

**Van Buren County Building Authority
Special Meeting Minutes
February 27, 2017**

Board of Commissioners Room, 2nd Floor Administration & Land Services Building

1. Call to Order and Determination of Quorum

The special 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, Karen Makay. Absent: None; a quorum is present.

2. Approval of Agenda

Motion by MAKAY, second by LINDERMAN, to approve the agenda as presented. Motion carried unanimously.

3. Public Comment

There was no public comment.

4. Items pertaining to Jail Addition & Renovation Project

- a. Architect Jason Vetne provided an overview of how the project will proceed. Estimated completion is Spring, 2018.
- b. Architect Vetne and Building & Grounds Director Jeff Hall met with bidders to review bids. The recommendation of DLZ is to award the contract to Miller-Davis Company of Kalamazoo, Michigan who submitted the lowest responsive bid in the amount of \$4,877,000.00.
Motion by MAKAY, second by VICENZI, to adopt a resolution to accept the recommendation of DLZ and award the Construction Contract to Miller-Davis Company of Kalamazoo, Michigan.
Roll Call Vote: DEYOUNG – Yes; LINDERMAN – Yes; MAKAY – Yes; NELSON – Yes; VICENZI – Yes.
5 – Yes; 0 – No; Resolution adopted unanimously.
- c. All bids were over the estimated probable construction costs. The bid from low bidder Miller-Davis Company was \$167,000.00 more than estimated. Administrator Cultra will bring the information to the Board of Commissioners for a budget amendment.
- d. If there are change orders needed that are above the adjustments allowance, they will be brought before the Building Authority for approval or change. A kick-off meeting will be scheduled within the next few weeks with construction beginning in 4 to 6 weeks. Bills will be brought to the Building Authority on a monthly basis for payment.

5. Other Business

Undersheriff Hunt outlined the jails plan of action during the construction period. They will be utilizing 3 cells at the South Haven Police Department.

6. Adjournment

There being no other business, the Chair adjourned the meeting at 10:52 a.m.