THE INGHAM COUNTY BUILDING AUTHORITY WILL MEET ON
TUESDAY, OCTOBER 5, 2010, 3:30 P.M.
MASON COURTHOUSE CONFERENCE ROOM, 241 S. JEFFERSON ST., MASON, MICHIGAN

AGENDA

Call to Order
Approval of the August 31, 2010 and September 1, 2010 Minutes
Additions to the Agenda
Limited Public Comment

1. Update 911 Project
2. Bond Counsel 911 Project
3. Financial Advisor 911 Project
4. Public Hearing – Issuance of Bonds
5. Other Business

Announcements

Public Comment

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


Call to Order: The Ingham County Building Authority meeting was called to order at 1:09 p.m., Tuesday, August 31, 2010, Conference Room A, Hilliard Building, 121 E. Maple St., Mason

MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE TO APPROVE THE INGHAM COUNTY BUILDING AUTHORITY APRIL 3, 2009, MINUTES. MOTION CARRIED. Mary Lannoye abstained.

Additions to the Agenda: None.

Limited Public Comment: None.

1. Building Authority and Evaluation Committee - Pre Interview Discussion:
   John Neilsen stated that eleven architectural and engineering firms and six construction management firms responded to the two RFP for services for the Construction of the 911 Consolidated Central Dispatch Center. The Evaluation Team consisting of Bruce Gaukel, Director City of Lansing’s 911 Center; Tom Shewchuk, Ingham County MIS Director; James Hudgins, Ingham County Purchasing Director; Richard Terrill, Ingham County Facilities Director; and John Neilsen, Ingham County Deputy Controller reviewed all the proposals and have recommended that the Building Authority interview the following A/E firms: Landmark Design Group, Tower Pinkster, and Wold Architects and Engineers. Jim Hudgins distributed copies of the Evaluation Team’s ranking of the submitted proposals.

   Peter Cohl reviewed the interview process and welcomed the Evaluation Team to ask questions during the Q & A segment of the meeting.

2. Presentations and Q & A:

   a. Landmark Design Group Presentation – Mr. Van Putten introduced the members of his firm that would be working on Ingham County’s 911 Center and distributed a copy of their interview outline. Mr. Van Putten reviewed their firm’s overview of the project and indicated that their firm has completed 16 central dispatch projects and over 50 law enforcement projects. Ottawa County Central Dispatch, Monroe County Central Dispatch, Allegan County Central Dispatch, and Detroit Public School Public Safety Building are projects that their firm have completed that would be similar to the proposed Ingham County’s 911 Dispatch Center. Mr. Van Putten stated that their firm’s philosophy is to assist their client in making the best decision for their project. The Landmark Design staff work
well with different groups within the County and have experience working with Clark and Granger construction management companies. Their firm would be available for any and all meetings that they are requested to attend. Landmark Design stated that they would work through any problems that occur after the Center has been built (there would be no time limit). Mr. Van Putten stated their firm has never been involved in any type of litigation and that the Building Authority/County would not be responsible for errors/omissions. Anything that has added value the County, A/E and C/M would develop what is to be paid. Mr. Van Putten stated that it would be important to include the users in the design of the Center, and would need to balance the ‘wants’ with the available budget. LEED certification was discussed; some of Landmark’s clients wanted the LEED certification and others did not.

b. Tower Pinkster Presentation - Mr. Bromfield introduced the members of his firm that would be working on the County’s 911 Center and a PowerPoint presentation was presented by Mr. Bromfield stated that 42% of their staff ARE LEED certified and their strengths include project management, sustainable design, and financial assistance. Mr. Bromfield stated that their firm was the first in Michigan to receive the LEED accreditation. Mr. Bromfield reviewed their firm’s proposal - sustainability philosophy, sustainable strategies, homeland security standards, project goals – functions of the Center, technology, and sustainability, the design process, and “on time and on budget”. Mr. Bromfield stated that their firm has worked with all three of the construction management companies (Granger, Clark and Owen Ames Kimball). Mr. Bromfield indicated that their company keeps an Open Issues List to keep the project going, uses a schedule/design process/time table to control costs; and budget controls. Choosing Tower Pinkster allows for an integrated design procession, good relationships with C/M, technical expertise, and is LEED certified. Tower Pinkster has designed 911 centers in police departments. The challenges would be meeting the many expectations and balance redundancies. Tower Pinkster provides 12 months of post service and after that time frame if there are issues an evaluation is made if it is a design or construction flaw. It would be important that all documents be reviewed by both the A/E and C/M during the construction phase to eliminate problems. Mr. Bromfield stated that he did not believe there is a difference in designing a new or remodeled 911 center. Tower Pinkster would attend all meetings. There was further discussion on the site location of the new Center.

c. Wold Architects and Engineers Presentation – Mr. Kritta introduced Wold’s project team members and stated that he would oversee the entire project. Mr. Kritta presented a PowerPoint presentation and distributed an overview of Wold’s presentation and reviewed the vital concerns, project approaches and Wold benefits. A preliminary timeline was reviewed identifying key elements of the project including planning meetings, Board meetings and construction meetings. Wold would blend their project team with local companies; they have worked extensively within the City of Lansing. The firm has designed three consolidated dispatch centers. The decision making process should include input from the stakeholders and 911 staff. Homeland Security standards were discussed as well as LEED certification. Further soil evaluations should be taken before the building can be designed to determine the placement of the building as well as whether it should be a one or two story building. Mr. Kritta indicated that they have not worked directly with the three proposed construction management firms. Challenges would be to balance the budget, scheduling and making sure all voices are heard.

3. Building Authority and Evaluation Committee - Post Interview Discussion - Mr. Cohl summarized the expertise of each of the three firms’ presentations and he felt that the Evaluation Team did an excellent job in narrowing down the applicants to three A/Es. Wold submitted the highest bid and the Building Authority did not consider this firm further. Landmark Design and Tower Pinkster both are experienced A/Es and would address issues as they arose. Tower Pinkster emphasized energy saving; however, Landmark demonstrated experience and knowledge of building multiple 911 centers; both firms would be able to start immediately. Tower Pinkster offered assistance with funding options.
The Evaluation Team had visited Monroe, Leelanau, and Ottawa 911 Centers that were designed by Landmark. The Building Authority requested the Evaluation Team to contact 911 Directors and County Administrators to check their satisfaction with both Tower Pinkster and Landmark Design and their overall experience with these two firms and report back to the Building Authority on September 1, 2010.

Public Comment:  None.

Announcements:  None.

The meeting adjourned at 4:40 p.m.

Respectfully Submitted,

Mary A. Lannoye
Secretary, Ingham County Building Authority
INHAM COUNTY BUILDING AUTHORITY
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7206 FAX (517) 676-7306

MINUTES
September 1, 2010

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

Others Present: John Neilsen, Jim Hudgins, Richard Terrill, Linda Sjolund, Bruce Gaukel, Lance Langdon, Craig Willison, Frank Bartoszer, Daniel Rathburn, Lindsey Ames, Barry Roney, Rob Lange, John Bretz, David Olsen, Dennis Carignan, Randy Jobin, Ken Lawless, Chad Reihl, Jim Anderson

Call to Order: The Ingham County Building Authority meeting was called to order at 1:00 p.m., Wednesday, September 1, 2010, Conference Room A, Hilliard Building, 121 E. Maple St., Mason

Approval of the August 31, 2010 Minutes: Minutes were not available and will be submitted at the next Building Authority meeting.

Additions to the Agenda: None.

Limited Public Comment: None.

4. Building Authority and Evaluation Committee - Pre Interview

   Peter Cohl reviewed the interview process and welcomed the Evaluation Team to ask questions during the Q & A segment of the meeting. The Building Authority and Evaluation Committee members expressed their opinions and analysis of the three A/E firms (Landmark Design, Tower Pinkster, and Wold) that were interviewed on August 31, 2010, for the 911 Consolidated Center. The Building Authority will make a decision about the A/E firm for the project after the C/M interviews are complete. The Evaluation Team consisting of Bruce Gaukel, Director City of Lansing’s 911 Center; Tom Shewchuk, Ingham County MIS Director; James Hudgins, Ingham County Purchasing Director; Richard Terrill, Ingham County Facilities Director; and John Neilsen, Ingham County Deputy Controller reviewed all the proposals and have recommended that the Building Authority interview the following C/M firms: Owen-Ames-Kimball, Granger Construction, and Clark Construction.

5. Presentations and Q & A

   a. Owen-Ames-Kimball Presentation: Introductions were made; their team members include Craig Willison, Frank Bartoszer, Daniel Rathburn, and Lindsey Ames. A summary of Owen-Ames-Kimball’s (O-W-K) proposal was distributed. Key considerations of constructing a 9-1-1 facility include building integrity, sustainability, community, project management, municipal experience, and team member experience. O-W-K stated that they would attend any meetings they are requested to attend; they have worked with both Tower Pinkster and Landmark A/E firms; and it was important to review all documents with the A/E firms. They would work with local vendors and would request input from the County in terms of what vendors they have used and would use local materials to keep costs down. If errors are made on their part or the A/E firm, O-W-K will work toward a resolution. In order to complete the project’s timeline it is important to have the correct manpower to do the job; keep the project on budget and work with the community. O-W-K viewed this project as an
“Essential Facility” to the County, so it must be a secure building. LEED was discussed.

b. **Granger Construction Presentation**: Granger introduced their team members - Barry Roney, Rob Lange, John Bretz, David Olsen, and Dennis Carignan,. The Building Authority discussed Granger’s fees and the difference from other bids. Mr. Carignan responded that over 900 hours was built into the budget for pre-construction services and Granger places a lot of value in this phase. Granger stated that they would work with the A/E firm developing the vision of the Center that will be built and will thoroughly evaluate all bids for contracts/subcontracts that are submitted. A thorough review of documents with the A/E firm is important to reduce changes and costs. Granger provides a paperless project management system approach to help expedite the project. Granger indicated that they have built secured facilities but not a 9-1-1 Center. Granger’s Lansing Office has worked on previous projects with Tower/Pinkster but not Landmark Designs.

c. **Clark Construction Presentation**: Clark introduced their team members - Randy Jobin, Ken Lawless, Chad Reihl, and Jim Anderson. Clark has worked with the County on several projects in the past including the VMC/GPB and has completed several 911 Centers. Pre-construction services add value to the project; they have 22 employees with four of these employees in their LEED department. Detailed accounting project budgets, constructability reviews, BIM 3D applications and Clark’s Tradehour Scheduling Process (timeline software) can save 1/10 of the cost of construction. Clark has built in 234 hours of pre-construction services. Clark indicated that they would be totally involved in all meetings (bidding, construction, community). Clark has extensive knowledge of local trades, experience with PLAs, and construction of public projects. The project design/bid/construction documents are done electronically and everyone involved in the project has access to the information including the County team. Clark provides valued added project services, MIOSHA Platinum Award for Safety, and a proven team of experts. Clark has worked with Tower Pinkster and Landmark Design. Problems that Clark foresees are the potential for a high water table and evaluation of the building’s basement. Clark was involved in the Washtenaw 911 project.

6. **Building Authority and Evaluation Committee - Post Interview Discussion**
Mr. Cohl summarized the expertise of each of the three firms’ presentations and he felt that the Evaluation Team once again did an excellent job in narrowing down the applicants to three Construction Management firms. There was further discussion.

MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE TO OFFER A CONTRACT TO CLARK CONSTRUCTION COMPANY FOR THE 911 CONSOLIDATED CENTRAL DISPATCH CENTER FOR CONSTRUCTION MANAGEMENT SERVICES AS OUTLINED IN THEIR MAY 12, 2010 PROPOSAL, SUBJECT TO AND CONDITIONED UPON THE INGHAM COUNTY BOARD OF COMMISSIONERS’ APPROVAL OF THE RESOLUTION APPROVING THE PROJECT, AND A SATISFACTORY CONTRACT IS NEGOTIATED WITH CLARK CONSTRUCTION COMPANY SUBJECT TO REVIEW AND APPROVAL BY THE COUNTY ATTORNEY. IN ADDITION THE BUILDING AUTHORITY REQUESTS THE INGHAM COUNTY PURCHASING DEPARTMENT TO REVIEW THE PROPOSED FEE STRUCTURE.

MOTION CARRIED UNANIMOUSLY.

The Building Authority discussed the A/E firms’ proposals. It was noted that there was a $17,000 difference in the Landmark proposal as opposed to Tower Pinkster’s proposal. Mr. Gaukel indicated that both Landmark Design and Tower Pinkster are capable of building the 911 Center but felt experience in building this type of center should not be discounted. There was further discussion.
MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE TO OFFER A CONTRACT TO TOWER PINKSTER TITUS ASSOCIATES INC. FOR THE 911 CONSOLIDATED CENTRAL DISPATCH CENTER FOR ARCHITECTURAL AND ENGINEERING (A&E) SERVICES AS OUTLINED IN THEIR MAY 13, 2010 PROPOSAL, SUBJECT TO AND CONDITIONED UPON THE INGHAM COUNTY BOARD OF COMMISSIONERS’ APPROVAL OF THE RESOLUTION APPROVING THE PROJECT, AND A SATISFACTORY CONTRACT IS NEGOTIATED WITH TOWER PINKSTER SUBJECT TO REVIEW AND APPROVAL BY THE COUNTY ATTORNEY.

MOTION CARRIED UNANIMOUSLY.

Jim Hudgins will prepare the Notice of Award for Tower Pinkster and Clark Construction for Ms. Lannoye to sign. Mr. Neilsen will prepare a resolution for the Board of Commissioners. Mr. Schertzing stated that this will be a Building Authority contract and Building Authority meetings will be scheduled monthly which will include monthly reports. Mr. Terrill will be the point person for this project and will work with the A/E and C/M firms and report to the Building Authority.

Public Comment: None.

Announcements: None.

The meeting adjourned at 4:30 p.m.

Respectfully Submitted,

Mary A. Lannoye
Secretary, Ingham County Building Authority