

Milton Township

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MILTON TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING at 6:30pm October 3, 2013

Township Board Members

Supervisor – Robert Benjamin, Clerk – Sue Kronewitter, Treasurer – Susan Flowers,
Trustee – Eric Renken, Trustee – Kelly Sweeney

CALL TO ORDER/PLEDGE OF ALLEGIANCE: Meeting called to order at 6:30 pm by Benjamin.
Pledge of Allegiance recited. BOT members present: Benjamin, Kronewitter, Flowers, Renken.
BOT members absent: Sweeney.

OTHERS PRESENT: Township Attorney

PUBLIC COMMENT: None

AGENDA: 1. TO AWARD THE BID FOR THE TOWNSHIP HALL BUILDING PROJECT

Supervisor Benjamin informed the public that financing for the project would be an Installment Purchase Agreement and property taxes would not be raised. Seven companies submitted their base bid as well as their bids for 20 additional alternate projects. Architect Hebard explained what each alternate involved. As no bidder names were identified until the final bid was chosen, one by one each alternate project was discussed and each board member was given the opportunity to express concerns and if it should be part of the project with a verbal yes or a no.

After the Board decided on which alternatives to add to the base bid, they reviewed all 7 bids (incorporating the chosen alternatives) to determine which were the most cost effective appropriate and desirable for the Township. The Board was able to immediately eliminate 2 base bids that came out in excess of \$1,644,000.00. These bidders were highlighted in red on the spreadsheet used by the Supervisor, and projected on the wall for the Board and public to see. The next group of bidders, whose bids were similarly ranged at \$1,539,000.00 to \$1,612,000.00 were highlighted in yellow. The two lowest bidders, with all chosen alternatives included, were highlighted in green on the spreadsheet. The Township Board reviewed the two lowest bids, one of which was for \$1,519,000.00 and the other at \$1,529,400.00. The township looked at each of the two low bids, reviewing some of the alternatives that were added. After discussion which included the fact that the Board was entering into an installment purchase agreement with Chemical Bank in the amount of \$1,555,700.00 and putting in an estimated \$100,000.00 of Township funds, along with an additional \$100,000.00 of Township funds that would pay soft costs (architect's fees, etc.), the Township Board determined to take the lowest bid, which was for \$1,654,500.00. Once the Township had determined which bid it would take on the Township Hall Building Project, the bidders' identities were revealed.

Twenty alternates the Board discussed:

C-1 / Patio Apron – Best to have front of building be attractive when 1st completed. **APPROVED**

C-2 / Piping/Trench/Drywell/Infiltration Bed – Adds quicker flow of water to migrate to swell and get water to retention area. **APPROVED**

C-3 / Hydrant Splash Pad - Could be added at a later time after the project is completed. - **OMIT**

C-4 / Irrigation System – Surrounds building, best to install during initial phase of excavation. **APPROVED**

C-5 / Landscaping & Sod – Best to install during initial phase for attractiveness when completed. **APPROVED**

C-6 / Playground Concrete Curb/Sidewalk – The safe tapered edging and curbs around playground for safety - **APPROVED**

A-1 / Porcelain Tile - Costly at onset of project and higher maintenance. - **OMIT**

A-2 / Ceramic Tile - Costly at onset of project and higher maintenance. - **OMIT**

A-3 / Pl. Lam. Casework. Built ins of casework, work stations, outside staff offices, drawers, etc. **APPROVED**

A-4 / Four Visual Display Surfaces/Display Case – Inside and outside display cases for notices. **APPROVED**

A-5 / Door Signage - Wide range of prices, which resulted in the board eliminating all bids because we can very cheaply order signs that we use now as an option. The Architect had added this option.- **OMIT**

A-6 / Rolling Counter Doors – Necessary for security and safety purposes. **APPROVED**

A-7 / Seven Soffit Brackets. Best to have front of building be attractive when 1st completed. **APPROVED**

A-8 / Playground Equipment – Would be ready for use for more kids quicker. **APPROVED**

P-1 / Water Softener. - Best to install during initial building phase. **APPROVED**

M-1 / Cabinet Unit Heaters - Would be nice, but not necessary for the cost. - **OMIT**

E-1 / Site Lighting - Commercial anodized boxed head covers for directional illumination. **APPROVED**

E-2 / Flag Pole Lighting – Much less expensive to have the electric company install an LED fixture, and the monthly maintenance service cost would be very low. - **OMIT**

E-3 / Circuit for Cabinet Unit Heaters - No need the cabinet unit heaters were previously omitted. - **OMIT**

E-4 / Generator – Necessary as the building plans are for building to serve as a Disaster Shelter. **APPROVED**

Motion: Benjamin

Motion to approve resolution 2013-1003-01R to accept the base bid of Frederick Construction in the amount of \$ 1,519,000.00 - Base Project Bid, and, adding the following Alternates:

\$ 7,200.00	C-1 - Patio Apron
\$ 2,300.00	C-2 - Piping/Trench/Drywell/Infiltration Bed
\$ 6,200.00	C-4 - Irrigation System
\$ 19,900.00	C-5 - Landscaping & Sod
\$ 10,500.00	C-6 - Playground Concrete Curb/Sidewalk
\$ 10,300.00	A-3 - Pl. Lam. Casework
\$ 3,900.00	A-4 - 4 Visual Display Surfaces/Display Case
\$ 3,700.00	A-6 - Rolling Counter Doors
\$ 4,500.00	A-7 - 7 Soffit Brackets
\$ 17,500.00	A-8 - Playground Equipment
\$ 8,900.00	P-1 - Water Softener
\$ 1,600.00	E-2 - 2 Flag Pole Lighting
\$ 39,000.00	E-4 - Generator – Necessary as the building plans are to serve as a Disaster Shelter.

For a total project bid amount of \$ 1,654,500.00

Second: Kronewitter

Discussion, Renken suggested also removing option P1, then. Renken moved to amend the motion to take out alternate P1. Amendment failed for lack of second.

ROLL CALL VOTE: Benjamin-Yes, Flowers - Yes, Kronewitter- Yes, Renken- Yes, Sweeney (absent)

Motion Carried.

BUILDERS RISK POLICY

Architect Hebard stated the need for the township to obtain a Builders Risk Policy to protect the township against natural disasters during the construction phase. Benjamin stated this policy was included in the prior budget amount of the building.

Motion: Benjamin
Authorize the Clerk to obtain a Builders Risk Policy not to exceed \$2,500.00

Second: Flowers
Motion Carried.

Board Member Comments:

Benjamin commented he will be out of town the 1st week of November and return on November 6, 2013, be aware at the next board meeting we will need to consider the Administration Assistant passing her 90 day probation, and a pay analysis for the salary of the Administrative Assistant and Assessor.

ADJOURNMENT

Motion: Renken
Motion to adjourn.
Second: Flowers
All in Favor: YES - Motion Carried.

Meeting adjourned at: 8:30 pm
Respectfully submitted,

Sue Kronewitter
Clerk, Milton Township

Attachment A - Bidder Tabulation Worksheets

OFFICIAL