

Meeting Minutes
Saginaw County Building Authority
Thursday July 6, 2023
County of Saginaw Courthouse – Boardroom 200
111 S. Michigan Avenue, Saginaw, MI 48602

Present: Tim Novak, Bill Smith, Leon Turnwald
Absent: Robert Belleman, Ann-Marie Batkoski
Others: Jake Golden (Spence), Ben LeBlanc (Granger) Greg Bator (WKA), Steve St. John (The Dow Event Center), Chris S. Boyd (Board of Commissioners), Koren Thurston (Finance Director), Ron Moulton (Macmillan Associates), Josh Brown (IT), Mark Angliss (IT), Tony DePelsMaeker (Maintenance), Bonnie Kanicki (Animal Control), Jaime Ceja (Controller's Office), Kelly Suppes (Purchasing/Risk Management)

- I. **CALL TO ORDER:** Secretary Smith called the meeting to order at 10:31 a.m.
- II. **PUBLIC COMMENT:** Board of Commissioners (BOC) Chairman Chris Boyd questioned whether the vacancy created by the termination of the controller would remain vacant at this time or if the BOC's would need to appoint someone. Secretary Smith advised that the Building Authority could operate as a 4-person board. Treasurer Novak responded that when a new Controller is in place, they should be appointed to the Committee. Member Turnwald asked if Chairman Boyd could remain as part of the Committee. Secretary Smith advised that a BOC commissioner could not sit on the Building Authority. The Building Authority will operate as a 4-person committee.
- III. **APPROVAL OF MEETING MINUTES OF MAY 4, 2023:** Member Turnwald moved to approve meeting minutes of April 6, 2023. Member Novak supported. Motion passed (3-0).
- IV. **MOTION TO ELECT BUILDING AUTHORITY CHAIRMAN BY BILL SMITH**
Secretary Smith motioned to elect Tim Novak as Chairman of the Saginaw County Building Authority effective immediately. Member Turnwald supported. Motion passed (3-0).
- V. **CITY OF SAGINAW REQUESTS TO VACATE 211 CONGRESS – UPDATE –** Secretary Smith stated that the City of Saginaw will hold a meeting on July 10, 2023 to consider the possibility of abandoning 211 Congress, when they do that, we will need roadway access. He has spoken to the City and the architects, and a road has been designed by Hendrick and will be sufficient for semi-trailers and side by side access. He is waiting to confirm the road size with the City of Saginaw Schools. Chairman Novak asked Maintenance Director Tony if he could reach out to his contact at Hendrick and be the point of contact going forward. Tony responded that he would reach out.
- VI. **COURTHOUSE HVAC – RON MOULTON, PE LEED AP – MACMILLAN ASSOCIATES –** The drawing and work completed so far was based on drawings from years ago. The courthouse would require 9 units and fans, 2 steam boilers, 2 chillers, 156 dual duct boxes and air handler suppliers. A lot of the current duct boxes are inoperable. FOC Annex would require replacement of 1 air units, 11 duct boxes, the duct system is efficient. Replacement of high efficient boiler that is not attached to the courthouse system. This will eliminate piping between the FOC annex and the courthouse. The Annex is comprised of the hallway from the controller's office and offices in the hallway to FOC. Also, to be replaced is the ceiling new digital controls installed, asbestos removal. Tony has furnished the list of places

asbestos has already been removed but the removal of asbestos will still be extensive. The budget given was \$10 million which will most likely translate to \$11-\$12 million exclusive of asbestos removal. Secretary Smith asked if this has been assigned to the Building Authority and approved by the BOC's. Chairman Novak stated that it was approved with ARPA funding but is not assigned to the Building Authority to oversee. BOC Chairman Boyd stated that the project is approved by the BOC's and he believes it should be with the Building Authority. Secretary Smith stated that it needs to be officially assigned to the Building Authority. Jaime will work with Suzy to determine what action will need to take place if any (possible resolution). Kelly stated that the breakdown was 8 million in ARPA funding, and 2 million from Capital Improvements. Koren stated there is not 2 million in Capital Improvements. Member Turnwald stated that the Committee needs to be aware of federal claw back of ARPA monies. Secretary Smith asked Ron if there was any payback in relation to efficiency and if Ron would report back on those paybacks. Ron stated yes, there will be some, but it will not be large paybacks. He also stated that he needs to know the budget ASAP so they can design inline with the budget. Chairman Novak asked to see the option of an \$8-\$10-\$12 million-dollar project. Secretary Smith stated that it looks like this will run over \$12 million.

VII. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS

1. Potential Change Orders:

- a. PCO#078 – Elevator Electrical Adds** –Elevator contractor required additional contacts for final inspection. NE is fully turned over with no issues. SW is being inspected on July 13th. Usually, the elevator contractor requires 100% payment before clearing the project but final certificate may be issued before then. Payment should be made ASAP though. There was \$10,000 that was included for “standby time,” and only a small amount was used for that so between this PCO and the credit issued next month this cost should be a wash. Credit should be about \$8K-\$10K. **Cost \$10,780.989**

Secretary Smith motioned to approve PCO#078. Member Turnwald supported. Motion passed (3-0).

- 2. Chiller Status** – Contract for new permanent chiller is complete, parts are on order, PO's have been cut. Hockey season will start with the temporary chiller with a mid-season switch. The new chiller will run for a pre-determined number of days and then the warranty will start.

VIII. MEMORIAL CUP 2024: JAKE GOLDEN, PROJECT MANAGER, PROJECT MANAGER, SPENCE BROTHERS

1. Potential Change Orders:

a. PCO#006 – Encompasses PCO#009/PCO#012/PCO#013

- 1. PCO#009 Handrails** – Added handrails Cost \$94,672.
- 2. PCO#012 – CM Fees, Personnel, GC's, GR's and Contingencies** – Once all approved the original breakdown was shown as a lump sum, this is now broken down. \$2,027,101.
- 3. PCO#013 – Bid Package #3** – Locker room renovation change after design at last week's meeting. Original design focused on hockey and the memorial cup but needs to be functional for other events. Steve stated that he has made alterations with Kibbe to make it functional for additional events and youth hockey league. There will be 4 locker

rooms. Changes will be presented to the Building Authority. Cost \$835,000

Member Turnwald motioned to approve PCO#009, PCO#012 and PCO#013. Secretary Smith supported. Motion passed (3-0).

2. **Project Schedule Status** – Chairman Novak asked if we are on schedule for September 1st. Jake stated, yes, the ceiling has started and is going in a lot faster than anticipated. They are starting to put in big steel and are placing the large beams (18x96). The pre walkthrough will be July 17th with the Memorial Cup representatives. Suites will start next week. The youth and referee locker rooms will not be done by Sept 1st but will be completed by October 1st. Memorial Cup representatives should be ok with it. Spence is on budget and on time.

IX. SCACC RESOURCE CENTER: BEN LEBLANC, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION

1. **Potential Change Orders -**

- a. **PCO#049 – Data Drops for X-ray Machine** – Approved 6/1/23. These are already installed. Cost \$1,319.
- b. **PCO#050 – Washer Sink Screen** - Laundry room, the machine emptied into an open drain, this will add removable screens to block waste from entering the sanitary system. Cost \$1,446.
- c. **PCO#051 – Dedicated Circuit for DDC Panel** – Will provide a 20-amp circuit for the DDC panel that was not shown on construction documents. Cost \$1,118.
- d. **PCO#052 – Add Transfer Grills** – Adding transfer grills in freezer to move exhaust to garage. Without, the room would get quite hot. Cost \$375.
- e. **PCO#053 – Add Corner Guards** – Upon walkthrough Blue sky recommended stainless steel acroban panels be installed in reception and surgery. Blue Sky and Kibbe provided specs and were only shown graphically with no technical specs. Granger recommends plastic or vinyl vs. stainless steel as these are not required for functionality. Ben will price alternate material. Cost \$6,532. NO ACTION TAKEN.

Secretary Smith made a motion to approve PCO#049, PCO#050, PCO#051, PCO#052. Member Turnwald supported. Motion passed (3-0).

- f. **PCO#054 – Bulleting No 7 Oxygen Storage Room Build Out** – P/Kochville fire inspector Brandon, a room needs to be built out to house the oxygen generator. Room needs sprinkler drops and fire rated door. Door would not be available, but Brandon will give temporary occupancy with the understanding the fire rated door will be installed when received. Member Turnwald asked if the generator could go outside, Ben stated no. The container for the generator needs to be fire rated not explosive resistant per the fire code. Secretary Smith confirmed that the building was designed with this system and approved and now it is not approved. Ben stated that initial approval does not confirm final approval. Member Turnwald asked if SCACCRC employees will need to fill this tank and confirmed they would not need to be in an explosive container. Secretary Smith asked if surgery suite will be used daily? Bonnie stated, no that the local vet can do surgery in his clinic in St. Charles if necessary and there will not be daily surgeries. The plan was to have a 5013c come in and manage the surgery center to offer low cost spay and neuter. Chairman Novak asked if the

5013c is a future plan and not immediate. Bonnie stated yes. Member Turnwald asked if we have the option of not turning on the system, have oxygen delivered until which time we decide to hook up the oxygen generator? Ben stated that he believes we can close out permits without connecting this now. Josh stated that in his experience you need to be certified to fill these tanks and there needs to be a contract with the gas company who be the one to fill them. Ben stated that he would speak to Brandon to confirm if we decide not to use the system, can we pass inspection. Secretary Smith stated that the SCACCRC job is already \$90K over budget, this would push that to \$122K over budget. Secretary Smith requested that Ben come back to the Building Authority with the amount of money that has already been spent on this system and if we have a place to store bottled gas. Tony asked if using bottles are an option, is there a possibility of a rebate for the generator? Ben stated that we would just have to sell it outright. Ben will hold the contractor on the room build out. Cost \$26,996.

Secretary Smith made a motion to approve PCO#054 contingent on learning the amount that has already been spent on the system. Member Turnwald supported. Motion passed (3-0).

2. **Project Status** – Prior to the PCO’s presented today the job was \$85,000 over budget, with the approval of these it will be \$122,000 over budget. Had a walkthrough 3 weeks ago and all jobs should be done by the end of next week. HVAC is testing and balancing, generator start up is happening now, DAS/Emergency system is installed, except control panel which will be installed within 2 weeks. Final mechanical inspection tomorrow. Plumbing will continue next week and electrical tomorrow. Furniture will install July 12th and 13th. MDARD will still need to come after completion of project. Looking at July 21st as the final completion date.
3. **Soft Opening and Grand Opening** – Once there is a temporary certificate of occupancy Bonnie will likely move over ASAP. Preliminary discussion was held a month ago and Bonnie wants no formal or soft opening until there are animals in the shelter, this pushes it to mid-August. MDARD inspection should happen any day, request was submitted July 13th.
4. **Other** –
 - a. Josh stated that he needs to coordinate with Bonnie for shut down of old shelter. Bonnie stated she looking to close Wed-Sun. Josh and Bonnie to talk offline.
 - b. PCO#055 – Ben stated he is recanting PCO#055 and will not present at this time.

X. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER

1. **Network Upgrades** – Mainframe computer sunset will be in October, looking to a web-based cloud system. Cost \$7920.19.

Secretary Smith motioned to approve the SAMSA quote at \$7,920.19, and monies should come from the Dow Operating Budget. Member Turnwald supported. Motion passed (3-0).

2. **Forklift** – Quote received for \$36,658. This new forklift would become primary an the old one would be back up. Secretary Smith asked if we could look at lease or used options. Kelly will look at both options.
3. **Pizza Oven and Hood** – Jets Pizza, Spirit and the County had been looking at splitting the cost of a new pizza oven. Jaime provided MOU that Amy Lusk had redlined, that stated cost was \$60,000 total for a \$20,000 3-way split. The quote presented by Steve is

\$113,747 with an estimated (by Jake and Ben looking at the specs 30K-\$40K) for installation for a total of \$153,000 (\$51,000 3-way split). Chairman Novak asked Steve to schedule a meeting with Craig Goslin, Jets Pizza himself, and Steve to discuss cost and options.

4. **Remote Spotlights** – Presented 2 quotes for replacement of catwalk lights. Steve stated that the TLS quote covers what is necessary. Secretary Smith advised that the bond sale is not closed and technically there is no money and while this may benefit the Memorial Cup, it is not only for that function and asked if this was necessary. Jake stated that Spence has not spent all monies yet but if they spend everything, they are at \$8.9 million. It was determined that some items can wait or be covered by the Spirit. Steve stated that it was necessary. Koren asked if this quote included installation and if the truss' are in place that would be used. Cost \$91,050.

Member Turnwald made a motion to approve the cost of TLS quote. Secretary Smith supported. Motion passes (3-0).

5. **DAS/Mobilitie** – The contract has been signed. There are 4 usable spaces at the Dow Event Center suitable for housing the equipment. Cost to clear out the sheet metal is \$20K-\$30K. Koren stated this wouldn't fall into the operating budget. It could be pulled from the Memorial Cup or Millage budgets. Chairman Novak asked if the Building Authority could do a walkthrough to see the space. Tour will take place tomorrow Friday, July 7, 2023 at 10:00AM. All are invited.

Secretary Smith made a motion to approve up to \$25,000 for demolition, contingent on a walkthrough of the area by the Building Authority. Member Turnwald supported. Motion passed (3-0).

6. **Kitchen AC** – It's very hot in the kitchen and the AC needs to be repaired. Koren stated that this would fall under Dow Repairs and Maintenance budget. \$12,816.
7. **Arena Intercom** – This has been inoperable for quite some time and needs repair. The new system will work with the current Spirit system, who utilize their own channel for game day operations. Koren stated that this should come from the millage money, capital improvements.

Member Turnwald made a motion to approve the kitchen AC repairs. Secretary Smith supported. Motion passed (3-0).

XI. OTHER:

1. Kelly stated that she purchased 5 stainless steel portable bars and sinks for the suites at a cost of \$32,000.

XII. NEXT MEETING: August 3, 2023 at 10:30 a.m.

XIII. ADJOURNMENT: Member Turnwald moved to adjourn the meeting; supported by Secretary Smith. The meeting was adjourned at 1:00PM.