

# **Vergennes Township- 10381 Bailey Dr. Lowell, MI 49331**

## **Special Board Meeting**

**Meeting Held at 69 Lincoln Lake, Lowell, MI 49331**

August 12, 2019

### **MINUTES**

A Special Meeting of the Vergennes Township Board was held on Monday, August 12, 2019 at 9 a.m at the building located at 69 Lincoln Lake, Lowell MI 49331 -future Vergennes Township Hall location. Present were Wittenbach, Hoffman, Mork, Gillett and Rasch. None were absent. Tim Spitzley and his assistant were in attendance. The purpose of the meeting was to discuss design elements of the elevation drawing provided by architect Tim Spitzley regarding renovation and addition costs.

#### **New Township Hall Building Discussion:**

- Wittenbach and Gillett met with Gordon DeYoung who provided cost savings ideas that were shared with Spitzley.
  - Remove rounded roof area
  - Remove angle of addition
  - Keep current mechanicals where they are located to save cost
  - Bump out of building will be a different material to separate the brick
- There was some discussion of a budget for the addition/remodel- \$600,000 was a figure of discussion
- Fire separation wall is required between the two use groups- community room and office space
- Discussion about line of site-receptionist should see who is driving up and walking up into the building
- There was discussion about looking possible Design Build options.
- Spitzley's bid included all construction prints, electrical, structural, mechanical prints, coordinate bidding, contracts and anything through occupancy – civil work was not included in his quote as we have used our civil engineer - Roosien.
- Spitzley would create a spec book to be used for bidding to make sure we are getting "apples to apples" bids.
- Board met with Lon Tiffany and John DeBlaay from Dan Vos Construction met with and discussed their company and what their company offers.
  1. Full Service Architect Group- Full Design Build option or can utilize customer drawings and plans and build from that point.
  2. No surprises with bidding. Within 10% actual costs
  3. Phase 1- 4-5 weeks, then another 6-7 weeks to put all documents together for a potential bidding to begin January/February. Break Ground Spring 2020. A phase 1 – site plan, elevation and 3-D perspective costs about \$7,500.

4. Must finalize plans now to move forward with getting everything ready for bidding in February with a Spring start date.
5. Clerk Hoffman emphasized importance of being in the building before the primary election in August. A July 1, 2019 completion date would be possible if ground breaking is April 1, 2019.
6. There was discussion about the office-needs-study that was conducted.
7. Hoffman to send PDF of floor plan and site survey to Lon to provide a quote for a phase 1 plan.

Meeting was adjourned at 10:45 a.m.