THE INGHAM COUNTY BUILDING AUTHORITY WILL MEET ON TUESDAY, FEBRUARY 22, 2011 4:00 P.M.
HILLIARD BUILDING CONFERENCE ROOM A, 121 E. MAPLE STREET
MASON, MICHIGAN

AGENDA

Call to Order
Approval of the January 27, 2011 Minutes
Additions to the Agenda
Limited Public Comment

1. Presentation: Schematic Design

2. 911 Dispatch Center Project
   a. Update

3. Approval of Invoices
   a. TowerPinkster, Professional Services from September 25, 2010 to January 28, 2011, $27,587.18

4. Monthly Meeting Schedule

5. Other Business

   Announcements

   Public Comment

   Adjournment
Members Present: Peter A. Cohl, Mary A. Lannoye, Eric Schertzing

Others Present: John Neilsen, Richard Terrill, and Linda Sjolund

Call to Order: The Ingham County Building Authority meeting was called to order by Chairperson Peter Cohl at 9:35 a.m., Thursday, January 27, 2011 in Conference Room A, Hilliard Building, 121 S. Maple St., Mason, Michigan

MOVED BY SECRETARY MARY LANNOYE, SUPPORTED BY TREASURER ERIC SCHERTZING TO APPROVE THE DECEMBER 7, 2010 BUILDING AUTHORITY MINUTES. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda: None.

Limited Public Comment: None.

1. Presentation: Schematic Design
The presentation from Tower/Pinkster has been postponed. Mr. Terrill stated that a charrette (an intensive planning session with the designers and other collaborative partners of the 911 Center) was held at Tower/Pinkster in Kalamazoo to gain information regarding the design of the Center. Mr. Terrill reported that based on the information gathered at the meeting, the schematic design of the Center prepared by T/P came in at $500,000 over budget. Mr. Terrill also reported that Mr. Richard Bromfield is no longer with T/P; there is not a structural engineer assigned to the Center project yet, but Mr. Eric Hackman is the Project Manager and has been the lead on the project. Mr. Terrill felt very confident that T/P will design the building within budget and a meeting has been set for February 16, 2011 at 1:00 p.m. to review the re-design. Ms. Lannoye will attend this meeting. The re-design of the project’s cost include: reduce foot print of the building; the inspection fees for all the utilities from the City of Lansing have now been obtained [water, gas, electric – approximately $28,000]; there will still be two units for the heating/cooling system but with only 80% redundancy rather than 100% — the server room and call center will have 100% redundancy and the office space will be at 80%, eliminated will be the training/multi purpose room. The Human Services Building could serve as the training room. Mr. Cohl stated that Mr. Terrill should notify Ms. Lannoye of when T/P is ready to present the schematic design to the Building Authority.

2. 911 Dispatch Center Project
   a. Update – The update was reviewed above.
   b. Approval of Invoices
      i. Huntington National Bank Invoice - 911 Center Recovery Zone Economic Development Bonds - $500. This item is for the approval of a contract with Huntington National Bank.

MOVED BY MARY LANNOYE, SUPPORTED BY ERIC SCHERTZING TO APPROVE AN AGREEMENT WITH HUNTINGTON NATIONAL BANK AS THE CALCULATION AGENT FOR
$500 PER YEAR TO PROCESS THE APPROPRIATE FORMS FOR THE COUNTY’S RECOVERY ZONE ECONOMIC DEVELOPMENT BONDS FOR THE 911 CENTER.

MOTION CARRIED UNANIMOUSLY.

ii. SME (Soil and Materials Engineers) for Phase I ESA (environmental survey assessment) $2,200

MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE TO APPROVE THE SOIL AND MATERIALS ENGINEERS INVOICE FOR PHASE I ENVIRONMENTAL SURVEY ASSESSMENT IN THE AMOUNT OF $2,200.

Mr. Terrill indicated that the survey has been completed and has been submitted to Clark Construction and Tower/Pinkster for their review; all parties have agreed that the invoice should be approved for payment.

MOTION CARRIED UNANIMOUSLY.

iv. SME for Geotechnical Evaluation Report $2,900

MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE TO APPROVE THE SOIL AND MATERIALS ENGINEERS INVOICE FOR THE GEOTECHNICAL EVALUATION REPORT IN THE AMOUNT OF $2,900.

Mr. Terrill stated that the Building Authority had approved the evaluation for $2,800; however, there was an additional drilling that was required to obtain the information that Tower/Pinkster was requesting. The survey is for the site as a whole. The report indicated that the site is on buildable soil but some areas may require additional soil.

MOTION CARRIED UNANIMOUSLY.

v. Approval to Hire Fitzgerald Henne Associates to do a Professional Land Survey (Topographical Survey) Not to Exceed $1,950

Mr. Terrill reported that the survey has been completed for three parcels (CMH, Youth Center, and the 911 Center) and a parcel number has been assigned for the 911 site.

MOVED BY MARY LANNOYE, SUPPORTED BY ERIC SCHERTZING TO APPROVE HIRING FITZGERALD HENNE ASSOCIATES TO DO A PROFESSIONAL LAND SURVEY
(TOPOGRAPHICAL SURVEY) IN AN AMOUNT NOT TO EXCEED $1,950.

MOTION CARRIED UNANIMOUSLY.

3. Monthly Meeting Schedule - Mr. Cohl stated that there was not a monthly meeting schedule at this time.

4. Other Business – Mr. Cohl stated that the contracts for Tower/Pinkster and Clark Construction have been approved and can be signed.

Announcements: None.

Public Comment: None.

The meeting was adjourned at 10:05 a.m.

Respectfully Submitted,

Mary A. Lannoye
Secretary, Ingham County Building Authority
Item #3a

January 31, 2011

Project No: 10143.00
Invoice No: 43764

INGHAM COUNTY BOARD OF
COMMISSIONERS
PO BOX 310
121 E MAPLE STREET
MASON, MI 48854

Project 10143.00
INGHAM COUNTY 911 DISPATCH FACILITY
INGHAM COUNTY CONSOLIDATED 911 DISPATCH FACILITY
Professional Services from September 25, 2010 to January 28, 2011

<table>
<thead>
<tr>
<th>Billing Phase</th>
<th>Fee</th>
<th>Percent Complete</th>
<th>Earned</th>
<th>Previous Fee Billing</th>
<th>Current Fee Billing</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHEMATIC DESIGN</td>
<td>29,000.00</td>
<td>95.00</td>
<td>27,550.00</td>
<td>0.00</td>
<td>27,550.00</td>
</tr>
<tr>
<td>DESIGN DEVELOPMENT</td>
<td>31,800.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>CONSTRUCTION DOCUMENTS</td>
<td>52,200.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>BIDDING/NEGOTIATION</td>
<td>2,900.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>CONSTRUCTION ADMINISTRATION</td>
<td>29,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Fee</td>
<td>145,000.00</td>
<td></td>
<td>27,550.00</td>
<td>0.00</td>
<td>27,550.00</td>
</tr>
</tbody>
</table>

Total Fee 27,550.00

Reimbursable Expenses
POSTAGE/FREIGHT 7.82
PRINTING/REPRO VENDOR 26.18
Total Reimbursables 33.80 37.18

Billing Limits
Expenses Current 37.18 Prior 0.00 To-Date 37.18
Limit
Remaining 4,250.00

Total this Invoice $27,887.18

INVOICE
TERMS: NET / 30 DAYS Invoices unpaid after 30 days are subject to interest charge of 1½% per month, which is 18% per year.