________________________  Date: ____________________________
CONTINGENCY
TRANSFER REQUEST
Granger Construction Company
1730-00 - Ingham County Animal Control Facility

To:    Rick Temill
        Ingham County Building Authority
        Mason, MI 48854
Phone: 517-676-7310
Fax:    
Email: RTemill@ingham.org
CC:     

From:  Ben LeBlanc
        Granger Construction Company
        6267 Aurelius Road
        Lansing, MI 48911
Phone: 517-204-6346
Fax:    517-204-6346
Email: bleblanc@grangerconstruction.com

Below is the detail for our proposal to complete the following changes in contract work:

Change Order Request: Add Occupancy Sensors to Hall A113
Proposed Scope of Work:

The prices below are valid until

<table>
<thead>
<tr>
<th>PCO Item</th>
<th>Status</th>
<th>Change</th>
<th>Contract</th>
<th>Notes</th>
<th>Amount</th>
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<tbody>
<tr>
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<td></td>
<td>0000092</td>
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<td>$26.00</td>
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<tr>
<td>2: Add Occupancy Sensors to Hall A113</td>
<td>New</td>
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<td>0016000</td>
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<td>$646.02</td>
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Total: $672.02

Submitted By: Ben LeBlanc  08/19/2019

Approved By:            Date

Granger County Building Authority

8/22/2019
Ingham Co. Animal Control & Shelter

2-15-19

GRANGER
ADVANCE THE ART OF BUILDING

Benjamin LeBlanc | LEED® AP | Project Manager: bleblanc@grangerconstruction.com
6267 Aurelius Road | Lansing, MI 48911
p. 517.887.4172 | f. 517.393.1382 | m. 517.204.6346

Add two occupancy sensors and one power pack not shown on print E 401A required for hallway A113 lighting

Total cost $646.02

Included

Not Included

General Conditions:

1) All applicable taxes are included in this submission.
2) The Electrical Contractor shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
3) Equipment and materials supplied by the contractor are warranted only to the extent that the same are warranted by the manufacturer.
4) The Electrical Contractor shall not be liable for indirect loss or damage.
5) Unless included in this proposal, all bonding and/or special insurance requirements are supplied at additional cost.
6) If a formal contract is required, its conditions must not deviate from this proposal without our permission.

Respectfully,

Michael J. McCrackin, Project Manager

Accepted By,

Authorized Agent

Date
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<tr>
<th>Description</th>
<th>Quantity</th>
<th>Total Material</th>
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<tr>
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<td>2</td>
<td>198.64</td>
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<tr>
<td>3 add power pack</td>
<td>1</td>
<td>32.11</td>
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Granger Construction Company
6267 Aurelius Road
Lansing, MI 48911
Phone: 517-204-6346
Fax: 517-204-6346
Email: bleblanc@grangerconstruction.com

Below is the detail for our proposal to complete the following changes in contract work:

Change Order Request: Add power to feed surgery table and AC in A115
Proposed Scope of Work:

The prices below are valid until

<table>
<thead>
<tr>
<th>PCO Item</th>
<th>Status</th>
<th>Change (in Days)</th>
<th>Contract Line</th>
<th>Notes</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>1: Add power to feed surgery table and AC in A115</td>
<td>New</td>
<td></td>
<td>0016000</td>
<td></td>
<td>$2,170.81</td>
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Total: $2,257.81

Submitted By: Ben LeBlanc
08/19/2019

Approved By:

Ingham County Building Authority
Date

Hobbs + Black
Date

9
4–12–19

GRANGER

Benjamin LeBlanc | LEED® AP | Project Manager bleblanc@grangerconstruction.com
6267 Aurelius Road | Lansing, MI 48911
p. 517.887.4172 | f. 517.393.1382 | m. 517.204.6346

Print E501A
Increase power to 30amps feeding AC 2 rm A115 not shown on plans total cost $608.26

Print E501B
Add power feeding Surgery table rm V109 not shown on plans total cost $953.45

Print E401A
Add dimmer for 4 fixture type LG rm C104 not shown on plans total cost $609.10

Included

Not Included

General Conditions:
1) All applicable taxes are included in this submission.
2) The Electrical Contractor shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
3) Equipment and materials supplied by the contractor are warranted only to the extent that the same are warranted by the manufacturer.
4) The Electrical Contractor shall not be liable for indirect loss or damage.
5) Unless included in this proposal, all bonding and/or special insurance requirements are supplied at additional cost.
6) If a formal contract is required, its conditions must not deviate from this proposal without our permission.

Respectfully,

Accepted By,

________________________  ______________________  __________
Michael J. McCrackin, Project Manager  Authorized Agent  Date
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Fiber Engineering Quote: ROUTE #2 - 301 N. Bush Street to 600 Buhl Street

Date: 6/6/2019  
Contact: John Barber  
Submitted By: Western Tel-Com Inc.

Location A: 301 N. Bush Street, Mason, MI  
Location B: 600 Buhl Street, Mason, MI

<table>
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<tr>
<th>FUNCTION</th>
<th>QUANTITY</th>
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<tr>
<td>Field Engineering &amp; Pole Measurements</td>
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<tr>
<td>Creation of AutoCAD Pre-Construction Drawings</td>
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<td>Assembling of Application Package to Pole Owner</td>
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Total Labor & Materials Quote: $1,840.00

Notes:

Western Tel-Com’s contract number with the State of Michigan is as follows: 071B3200106

This engineering quote is solely for the creation and submission of the application package to the pole owner to initiate their pole route survey in order to determine the project’s total pole make ready costs.

This quote includes the initial engineering and attachment fees that the pole owners will require to perform their pole survey for the proposed new attachments.

Please call me with any questions.

Thank you.

Eric Merrifield
Western Tel-Com, Inc.
Office: (810)393-0138 X 125  
Cell: (916)836-5964  
ericm@westerntel-com.com