

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

## **Special Board Meeting**

**June 22, 2020**

### **MINUTES**

A Special Meeting of the Vergennes Township Board was held on June 22, 2020 at 6:30 p.m. Present were Wittenbach, Ford, Mork, Gillett and Rasch. Tim Spitzley, Ken Ford, and Jeanne VanderSloot were also present. The purpose of the meeting was to discuss the construction set of prints and specifications with architect Tim Spitzley for the 69 Lincoln Lake Township Hall building renovation and addition.

The Board reviewed the construction drawings. It was determined that civil drawings need to be done. Board to ask Williams and Works and Roosien to bid on the job.

From Tim Spitzley –

- Recommends bid bonds and performance bonds, written up by Township Attorney
- Recommends checking with I.T. and phone companies for their involvement timing needs
- He will work on allowances
- He will be Township's representative through construction bidding process. The general contractor will run construction crews.
- Board needs to determine electric outlets in offices. Office arrangements need to be determined.
- Needs finals in early August in order to put bids out on September 9. Three week bid time, bid good for 60 days. Construction to begin November 9.

**Meeting was adorned at 8:09 p.m. by Wittenbach**