

## **REPORT OF MINUTES**

### **BOARD OF TRUSTEES SPECIAL MEETING**

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

**September 11, 2018**

Vice-Chair, Bill Lake, called the meeting to order at 12:03 p.m. ET.

Members Present: Eric Lundin, Philip Strom, Tom Butch, Terri Mileski, Steve Davis, Bill Lake; Joy Hopkins attended by phone

Members Absent: None

Administration: Laura Coleman, Eileen Sparpana, Chris Williams

Guests: Craig Woerpel, WDBC  
Mark Blomquist, Blomquist Architects

Recorder: Laura Johnson, Assistant Board Secretary

Dr. Coleman referred trustees to the comparison of General Contractor proposals by estimated project budget and preliminary project schedule for the General Contractor Fixed Fee for Phase 1 of the 2018 Bay Athletics expansion and renovation project. Three contractors participated: Howard Immel Inc., Moyle Construction, and Roy Ness Contracting.

Dr. Coleman stated that Roy Ness Contracting of Escanaba came in with the lowest bid and are fully qualified. They have a good safety record and bond rating and the College has had good results with them as a contractor in the past and appreciates the opportunity to award to a local vendor.

Chris Williams, VP of Operations, added that construction of Phase I can start this fall. Phase I includes the addition of locker rooms, office, and storage for Athletics. Phase II adds a new entrance and space for the public. The rendering provided, illustrated the building design that will complement the HUB and Library buildings and coordinate with the brick feature of other buildings on campus.

Dr. Coleman responded to Tom Butch's question about how close the bid came in compared to the cost of the project. The project is budgeted at \$1.2 million and the low bid came in \$90,000 over. Administration expects to recommend year-end revenues be allocated to the fund balance to cover the additional project cost instead of putting it into the reserve fund. Mark Blomquist stated he expects it will be possible to negotiate savings to reduce the overage because the figures are estimates. Contractors were given a target

budget of \$1.1 million and he is satisfied that the bids returned honest opinions. He is confident in the estimate from Ness because their projections were more in line with how the building is being put together and they also obtained sub-pricing for mechanical, electrical, and plumbing work with local contractors with the most experience with this building. Ness also provided a project schedule that most closely matched the project phases.

Mark responded to concern expressed by trustees about the rising cost of steel tariffs. He explained that initially the plan was to build a pre-engineered metal building, but it was decided best to use insulated concrete forms which were used for the library building. This will allow the roof membrane to go on earlier, improve the overall delivery schedule, and hopefully reduce the cost. The College's risk lies in the unpurchased materials.

Mark added that the ASC contract, already scrutinized by the College's legal counsel, will be a template with Ness for the \$100,000 fee. The sub-prices will be competitively bid and added to the contract by change orders approved by the Board. The College's risk will diminish as materials are purchased with each change order.

Mark suggested the Board may want to move to a design-build contract which would reduce the fee for the architect by moving to a pre-engineer agreement because the design and construction services would be contracted by a single entity. He will report back to Chris Williams about this after it is discussed with Ness so the best way to get to completion with the least risk can be determined.

Chris explained the existing electrical service in the gymnasium building will be used for Phase I. New service will be added during Phase II so electrical expenses can be identified between the College and the YMCA.

Chris added that the YMCA has also contracted with Ness and Blomquist for their project.

Mark added that additional factors for using concrete forms include comparing a twelve-week order time for a pre-engineered metal building that forces the plumbing underneath to be done early and requires protection until the building arrives, to using a bar joist system that may arrive in six weeks and allows the roof to go on earlier, creating a ready-made enclosure to start the plumbing and heating. Long term, the concrete forms provide better opportunity for efficient heating and cooling. The tariff increase should not be as great an issue using rebar instead of fabricated steel. Providing sub-contractors inside work during the winter will also benefit the project timeline.

Trustees discussed benefits of the ability to award the contract locally.

It was motioned by Eric Lundin and seconded by Phil Strom to:

**“Approve Administration’s recommendation to award the \$100,000 General Contractor Services Fixed Fee for Phase 1 of the 2018 Bay Athletics Expansion and Renovation Project to Roy Ness Contracting.”**

**Roll Call:**

**Ayes:** Phil Strom, Terri Mileski, Steve Davis, Tom Butch, Eric Lundin, Bill Lake, Joy Hopkins  
**Nays:** None  
**Abstentions:** None

No further discussion. Motion carried unanimously.

Eric Lundin suggested with an escalated timeframe, authorization to approve change orders be given to Administration within a certain dollar amount. There are four total bid packages (RFPs) for the project. Discussion determined that the change orders between the four large bid packages do not need Board approval. The Board will approve the three large bid packages.

**Adjournment:**

It was motioned by Phil Strom and seconded by Terri Mileski to:

**“Adjourn the meeting.”** The meeting adjourned at 12:27 p.m. ET. No discussion. Motion carried unanimously.

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Laura L. Johnson  
Assistant Board Secretary

9/11/2018  
Completion Date

Approval Date

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William W. Lake  
Board Vice-Chair

Approval Date