

CONSTRUCTION COMMITTEE

REVISED AGENDA

January 7, 2019

6:30 PM

304 E. Grand River, Conference Room 4, Howell, MI 48843

Pages

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES** 2
Minutes of meeting dated: December 17, 2018
3. **APPROVAL OF AGENDA**
4. **CALL TO THE PUBLIC**
5. **REPORTS**
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 - b. **Lindhout Invoice #2018-1134** 6
911 Central Dispatch: \$3,018.25
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 - d. **Lindhout Invoice #2018-1103** 11
Sheriff Storage Facility: \$1,629.80
 - *e. **Lindhout Invoice #2018-1140** 13
East Complex Parking Lot: \$590.83
7. **NEW BUSINESS**
 - a. **Schedule Next Meeting**
8. **ADJOURNMENT**

CONSTRUCTION COMMITTEE

MEETING MINUTES

December 17, 2018

6:30 PM

304 E. Grand River, Conference Room 4, Howell, MI 48843

Members Present:

Dennis Dolan , Gary Childs, Douglas Helzerman

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Dolan at 6:31 p.m.

2. APPROVAL OF MINUTES

Minutes of meeting dated: November 13, 2018

Motion to approve the minutes as presented.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

3. APPROVAL OF AGENDA

Motion to approve the Agenda as amended to include Allied Pay Application #9 as item #6.e.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

4. CALL TO THE PUBLIC

None.

5. REPORTS

Valerie Vig and Matt Sangster gave an update on 911 project.

Brad Alvord reported on hydro-excavating costs for Consumer's utilities. Original estimate was approximately \$4,000, final cost should be less than that amount.

Brad also reported that the Sheriff's Building Project Contract is with legal for review. Once review is complete, can lock in pricing.

Chris Folts reported that tenants of the Asset Building have been told that as of March 1, 2019 the building will no longer be available for outreach programs

Joni Harvey and Chad Chewning reported that they visited all of the locations of the stored items to inspect them.

Commissioner Dolan stated that it will be up to the Architect's discretion when stored items need to be verified and inspected.

6. ACTION ITEMS

6.a Facility Services Invoice

Dental Clinic: \$650.31

Motion to approve payment.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.b J.S. Vig Pay Application #5

911 Central Dispatch Facility: \$358,856.28

Motion to approve payment.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.c Lindhout Invoice #2018-1203

911 Central Dispatch Facility: \$10,108.73

Motion to approve payment.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.d Lindhout Invoice #2018-1204

Sheriff Storage Facility: \$106.05

Motion to approve payment.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.e Allied Pay Application #9

East Complex Parking Lot: \$46,158.64

Motion to approve payment.

Chris Folts and Lindhout Architects reviewed the repairs to the asphalt.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

7. NEW BUSINESS

7.a Schedule next meeting

The next meeting is scheduled for January 7, 2019 at 6:30 p.m.

8. ADJOURNMENT

Motion to adjourn the meeting at 6:58 p.m.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): D. Dolan , G. Childs, and D. Helzerman

Motion Carried (3 to 0)

Respectfully submitted by:

Natalie Hunt,
Recording Secretary



MONTHLY INVOICE

BILL TO

Chad Chewning
911 Central Dispatch
300 S. Highlander Way
Howell, MI 48843

Date Sep 01, 2018
Invoice # 2018-0908
Project Name LC 911 - New Central Dispatch
Project No 17114
Please Remit By Oct 01, 2018
Payment Terms 30(days)
Balance Due: \$18,649.43
Project Description: LC 911 - New Central Dispatch

July, 2018 work included: poor soil coordination, submittal review, color selections, and attendance at multiple project meetings.

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
01 Schematic Design	7.00%	\$20,960.07	100.00%	\$20,960.07	0.00%	\$0.00	\$0.00
02 Design Development	15.00%	\$44,914.43	100.00%	\$44,914.43	0.00%	\$0.00	\$0.00
03 Construction Documents	50.00%	\$149,714.76	98.10%	\$146,873.80	0.00%	\$0.00	\$2,840.96
04 Bidding Administration	5.00%	\$14,971.48	100.00%	\$14,971.48	0.00%	\$0.00	\$0.00
05 Construction Administration	23.00%	\$68,868.79	16.00%	\$11,019.01	25.00%	\$6,198.19	\$51,651.59
	100.00%	\$299,429.52	79.73%	\$238,738.79	2.07%	\$6,198.19	\$54,492.54

Construction Cost	\$5,444,173.00
Fee Percentage	5.50%
Total Fee Amount	\$299,429.52

Invoice Total: \$6,198.19
Previous Balance: \$34,510.62
Payments Received: \$22,059.38
Account Balance: \$18,649.43

Please make payments to Lindhout Associates.



MONTHLY INVOICE

BILL TO

Chad Chewning
911 Central Dispatch
300 S. Highlander Way
Howell, MI 48843

Date Nov 01, 2018
Invoice # 2018-1134
Project Name LC 911 - New Central Dispatch
Project No 17114
Please Remit By Dec 01, 2018
Payment Terms 30(days)
Balance Due: \$20,068.64
Project Description: LC 911 - New Central Dispatch

October, 2018 work included final color selections, continued submittal review, tower shelter review, multiple site visits and contractor coordination.

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
01 Schematic Design	7.00%	\$20,960.07	100.00%	\$20,960.07	0.00%	\$0.00	\$0.00
02 Design Development	15.00%	\$44,914.43	100.00%	\$44,914.43	0.00%	\$0.00	\$0.00
03 Construction Documents	50.00%	\$149,714.76	100.00%	\$149,714.76	0.00%	\$0.00	\$0.00
04 Bidding Administration	5.00%	\$14,971.48	100.00%	\$14,971.48	0.00%	\$0.00	\$0.00
05 Construction Administration	23.00%	\$68,868.79	36.63%	\$25,228.44	41.02%	\$3,018.25	\$40,622.10
	100.00%	\$299,429.52	85.43%	\$255,789.18	1.01%	\$3,018.25	\$40,622.09

Construction Cost	\$5,444,173.00
Fee Percentage	5.50%
Total Fee Amount	\$299,429.52

Invoice Total: \$3,018.25
Previous Balance: \$17,050.39
Account Balance: \$20,068.64

Please make payments to Lindhout Associates.



MONTHLY INVOICE

BILL TO

Jeff Warder
Livingston County Sheriff
150 S. Highlander Way
Howell, MI 48843

Date Oct 01, 2018
Invoice # 2018-1006
Project Name LC Sheriff - Storage Facility
Project No 18041
Please Remit By Oct 31, 2018
Payment Terms 30(days)
Balance Due: \$37,578.02
Project Description: LC Sheriff - Storage Facility

July, August, September, 2018 work included completion of design development and construction documentation, attendance at multiple owner meetings and issuance of bidding / permit drawings. This total includes civil engineering fees as a reimbursable.

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
01 Schematic Design	10.00%	\$3,766.02	100.00%	\$3,766.01	0.00%	\$0.00	\$0.00
02 Design Development	20.00%	\$7,532.03	80.00%	\$6,025.62	100.00%	\$1,506.41	\$0.00
03 Construction Documents	50.00%	\$18,830.08	52.00%	\$9,791.65	100.00%	\$9,038.43	\$0.00
04 Bidding Administration	3.00%	\$1,129.80	0.00%	\$0.00	0.00%	\$0.00	\$1,129.80
05 Construction Administration	17.00%	\$6,402.23	0.00%	\$0.00	0.00%	\$0.00	\$6,402.23
	100.00%	\$37,660.15	52.00%	\$19,583.28	28.00%	\$10,544.84	\$7,532.04

Expenses

<u>Date</u>	<u>Name</u>	<u>Phase</u>	<u>Expense Type</u>	<u>Description</u>	<u>Qty</u>	<u>Rate</u>	<u>Amount</u>
Expense							
07/13/2018		Civil Engineering	Consultant Civil	4-1011 / Boss Eng Inv#111077 r / Prints for City Submittal	1.00	\$99.90	\$99.90
08/07/2018		Civil Engineering	Consultant Civil	4-1011 / Boss Eng Inv#111267r	1.00	\$350.00	\$350.00
09/17/2018		MEP Engineering	Consultant MEP	4-1011 / Boss Eng Inv#111456 / r Job#18041 cd	1.00	\$1,000.00	\$1,000.00
Expense Total:							\$1,449.90
Expenses Total:							\$1,449.90

Invoice Total: \$11,994.74
Previous Balance: \$25,583.28
Account Balance: \$37,578.02

Please make payments to Lindhout Associates.



3121 E. Grand River
Howell, MI 48843
517 546-4836

Lindhout Associates Architects
Brad Alvord
The Eagle Business Park
10465 Citation Drive
Brighton, MI 48116

Invoice number 111077
Date 07/13/2018

Project 18-149 LINDHOUT ASSOC-BRAD
ALVORD/NE34/HOWELL

COPY

For Professional Services Rendered Through June 30, 2018.

Property Address: 10465 Citation Dr Brighton, MI 48116

Civil Engineering and Planning Services for the county Sheriff Vehicle Storage Building. For the full scope of services and exclusions please refer to the Boss Engineering proposal letter dated September 15, 2017.

E-Mail Invoice To: cff@lindhout.com

** WE ACCEPT VISA, DISCOVER AND MASTERCARD **

Description	Contract Amount	Prior Billed	Current Billed
Engineering/Planning Services	11,500.00	6,000.00	3,000.00
Total	11,500.00	6,000.00	3,000.00

Reimbursables

	Units	Rate	Billed Amount
24 x 36 Blueprints			
Non Vendor Reimbursables	54.00	1.85	99.90
6/7/18: Copies for City Submittal. Per Brad Alvord			

Invoice total **3,099.90**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
110901	06/06/2018	6,000.00		6,000.00			
111077	07/13/2018	3,099.90	3,099.90				
Total		9,099.90	3,099.90	6,000.00	0.00	0.00	0.00

JOB # 18041
FEE 400 73,000.00
REIMB 3,099.90
DATE 7/27/18
BY BMA

NET DUE 10 DAYS

Phone Code: DP

ENTERED



3121 E. Grand River
Howell, MI 48843
517 546-4836

COPY

Lindhout Associates Architects
Brad Alvord
The Eagle Business Park
10465 Citation Drive
Brighton, MI 48116

Invoice number 111267
Date 08/07/2018
Project 18-149 LINDHOUT ASSOC-BRAD
ALVORD/NE34/HOWELL

For Professional Services Rendered Through July 31, 2018.

Property Address: 10465 Citation Dr Brighton, MI 48116

Civil Engineering and Planning Services for the county Sheriff Vehicle Storage Building. For the full scope of services and exclusions please refer to the Boss Engineering proposal letter dated September 15, 2017.

E-Mail Invoice To: cff@lindhout.com

**** WE ACCEPT VISA, DISCOVER AND MASTERCARD ****

Description	Contract Amount	Prior Billed	Current Billed
Engineering/Planning Services	11,500.00	9,000.00	350.00
Total	11,500.00	9,000.00	350.00

Invoice total **350.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
111077	07/13/2018	3,099.60	3,099.60				
111267	08/07/2018	350.00	350.00				
Total		3,449.60	3,449.60	0.00	0.00	0.00	0.00

NET DUE 10 DAYS

Change → JOB # 18041
FEE 400 350.00
REIMB 350.00
DATE 8-9-18
BY BMA

Phase Code: CD

ENTERED

3121 E. Grand River
Howell, MI 48843
517 546-4836

COPY

Lindhout Associates Architects
Brad Alvord
The Eagle Business Park
10465 Citation Drive
Brighton, MI 48116

Invoice number 111456
Date 09/17/2018
Project **18-149 LINDHOUT ASSOC-BRAD
ALVORD/NE34/HOWELL**

For Professional Services Rendered Through August 31, 2018.

Property Address: 10465 Citation Dr Brighton, MI 48116

Civil Engineering and Planning Services for the county Sheriff Vehicle Storage Building. For the full scope of services and exclusions please refer to the Boss Engineering proposal letter dated September 15, 2017.

E-Mail Invoice To: cff@lindhout.com

**** WE ACCEPT VISA, DISCOVER AND MASTERCARD ****

Description	Contract Amount	Prior Billed	Current Billed
Engineering/Planning Services	11,500.00	9,350.00	1,000.00
Total	11,500.00	9,350.00	1,000.00

Invoice total **1,000.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
111456	09/17/2018	1,000.00	1,000.00				
	Total	1,000.00	1,000.00	0.00	0.00	0.00	0.00

NET DUE 10 DAYS

JOB # 18041
FEE 400
REIMB RECEIVED \$1,000
DATE 9-25-18
BY Bmt

Phase code: CD

ENTERED



MONTHLY INVOICE

BILL TO

Jeff Warder
Livingston County Sheriff
150 S. Highlander Way
Howell, MI 48843

Date Nov 01, 2018

Invoice # 2018-1103

Project Name LC Sheriff - Storage Facility

Project No 18041

Please Remit By Dec 01, 2018

Payment Terms 30(days)

Balance Due: **\$39,207.82**

Project Description: LC Sheriff - Storage Facility

October, 2018 work included issuance of bid drawings. addendum No. 1, post bid meetings and bid coordination with with construction manager.

This total includes civil engineering fees as a reimbursable.

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
01 Schematic Design	10.00%	\$3,766.02	100.00%	\$3,766.01	0.00%	\$0.00	\$0.00
02 Design Development	20.00%	\$7,532.03	100.00%	\$7,532.03	0.00%	\$0.00	\$0.00
03 Construction Documents	50.00%	\$18,830.08	100.00%	\$18,830.08	0.00%	\$0.00	-\$0.01
04 Bidding Administration	3.00%	\$1,129.80	0.00%	\$0.00	100.00%	\$1,129.80	\$0.00
05 Construction Administration	17.00%	\$6,402.23	0.00%	\$0.00	0.00%	\$0.00	\$6,402.23
	100.00%	\$37,660.15	80.00%	\$30,128.12	3.00%	\$1,129.80	\$6,402.23

Expenses

Date	Name	Phase	Expense Type	Description	Qty	Rate	Amount
Expense							
10/12/2018		Civil Engineering	Consultant Civil	4-1011 / Boss Eng Inv#111553 / r Job # 18041 cd	1.00	\$500.00	\$500.00
Expense Total:							\$500.00
Expenses Total:							\$500.00

Invoice Total: **\$1,629.80**

Previous Balance: **\$37,578.02**

Account Balance: **\$39,207.82**

Please make payments to Lindhout Associates.



3121 E. Grand River
Howell, MI 48843
517 546-4836

COPY

Lindhout Associates Architects
Brad Alvord
The Eagle Business Park
10465 Citation Drive
Brighton, MI 48116

Invoice number 111553
Date 10/12/2018
Project 18-149 LINDHOUT ASSOC-BRAD
ALVORD/NE34/HOWELL

For Professional Services Rendered Through September 30, 2018.

Property Address: 10465 Citation Dr Brighton, MI 48116

Civil Engineering and Planning Services for the county Sheriff Vehicle Storage Building. For the full scope of services and exclusions please refer to the Boss Engineering proposal letter dated September 15, 2017.

E-Mail Invoice To: cff@lindhout.com

** WE ACCEPT VISA, DISCOVER AND MASTERCARD **

Description	Contract Amount	Prior Billed	Current Billed
Engineering/Planning Services	11,500.00	10,350.00	500.00
Total	11,500.00	10,350.00	500.00

Invoice total **500.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
111553	10/12/2018	500.00	500.00				
	Total	500.00	500.00	0.00	0.00	0.00	0.00

NET DUE 10 DAYS

JOB # 18041
FEE 400
REIMB \$ 500.00
DATE 10-13-18
BY BMA

Phase Code: CD



MONTHLY INVOICE

BILL TO

Kellie Prokuda
Livingston Cnty Facility Services
420 S. Highlander Way
Howell, MI 48843

Date Nov 01, 2018

Invoice # 2018-1140

Project Name East Complex

Project No 16037

Please Remit By Dec 01, 2018

Payment Terms 30(days)

Balance Due: **\$590.83**

Project Description: East Complex

Project punch list and pay application #8.

Only Send DB Invoice!!

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
01 Schematic Design	5.00%	\$1,846.00	100.00%	\$1,846.00	0.00%	\$0.00	\$0.00
02 Design Development	10.00%	\$3,693.00	100.00%	\$3,693.00	0.00%	\$0.00	\$0.00
03 Construction Document	47.00%	\$17,356.00	100.00%	\$17,356.00	0.00%	\$0.00	\$0.00
04 Bidding Administration	6.00%	\$2,215.00	100.00%	\$2,215.00	0.00%	\$0.00	\$0.00
05 Construction Administration	32.00%	\$11,817.00	95.00%	\$11,226.15	100.00%	\$590.85	\$0.00
Previously Invoiced	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	\$0.00
	100.00%	\$36,927.00	98.40%	\$36,336.15	1.60%	\$590.85	\$0.00

Invoice Total: **\$590.85**

Previous Balance: **\$590.95**

Payments Received: **\$590.83**

Payments From Retainer **\$0.14**

Retainer Balance **\$0.00**

Account Balance: **\$590.83**

Please make payments to Lindhout Associates.