

REPORT OF MINUTES
BOARD OF TRUSTEES
BUILDINGS & GROUNDS COMMITTEE MEETING

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

August 31, 2022

Buildings & Grounds Committee Chair Nick Chenier called the meeting to order at 4 p.m. ET.

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

Committee Members Present: Steve Davis, Nick Chenier, Terri Mileski (ex-officio)

Committee Member Absent: Wendy Middaugh

Administration: Steve Carlson, Laura Coleman, Eileen Sparpana

Recorder: Laura Johnson, Assistant Board Secretary

Dr. Coleman advised the Building and Grounds Committee meeting was called to communicate information about the bid award process for the parking lot repair, sealing and re-striping project awarded to Draze Sealcoating.

Vice President of Finance & Operations Eileen Sparpana and Director of Facilities Steve Carlson reviewed the bid tab results for the project to seal all surfaces and repair cracks greater than 3/8" for two parking lots and a section of road on the main campus. All three respondents attended the mandatory walkthrough. The RFP team met to open and review the bids, which resulted in selection of Draze Sealcoating. Draze was the lowest bidder with a 14% difference between the lowest bids. One respondent expressed concern that the bid was not awarded appropriately. The decision was again reviewed by Steve Carlson and Eileen Sparpana and explained to the unsuccessful bidder.

Discussion was held and trustees were satisfied with the process and decision to award the parking lot project to Draze Sealcoating.

With no further discussion, it was moved by Terri Mileski and seconded by Steve Davis to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 4:21 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date:

Approval Date

Nicholas M. Chenier
Buildings & Grounds Committee Chair

Approval Date