

REPORT OF MINUTES
BOARD OF TRUSTEES
SPECIAL BOARD MEETING

BAY de NOC COMMUNITY COLLEGE
Catherine Bonifas Board Room (201D)
Escanaba, MI

February 29, 2016

The meeting was called to order at 11:32 p.m. ET by Board Chair, Philip Strom.

Roll call was taken by Assistant Board Secretary, Laura Johnson.

Board Members Present: Tom Butch, Eric Lundin, Joy Hopkins, Bill Lake,
Tom England, Jim Hermans, Philip Strom

Board Member Absent: None

Administration: Kevin Carlson, Kim Carne, Laura Coleman,
Chris Williams

Guest: Jordan Beck, *Daily Press*

Recorder: Laura Johnson, Assistant Board Secretary

Philip Strom stated the meeting was called to award the bid for the Academic Success Center, Math Science, and Besse Center renovation. The meeting was turned over to Chris Williams, Vice President of Operations.

Chris Williams reviewed the summary of bids received for the Academic Success Center, Math Science, and Besse Center renovation. Five bidders submitted base bids (project as a whole) and alternate bids for specific areas of the project. The information presented was from the bid tabulation sheet filled in during the public bid opening.

Jim Hermans asked if Blomquist Architects made a recommendation and Chris responded they had and that they recommended Gundlach Champion, Inc. as the low bidder.

Overall, the bids came in lower than anticipated resulting in the opportunity to request restoring items previously removed from the project and additional projects to finish the courtyard.

The two low bids from Gundlach Champion, Inc. and Roy Ness Contracting & Sales were less than one-percent of each other (\$27,900). Both contractors have provided satisfactory services for previous projects, are qualified, and submitted sufficient schedules to meet the timelines.

Trustees discussed preference for local labor when Delta County tax dollars will fund the majority of the project through repayment of the bond.

Chris proposed 13 items for \$327,000 be added back into the project to create integrity lost when cuts were made to the project. Each item was reviewed:

1. Additional funds for roof replacement
2. Library movers, 2 moves
3. Increase abatement allotment
4. Silver Maple pruning and protection
5. Roofing insulation
6. Carpet allowance, increase quality
7. Lot A asphalt allowance
8. Custodial equipment
9. Library short stacks
10. Library reference shelf
11. Office furniture for ASC offices
12. Computers and software
13. Library entrance canopy

Chris also proposed four additional associated projects be considered in the bond. These projects must be bid out. The projects included replacement of the LRC exterior siding, veterans' memorial in the courtyard, landscaping, and replacement trees in the courtyard.

Discussion was held about the project requests and clarified funding of the project is supported by the \$1 million donation from the John and Melissa Besse Foundation and the bond sale amount.

Contingencies for construction and the owner are included in the project bids and costs.

Phase II of the project will be completed August 8 for building occupancy with final completion (Phase III) the third week of December 2016.

It was motioned by Tom England and seconded by Joy Hopkins to:

“Enter into contract with Roy Ness for general contractor services in the amount of 3,636,900 for the Academic Success Center, Math Science, and Besse Center Renovation project subject to legal counsel, and financed by the bond sale on April 13, 2016.”

Discussion was held to clarify the contract includes the base and alternate bids listed. Additional items discussed need authorization to include in the bond sale.

Ayes: Joy Hopkins, Tom England, Bill Lake, Eric Lundin, Philip Strom, Tom Butch,
Jim Hermans

Nays: None

Abstentions: None

No further discussion. Motion carried unanimously.

It was motioned by Bill Lake and seconded by Jim Hermans to:

“Authorize additional project costs of \$327,000 for the 13 items presented to add back into the project; \$91,000 for the four (4) items presented as additional associated projects; \$359,522 for fees; and \$789,076 for furniture; a total of \$1,566,598 be included in the bond amount.”

Ayes: Jim Hermans, Tom Butch, Philip Strom, Eric Lundin, Bill Lake, Tom England, Joy Hopkins
Nays: None
Abstentions: None

No further discussion. Motion carried unanimously.

Dr. Coleman requested the bond amount include funding of up to \$496,502 to move forward with planning for the purchase of property discussed at the Board Retreat held on November 13, 2015.

Trustees approved to issue bonds up to \$4.7 million at the Regular Meeting on February 17, 2016. The bond amount needed for the Academic Success Center, Math Science, and Besse Center renovation is \$4.2 million.

The bond proceeds must be spent within three years which would allow funds to be available for the opportunity to purchase property previously discussed.

Discussion was held.

It was motioned by Tom Butch and seconded by Bill Lake to:

“Authorize issuance of a bond for \$4.7 million inclusive of the general contractor bid of \$3,636,900 and the additional projects, fees, and furniture of \$1,566,598 for the Academic Success Center, Math Science, and Besse Center Renovation project, and up to \$496,502 to move forward with planning for the purchase of property.”

Ayes: Joy Hopkins, Tom England, Bill Lake, Eric Lundin, Philip Strom, Tom Butch, Jim Hermans
Nays: None
Abstentions: None

No further discussion. Motion carried unanimously.

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On a motion by Bill Lake and seconded by Tom England:

“The meeting was adjourned.” Motion carried unanimously. The meeting adjourned at 12:21 p.m. ET.

	3/01/2016	
Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date

Philip L. Strom Board Chair	Approval Date
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