

## **Van Buren County Building Authority Regular Meeting Minutes March 13, 2018**

**Board of Commissioners Room, 2<sup>nd</sup> Floor Administration & Land Services Building**

**1. Call to Order and Determination of Quorum**

The meeting was called to order at 10:00 a.m. by Chairperson Wayne D. Nelson. Present: Robert Linderman, Wayne D. Nelson, Stephen Vicenzi, Paul DeYoung and Karen Makay. A quorum is present.

**2. Approval of Agenda**

Chairperson Nelson asked for unanimous consent to approve the agenda, and with no objections, the agenda was approved.

**3. Approval of Minutes of Regular Meeting held February 13, 2018**

Motion by MAKAY, second by LINDERMAN, to approve the minutes of the regular meeting held February 13, 2018 as presented. Motion carried unanimously.

**4. Public Comment**

There was no public comment.

**5. Items Pertaining to Jail Addition & Renovation Project**

a. A project overview was given by B&G Director Hall. Crews are working on smaller items and finishing details. Mechanical and electric inspections have passed. There will be training on the new systems. Sgt. Josh Griffith advised that they are finalizing policies. Sheriff Abbott updated the Board on status of the floors and tables/seating.

b. A Project Cost & Budget Sheet was prepared by Vicenzi and reviewed by the Board.

c. VBC Network Analyst Brendan Graber explained that additional switches were required and have been installed. Engineered Protection Services are nearing completion with the cameras and doors.

d. A contingency allowance sheet was provided for review and adjustment #03 was submitted for approval today. Motion by DEYOUNG, second by MAKAY, to approve contingency allowance adjustment #03. Motion carried unanimously.

i. Original Miller-Davis contract contingency allowance		\$220,000.00
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ii. Adj #01 approved at 2017-11-14 meeting	\$ 45,338.05	
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iii. Adj #02 approved at 2017-11-14 meeting	\$ 45,733.20	
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iv. Adj #03 to be considered today	\$ 86,185.00	
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v. Total of Adjustment #01-03		<u>\$177,256.25</u>
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vi. <b>Remaining contingency balance</b>		<b>\$42,743.75</b>
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e. Payment Application #12 was submitted and reviewed.

f. There were no change orders.

g. There were no other project items.

**6. Bills for Approval**

Motion by VICENZI, second by MAKAY, to approve payment of bills in the amount of \$312,358.38. Motion carried unanimously.

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Reason</i>
\$293,063.32	Miller-Davis Company	Payment 12	12 <sup>th</sup> progress payment
6,075.00	Engineered Protection Serv	J323087	15% progress payment/PO235718B
1,264.70	MNJ Technologies	3587939	2 Cisco spare Flex Stack drives
2,521.36	MNJ Technologies	3587940	4 Cisco Transceivers; 1 patch panel
121.36	MNJ Technologies	3587941	1 patch panel
7,712.06	MNJ Technologies	3588062	2 Cisco Catalyst switches
153.92	MNJ Technologies	3588397	2 Neat-Patch cable management units
<u>1,446.66</u>	MNJ Technologies	3588474	Cisco premium extended 24/7 exchange service
<b><u>\$312,358.38</u></b>	<b>Total of bills</b>		

**7. Other Business**

There was no other business.

**8. Adjournment**

There being no other business, the Chair adjourned the meeting at 10:35 a.m.

JSI \_\_\_\_\_  
Suzie Roehm  
Building Authority Secretary/County Clerk