THE INGHAM COUNTY BUILDING AUTHORITY WILL MEET ON
Thursday, September 8, 2011 at 3:30 P.M.
Ingham County Human Services Building
5303 S. Cedar Street, Human Resources Department Conference Room
Lansing, Michigan

AGENDA

Call to Order
Approval of the August 4, 2011 Minutes
Additions to the Agenda
Limited Public Comment

1. 911 Dispatch Center
   a. Project – Update (No Materials)
   b. Construction Schedule Update (No Materials)
   c. 911 Central Dispatch Furniture Bid Summary
   d. 911 Tower Bid Summary
   e. Performance Bonds for 911 Central Dispatch Facility

2. Approval of Change Order - Clark Construction Change Order

3. Approval of Invoices
   a. Tower Pinkster Invoice #44335 for $733.95
   b. Tower Pinkster Invoice #44342 for $13,511.64
   c. Clark Construction Application No. 3 for $81,409.68

4. Schedule of Meetings for the Remainder of 2011

5. Other Business

   Announcements

   Public Comment

   Adjournment
Members Present: Peter Cohl, Mary Lannoye and Eric Schertzing
Members Absent: None
Others Present: John Neilsen, Chad Riehl, Tom Shewchuk, Rick Terrill and Carole Bush-Welch

The meeting was called to order by Chairperson Peter Cohl at 2:00 p.m. in the 1st Floor Conference Room of the Ingham County Courthouse, Mason.

Approval of the June 28, 2011 Minutes
MOVED BY MARY LANNOYE, SUPPORTED BY ERIC SCHERTZING, TO APPROVE THE JUNE 28, 2011 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda
2d. AECOM Invoice #37140430 for $772.50

Limited Public Comment
None.

1. 911 Dispatch Center
   a. Project - Update

   Mr. Riehl updated the Committee regarding the 911 Dispatch Center Project. There was further discussion.

   b. Approve Revised Project Budget Summary

   Mr. Riehl distributed to the Committee the Project Estimate Summary and the GMP Amendment material. The Committee and others present held a lengthy discussion regarding these items.

   MOVED BY MARY LANNOYE, SUPPORTED BY ERIC SCHERTZING, TO APPROVE THE CLARK CONSTRUCTION COMPANY CONTRACT AMENDMENT INCREASING THE FEE TO $4,542,421.00. MOTION CARRIED UNANIMOUSLY.

   MOVED BY MARY LANNOYE, SUPPORTED BY ERIC SCHERTZING, TO APPROVE THE CLARK CONSTRUCTION COMPANY CHANGE ORDER AMENDMENT NO. 001. MOTION CARRIED UNANIMOUSLY.

2. Approval of Invoices
a. Tower Pinkster Invoice #44208 for $1,450.00
b. Tower Pinkster Invoice #44064 for $9,170.57
c. AECOM Invoice #37135774 for $9,367.61
d. AECOM Invoice #37140430 for $772.50

MOVED BY ERIC SCHERTZING, SUPPORTED BY MARY LANNOYE, TO APPROVE THE FOLLOWING FOUR (4) INVOICES: TOWER PINKSTER INVOICE #44208 FOR $1,450.00, TOWER PINKSTER INVOICE #44064 FOR $9,170.57, AECOM INVOICE #37135774 FOR $9,367.61 AND AECOM INVOICE #37140430 FOR $772.50. MOTION CARRIED UNANIMOUSLY.

3. Next Meeting

Chairperson Peter Cohl indicated the date and time for the next meeting will be established in the near future.

4. Other Business

The Committee held a brief discussion about various issues.

Announcements
None.

Public Comment
None.

The meeting adjourned at approximately 2:40 p.m.

Respectfully submitted,

Mary Lannoye
MEMORANDUM

To: Ingham County Building Authority
From: Jim Hudgins, Director of Purchasing
Date: August 29, 2011
Subject: Proposal Summary for the 911 Central Dispatch Furniture

Project Description:
Written sealed proposals were sought from experienced and qualified firms for the purpose of configuring, providing, delivering and installing new 911 furniture for the Ingham County Consolidated 911 Dispatch Facility.

Proposal Summary:
Vendors contacted: 25  Local: 1
Vendors responding: 4  Local: 0

<table>
<thead>
<tr>
<th>Company</th>
<th>Base Bid</th>
<th>Bid Bond</th>
<th>Addendum</th>
<th>Revised Bid(^1)</th>
<th>Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wright-Line</td>
<td>$230,900</td>
<td>Yes</td>
<td>Yes</td>
<td>$145,243</td>
<td>No, Massachusetts</td>
</tr>
<tr>
<td>Russ Bassett</td>
<td>$248,743</td>
<td>Yes</td>
<td>Yes</td>
<td>$158,539</td>
<td>No, California</td>
</tr>
<tr>
<td>Xybix</td>
<td>$224,772</td>
<td>Yes</td>
<td>Yes</td>
<td>$167,911</td>
<td>No, Colorado</td>
</tr>
<tr>
<td>Evans Consoles(^2)</td>
<td>$250,835</td>
<td>No</td>
<td>Yes</td>
<td>N/A</td>
<td>No, Illinois</td>
</tr>
</tbody>
</table>

\(^1\) Revised bid reflects the base bid excluding 4 console units, all training room furniture, and no personal environment systems.

\(^2\) Since no Bid Bond was included with Evans’ proposal, it was rejected in accordance with County Purchasing Policy.

Recommendation:
The Evaluation Committee recommends awarding a contract to Russ Bassett in an amount not to exceed $158,539.

Advertisement:
The RFP was advertised in the Lansing State Journal, El Central and posted on the Purchasing Department Web Page.
MEMORANDUM

To: Ingham County Building Authority
From: Jim Hudgins, Director of Purchasing
Date: August 29, 2011
Subject: Bid Summary for the 911 Tower

Project Description:
Sealed bids were sought from experienced and qualified firms for the purpose of providing and installing a new communications tower for the Ingham County Consolidated 911 Dispatch Facility.

This project was rebid as only one responsive bid was received the first time.

Bid Summary:
Vendors contacted: 9  Local: 1
Vendors responding: 2  Local: 1

<table>
<thead>
<tr>
<th>Company</th>
<th>Base Bid</th>
<th>Bid Bond</th>
<th>Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. Ranck Electric</td>
<td>$227,660</td>
<td>Yes</td>
<td>No, Mount Pleasant</td>
</tr>
<tr>
<td>Earthcom Inc.¹</td>
<td>$203,150</td>
<td>No</td>
<td>Yes, Lansing</td>
</tr>
</tbody>
</table>

¹ Since no Bid Bond was included with Earthcom’s proposal, it was rejected in accordance with the Ingham County Purchasing Policy.

Recommendation:
The Evaluation Committee recommends awarding a contract to J. Ranck Electric in an amount not to exceed $227,660, who submitted the lowest responsive and responsible bid. J. Ranck Electric is bonded and insured, and has the necessary references and experience required for performing services under this contract.

Advertisement:
The RFP was advertised in the Lansing State Journal, numerous construction plan houses and posted on the Purchasing Department Web Page.
MEMORANDUM

To: Ingham County Building Authority
From: Jim Hudgins, Director of Purchasing
Date: September 1, 2011
Subject: Bonding for 911 Central Dispatch Facility

County policy and Public Act 1963, No. 213 requires any contractor who has a contract with the County for the construction of a public building that is in excess of $50,000 to provide 100% of the contract amount coverage in a Performance Bond and Payment Bond. The bond must be with a surety company satisfactory to Ingham County and who is listed in the Federal Register as published by the U.S. Department of Treasury under the most recently revised Circular 570. In addition, the surety company is required to be admitted and licensed to do business in the State of Michigan by the Michigan Department of Labor and Economic Growth Office of Finance and Insurance, and have a minimum A.M. Best Company's Insurance Report Rating of a or a- (excellent credit rating).

Clark Construction Company, Construction Manager, recently submitted to the Purchasing Department, Performance and Payment Bonds each in the amount of $4,271,835 for the construction of the 911 Central Dispatch Facility. Clark’s surety, Chubb Group of Insurance Companies (Federal Insurance Company), is rated aa- (superior credit rating) by A.M. Best Company for long-term, and rated AMB-1+ (strongest) for short-term financial obligations. Additionally, Chubb is listed in the Federal Register as published by the U.S. Department of Treasury (Circular 570), and is licensed by the State of Michigan to conduct insurance and bonding services (National Association of Insurance Commissioners [NAIC] #12777).

Based on this information, Clark has satisfied the bonding requirements for this project.

Respectfully,

Jim Hudgins
Agenda Item 2

Prime Contract Change Order

Contract and Owner w/ budget codes

Ingham County Consolidated 911 Facility  Project # 10-2872

Date: 8/24/2011  Contract Date: 10/14/2011
To Contractor:               Contract Number: 2572
Clark Construction Company  Change Order Number: 002
3555 Moores River Drive, P.O. Box 40087
Lansing, MI 48901

The Contract is hereby revised by the following items:

<table>
<thead>
<tr>
<th>PCO</th>
<th>Budget Code</th>
<th>Description</th>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>002</td>
<td>002572 06 00300</td>
<td>Building Permit Fee</td>
<td>Clark Construction Company</td>
<td>$17,984.39</td>
</tr>
<tr>
<td>002</td>
<td>002572 06 00500</td>
<td>Additional Bond Cost</td>
<td>Clark Construction Company</td>
<td>$7,294.02</td>
</tr>
<tr>
<td>002</td>
<td>002572 06 00300</td>
<td>Bid Advertisement</td>
<td>Clark Construction Company</td>
<td>$6,065.34</td>
</tr>
<tr>
<td>002</td>
<td>002572 06 00380</td>
<td>Construction Testing Budget</td>
<td>Soil and Material Engineers</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>002</td>
<td>002572 03 17000</td>
<td>Tower</td>
<td>J. Renk Electric Inc.</td>
<td>$227,860.00</td>
</tr>
<tr>
<td>002</td>
<td>002572 03 05500</td>
<td>Extra Material for Roofing</td>
<td>Mid Michigan Roofing</td>
<td>$11,020.00</td>
</tr>
<tr>
<td>002</td>
<td>002572 06 01000</td>
<td>Construction Management Fee</td>
<td>Clark Construction Company</td>
<td>$5,892.00</td>
</tr>
<tr>
<td>002</td>
<td>002572 06 00500</td>
<td>CM Bonds</td>
<td>Clark Construction Company</td>
<td>$2,277.00</td>
</tr>
</tbody>
</table>

The original Contract Value was.................................................................................. $328,790.00
Sum of changes by prior Prime Contract Change Orders.................................................. $3,845,458.61
The Contract Value prior to this Prime Contract Change Order was.................................. $4,271,835.61
The Contract Value will be changed by this Prime Contract Change Order in the amount of $297,902.73
The new Contract Value including this Prime Contract Change Order will be.................... $4,569,738.34
The Contract duration will be changed by........................................................................ 0 Days

The revised Substantial Completion date as of this Prime Contract Change Order is

Clark Construction Company
CONTRACTOR
3555 Moores River Drive, P.O. Box 40087
Lansing, MI 48901

Ingham County Building Authority
OWNER
345 S. Jefferson
P.O. Box 319
Mason, MI 48854

Address
By Chad Rich, CPC
SIGNATURE 6/24/11
DATE

Contract Number: 2572  Change Order Number: 002

Page 1 of 1
Agenda Item 2

Building Safety Office

August 16, 2011

Eric Hackman
Tower Pinkerton
242 East Kalamazoo Ave., Suite 200
Kalamazoo MI 49007-3828

RE: JCNB11-0002
812 (710) East Jolly Road
New 911 Center

Dear Mr. Hackman,

The Building Safety Office of the City of Lansing has reviewed the construction documents submitted to our office for the above project for compliance with the 2009 Michigan Building Code, which incorporates the 2009 Edition of the International Building Code as amended and adopted by the State of Michigan and enforced by the City of Lansing.

The project is also subject to the 2009 Edition of the Michigan Mechanical Code, 2009 Edition of the Michigan Plumbing Code, the 2008 Edition of the National Electrical Code, all as amended by the State of Michigan and the 2003 Edition of the International Fire Code. In addition to a Building Permit, separate trade permits where applicable, shall be obtained from this office prior to the commencement of work on the project.

The Building Permit Fee as determined by this Office is $17,984.75 based upon a valuation of $3,168,529.00 and the Plan Review Fee is $8,891.61, for a total fee of $27,876.36. Separate fees will be due for any trade permits required for the project. The Plan Review Fee has been paid.

City of Lansing

2572 - 3090 - R
Agenda Item 2

Chad Riehl

From: Lori Kingclyde [kingclyde@mourer-foster.com]
Sent: Wednesday, August 24, 2011 12:01 PM
To: Chad Riehl
Subject: RE: Payment and Performance Bond.

The cost of this bond at the contract amount of $4,271,835 will be $31,294. Please let me know if you need anything else. I'll get working on the bonds.

Do you have a contract date for this project?

7,294.00

Lori Kingclyde
Maurer Foster, Inc.
Bond Department
615 N. Capitol Ave., Lansing, MI 48933
(517) 346-5215 – Direct Line
(517) 371-2174 – FAX

The goal of Maurer Foster Inc. is to provide our customers with the most comprehensive insurance services at the best possible value, serviced by the most helpful, knowledgeable, courteous staff in the business. Let us know how we are doing by sending us your feedback at customersatisfaction@mourerfoster.com.

From: Chad Riehl [mailto:criehl@clarkcc.com]
Sent: Wednesday, August 24, 2011 11:19 AM
To: Lori Kingclyde
Subject: Payment and Performance Bond.

Lori,

I need to get a P&P Bond for the Ingham County 911 Project. Can you get me our cost for this bond? I need to know the cost of the bond for a change order I am preparing for the county. I don’t necessarily need the bond right away, but would like the cost as soon as possible. Let me know if you have any other questions. Thanks.

CLARK Construction Company
3635 Moore River Drive, PO Box 40087, Lansing, MI 48901
Direct - 517.346.5130 | Fax - 517.372.0668 | Cell - 517.881.5867

Please consider the environment...only print this email if necessary!
Agenda Item 2

GANNETT MICHIGAN NEWSPAPERS
P.O. Box 20016
Lansing, MI 48916
RETURN SERVICE REQUESTED
Billing 1-866-228-5918

015555000000000000021117440005598061051A

CLARK CONSTRUCTION CO
REF #2213 SITWORK
3535 HOODS RIVER DR
LANSING, MI 48911-1075

RETURN THIS SECTION TO ENSURE PROPER CREDIT. PLEASE MAKE YOUR PAYMENT PAYABLE TO: Gannett Michigan Newspapers
P.O. Box 977813, Dallas, TX 75367-7813

DATE  DET  CHGS  DESCRIPTION  TIMES  RATE  AMOUNT
0627  0718  BALANCE FORWARD
0725  LBX ADV PAYMENT THANK-YOU
0731  LBX ADV PAYMENT THANK-YOU
0731  LATE PAYMENT CHARGE

6,055.34
276.12
263.89
82.73

RECEIVED
AUG 11 2011
CLARK CONSTRUCTION COMPANY

Sign up for free e-invoicing now. C

TO ENSURE PROPER CREDIT PLEASE RETURN TOP SECTION A

CUSTOMER NO: 015555
NAME CLARK CONSTRUCTION CO
DUE DATE 08/15/11

For your records:
AMOUNT PAID

GANNETT MICHIGAN NEWSPAPERS
ADVERTISING INVOICE/STATEMENT

08/15/11
### Agenda Item 3a

**TowerPinkster**

**Making It Real**

**RENT TO: Tower Pinkster Title Associates Inc.**
212 East Kalamazoo Avenue, Suite 260 - Kalamazoo, Michigan 49007-5828 - 269-343-6133 PHONE - 269-343-6693 FAX

**CORPORATE TAX ID NUMBER: 38-1403271**

**July 31, 2011**

**INGHAM COUNTY FACILITIES**

**DEPARTMENT**

**PO BOX 319**

**121 E MAPLE STREET**

**MASON, MI 48654**

**Project No:** 10143.00

**Invoice No:** 44935

**Project:** 10143.00  **INGHAM COUNTY 911 DISPATCH FACILITY**

**INGHAM COUNTY**

**CONSOLIDATED 911 DISPATCH FACILITY**

**Professional Services from June 25, 2011 to July 29, 2011**

<table>
<thead>
<tr>
<th>Fee</th>
<th>Billing Phase</th>
<th>Percent Complete</th>
<th>Earned</th>
<th>Previous Fee Billing</th>
<th>Current Fee Billing</th>
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<tbody>
<tr>
<td>29,000.00</td>
<td>SCHEMATIC DESIGN</td>
<td>100.00</td>
<td>29,000.00</td>
<td>29,000.00</td>
<td>0.00</td>
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<tr>
<td>31,900.00</td>
<td>DESIGN DEVELOPMENT</td>
<td>100.00</td>
<td>31,900.00</td>
<td>31,900.00</td>
<td>0.00</td>
</tr>
<tr>
<td>52,200.00</td>
<td>CONSTRUCTION, DOCUMENTS</td>
<td>100.00</td>
<td>52,200.00</td>
<td>52,200.00</td>
<td>0.00</td>
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<tr>
<td>2,900.00</td>
<td>BIDDING/NEGOTIATION</td>
<td>100.00</td>
<td>2,900.00</td>
<td>2,900.00</td>
<td>725.00</td>
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<tr>
<td>29,000.00</td>
<td>CONSTRUCTION, ADMINISTRATION</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Fee</strong></td>
<td><strong>145,000.00</strong></td>
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<td><strong>116,000.00</strong></td>
<td><strong>115,275.00</strong></td>
<td><strong>725.00</strong></td>
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</table>

**Reimbursable Expenses**

<table>
<thead>
<tr>
<th>POSTAGE/FREIGHT</th>
<th>Total Reimbursables</th>
<th>Current</th>
<th>Prior</th>
<th>To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.14</td>
<td>8.14</td>
<td>8.95</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Billing Limits**

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Limit</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,025.04</td>
<td>5,686.99</td>
<td>4,250.00</td>
</tr>
<tr>
<td>613.01</td>
<td>$733.95</td>
<td></td>
</tr>
</tbody>
</table>

**INVOICE**

**TERMS: NET / 30 DAYS** Invoices unpaid after 30 days are subject to interest charge of 1½% per month, which is 18% per year.
## Agenda Item 3b

### August 19, 2011

**Project No:** 10143.21  
**Invoice No:** 44342

### INGHAM COUNTY FACILITIES  
**DEPARTMENT**  
**PO BOX 319**  
**121 E MAPLE STREET**  
**MASON, MI 48854**  

**Project:** 10143.21  
**INGHAM CO 911 DISPATCH POST BID ADDENDUM**

**INGHAM COUNTY - CONSOLIDATED 911**  
**ADDITIONAL SERVICES - POST BID ADDENDUM**

**Professional Services from June 25, 2011 to August 05, 2011**

#### Professional Personnel

<table>
<thead>
<tr>
<th>Hours</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINCIPALS</td>
<td></td>
</tr>
<tr>
<td>MIKON, ARNOLD</td>
<td>8.00</td>
</tr>
<tr>
<td>WHITE, DONALD</td>
<td>20.50</td>
</tr>
<tr>
<td>SR ASSOCIATE STAFF</td>
<td></td>
</tr>
<tr>
<td>HAUSMAN, PERRY</td>
<td>26.50</td>
</tr>
<tr>
<td>SENIOR STAFF</td>
<td></td>
</tr>
<tr>
<td>DUBOIS, DOUGLAS</td>
<td>1.00</td>
</tr>
<tr>
<td>HACIMAN, ERIC</td>
<td>21.50</td>
</tr>
<tr>
<td>JOHNSON, GARY</td>
<td>2.00</td>
</tr>
<tr>
<td>MASEK, RON</td>
<td>2.00</td>
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<tr>
<td>TECHNICAL STAFF</td>
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</tr>
<tr>
<td>GARBERICK, SCOTT</td>
<td>4.00</td>
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<tr>
<td>STRANGE, MARCIA</td>
<td>11.50</td>
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<tr>
<td>Total</td>
<td>97.00</td>
</tr>
</tbody>
</table>

**Total Labor:** 13,482.50

#### Reimbursable Expenses

- **PRINTING/REPRO VENDOR**
  - Current: 26.49
  - Prior: 26.49
  - To-Date: 29.14
  - Total Reimbursables: 26.49

#### Billing Limits

<table>
<thead>
<tr>
<th>Billing Limits</th>
<th>Current</th>
<th>Prior</th>
<th>To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
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<td>6,317.50</td>
</tr>
<tr>
<td>Remaining</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total this Invoice:** $13,011.64

---

**INVOICE**  
**TERMS: NET / 30 DAYS**  
Invoices unpaid after 30 days are subject to interest charge of 1½% per month, which is 18% per year.
Agenda Item 3c
Tentative Dates for Building Authority Meetings for the Remainder of 2011

- September 27, 2011
- October 25, 2011
- November 22, 2011
- December 13, 2011

**These dates are the same day as the 2nd Board of Commissioners’ Meeting for each month.**

**Time and location to be determined.**