

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Friday, February 2, 2023**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Robert V. Belleman, Tim Novak, Bill Smith, Ann-Marie Batkoski  
Absent: Leon Turnwald  
Others: Jake Golden (Spence), Cherie Armstrong (Granger), Greg Bator (WKA) Steve St. John (Dow Event Center) Tony DePelsmaeker (Maintenance Director), Kelly Suppes (Purchasing/Risk Management), Norm Bamberger (MMIA), Krystal Irvine (MMIA) Bonnie Kanicki (SCACC Director) Jaime Ceja (Controller's Office)

- I. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:30 a.m.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MINUTES OF January 6, 2023:** Member Smith moved to approve January 6, 2023 meeting minutes, seconded by Member Batkoski. Motion passed.
- IV. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN: SPENCE BROTHERS**
  1. **Potential Change Orders:**
    - a. **PCO #059 – VOID -Elevator Phone Line via Kone–** Jake stated he met with Steve St. John, and they will be going with AT&T.
    - b. **PCO #060 – Move money in 10c codes –** Moving monies for allowance items.
    - c. **PCO #061 – Steel Order Changes –** This change is in reference to the elevator hoist beams. The steel was in fabrication, and it was realized that the top of the elevator shaft tapers. Spence wanted to reuse the existing steel, but Kone was not agreeable. Greg stated that this was not on any of the plans. Cost \$10,213.00
    - d. **PCO #062 – Infill NE shaft louvers –** These existed in the previous elevator. To meet elevator code, they needed to be blocked off. Pumford looked at removing and installing insulated panels but settled on blocking them off with tin so no weather can penetrate. Cost \$1,907.00
    - e. **PCO #063 – Relocate generator bollards –** Bollards are common around generators, the inspector stated that they were too close to the generator and would need to be removed and replaced. Chairman Belleman asked if this was the City of Saginaw inspector and how much was the permit, he also confirmed that they had to sign off on the permit? Jake stated, yes and he would have cost at the next meeting. Member Smith asked if there is an appeal process? Jake stated yes but the bollards are already removed, and he has never engaged the appeal process before. Chairman Belleman stated that there is an appeal board with members from contracting business. Cost \$3,091.00
    - f. **PCO #064 – Core holes for mechanical openings –** This was a scope gap, Jake assumed that coring would be picked up by the mechanical contractor. Jake was incorrect. Cost - \$1,350.00

- g. **PCO #065** – Existing condition wall repair – During demolition it was concluded that there was existing wall sill deterioration. Walls were repaired and this is for the sills. Cost \$9,497.00
- h. **PCO #066** – Caulk existing panels. Caulking of panels, all the way to the top. Cost \$38,400.00
- i. **PCO #067** – Update stairwell hardware – Replacement of door hardware Cost \$6,764.00

Member Novak made a motion to approve PCO's #60-67. Member Smith supported. The motion passed (4-0).

- 2. **Contingency** – After PCO's approved today there is \$72-75 thousand in contingency.
- 3. **Chiller Update** – Arbitration is set for August 2023 and Spence is still spending a lot of time dealing with this issue. Spence is aware of the bid for the Memorial Cup and working hard toward a resolution. The slab sensors have been installed which have allowed for accurate ice temp readings. There have been no issues that Jake is aware of in regard to soft ice. Member Batkoski asked if this meant that we cannot move forward with a permanent chiller and will we lose Jake as PM due to any inactivity? Chairman Belleman responded that Spence is moving forward towards the permanent chiller. Jake assured the Building Authority that he will be with this project until completion.
- 4. **Elevator Update** – NE elevator is onsite, waiting for the state to issue the permit. Kone has made calls to expedite and are waiting to hear back. The elevator is safe and secure. Chairman Belleman asked if this permit would cover both elevators. Jake stated, yes.
- 5. **Project Update** – Training on all items has been completed and the Dow staff is doing great. Once elevators are complete, the project is done.
- 6. Other

**V. SCACC RESOURCE CENTER: CHERIE ARMSTRONG: GRANGER**

**1. Potential Change Orders:**

- a. **PCO #035 DSS 1&2** – This PCO has no back up submitted or shared. This is to install concrete housekeeping pads under IT equipment in the server room. These were in the design plans, and on the drawings as an architectural note only. Wobig has agreed to zero cost as they missed it on the plans. Ecker is attempting to charge \$2600 to disconnect and reconnect the duct work. Chairman Belleman asked if these pads are to alleviate the flood risk to equipment? Tony responded yes. Member Smith asked why the equipment was installed without the pads? Cherie stated that Granger had asked months ago whether the pads were needed, and Ecker said no. Kelly asked if they would have to disconnect and reconnect anyway when the flooring is installed? Cherie stated, yes, that is why she is attempting to get them to zero cost. Chairman Belleman asked why a floor drain wasn't put in the room, Greg stated that they did not see a need as the flood risk is unlikely. Chairman Belleman stated that the flood risk is low because the exterior is lower than the interior and slopes away from the building. Tony stated, yes. There is however a fire suppression system in the room.
- b. **PCO #036** – Concrete pad for IT Equipment – This is the cost for the actual pads, requested by IT. Member Smith asked how far up the racks is equipment being placed and whether a pad cast was in place? Cherie stated yes, it is 3.5" high. Tony stated that as far as equipment pads go, he does not see the need. Cherie stated that the UPS should be elevated at the least. Chairman Belleman asked if

it has to be concrete? Greg stated that he believed that it is elevated. There was no motion on this PCO.

2. **Data Center Flooring** – There is no flooring in the data center, there is static tiles. Greg stated that he did not know about the standards. Chairman Belleman asked if this was shown on the mechanical and architectural drawings? Greg stated they (Kibbe) completed the finish schedule for IT.
3. **Project Schedule** – The job is on schedule to be complete by May. Most HVAC units will be in by end of April for a May turnover. Met with the flooring contractor and because there is temporary heat some of the flooring can be done. Flooring will be done in one week. Chairman Belleman asked if we are already hooked up to Consumers, Cherie stated yes, but because of the HVAC we are on temporary heat in some locations.
4. **Other** –
  - a. **Water Heater Room** – Chairman Belleman asked if there is heat where the water heater was located. Cherie stated that Kochville will not sign off until there is permanent heat which should arrive in 2 weeks and that Howard will remain in contact with Kochville.
  - b. **Data Drops and Electrical Outlets** – Greg stated that the reception desk has 4 work areas and 3 data drops, 4 power outlets. It is unclear if the surgery center needs data drops. Chairman Belleman asked if this is something that BlueSky had recommended, or had Granger seen this in other vet operations they have done, if this is industry standard, how was it missed? Cherie stated that we could purchase a mobile cart and use WiFi. Greg stated that he will get input from BlueSky. Bonnie will check with vet of record to see if it's needed.
5. **Public Comment Allowed** - Norm Bamberger, asked the Building Authority if he could address Granger. Chairman Belleman allowed it. Norm stated that he is taxpayer and as such he is dismayed that Granger bid this job as having experience building vet clinics, but it seems that at every meeting something was missed or overlooked, and the citizens are constantly being charged and line items amended. Nobody at Granger seems to be able to answer the questions that are being asked. He asked how much does Granger think this job will run over budget? Cherie stated that she is new project manager and has only been on this job a short time. Mr. Bamberger further stated that Granger should be paying for a lot of these oversights and in trade ask for their name on the building. He closed stating what a travesty this is.

#### VI. **DOW EVENT CENTER: STEVE ST. JOHN: GENERAL MANAGER**

1. **Parking Garage Internet** – There is an existing contract with Spectrum to provide service. Steve reached out to them, and they say that they are unable to deliver on this project at this time. Steve is waiting to hear back on whether they are willing to take on the costs to get service to the Dow. Steve will continue to let them know that there is a competitor who can get service going. Chairman Belleman stated that we are losing money and incurring costs, at what point does Steve get ASM legal involved? There are area business' who want to use the parking and with the internet for the parking service we cannot allow it. Member Smith asked who signed the agreement and could he request a copy. Steve stated Jon and he would send Bill the agreement. Chairman Belleman re-iterated that this should be handled through ASM legal.

2. **DAS System Installation** – There are 2 proposals, Halo and Mobility. Reached out to see if proposals are still valid. Halo replied yes. Steve will follow up with Mobility. He will have a better understanding before the next meeting.
3. **Boiler Heat Exchange** – There is a proposal and purchase order open with John E. Green for repairs. The cost was to replace at \$42,000 or repair at \$12,125.
4. **Event Booking** – Surprised at the level of interest in entertainment. Shinedown tickets are on sale now with 4200 tickets sold presale. Also, The Dow has 2 shows holding for next season. Aware that if we win the bid for the Memorial Cup, he may need to adjust scheduling.
5. **Memorial Cup** – Chairmen Belleman gave update. We have determined an initial budget, 3.3 Million County and 2.1 Million Saginaw Spirit. We are issuing intent to sell bonds at the March Budget/Audit Committee meeting. We are working with the City of Saginaw, Frankenmuth CVB to inquire whether they could assist in funding the capital costs associated with the Memorial Cup. City of Saginaw has agreed to \$500,000 toward the operations. Some of these renovations need to happen whether we win the bid or not. With updates we could host Michigan High School Hockey tournaments. We will need to schedule the fire suppression system updates accordingly. Member Smith asked how much usage the Dow gets in entertainment vs. ice activities? Steve stated 80% ice 20% entertainment.
6. **Other** -

**VII. OTHER ISSUES/CONCERNS:**

**VIII. NEXT MEETING:** March 2, 2023 at 10:30 a.m.

**IX. ADJOURNMENT:** Member Batkoski moved to adjourn the meeting; supported by Member Novak. The meeting was adjourned at 12:02 p.m.