

**Whitewater Township Board
Minutes of Special Meeting held February 9, 2023**

Call to Order

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Clerk Goss, Popp, Trustee Glenn, Trustee Vollmuth

Board Members absent: Treasurer Benak

Others present in person: Zoom Facilitator MacLean

Others present via Zoom: 6

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

Popp noted one of the bidders (Popp Excavating) shares the same last name as he does, but they are not related to his family nor is it his company.

Public Comment

Public comment began at 9:02 a.m.

Linda Slopsema

Public comment ended at 9:05 a.m.

Agenda Items as Listed in Special Meeting Notice**REVIEW WHITEWATER TOWNSHIP PARK IMPROVEMENT BIDS**

Fleis & VandenBrink engineer Andrew Filler is present via Zoom.

Discussion topics included:

- Molon Excavating did not supply a cost for general conditions, bonds, insurance, mobilization. Filler will check with them as to why it was left blank; per their website, they are qualified for the project.
- Molon's price for new planks is more costly than the other bids. Filler will reach out to Molon for clarification.
- Filler relayed that Stout said if No. 1 is left zero, we need a letter from the bidder stating it is in the other items throughout the bid.
- Performance and payment bonds are required in the ultimate contract document.
- Precast concrete planks changed from an 8" to 5" standard. Per Filler, the DNR standard has changed to 5". Filler will supply a copy of the new standard.
- Slope restoration, with grass parking lined out, was questioned. The gravel parking was changed to grass; it is a slope restoration.

- Bid shows 22 new planks are needed and salvage 11. Bid package Phase 1 is three launch lanes. Alternate 1 is the 4th lane, with 11 new planks. F&V believes there are only 11 planks of the 22 existing that are salvageable.
- Skid pier length is 45'.
- Filler will verify with Molon if they are dispersing their general conditions, etc. cost throughout the bid pricing and get a letter from them.
- There was a question whether the dock hinge pins were added on the final document. Filler will verify whether it was changed.
- Regarding getting a bid on a pressured water boat wash, Filler recommends getting a recommendation from Jordan Byelich at Waterways. There was mention of getting a separate bid for the boat wash as it is not part of the Waterways grant and perhaps go after a Spark grant.
- The 8" of aggregate at the boat wash station is designed off a DNR standard.
- The substantial difference in bid amounts for site prep was discussed.
- Regarding tree removal, the consensus was to burn the tree debris.
- Successful bidder must present performance bond, payment bond, and all proofs of insurance prior to award.
- Filler will verify that Molon can do the work in this calendar year if they were to be awarded the bid.
- Filler will ask if there is a certification for contractors who work in the water. He noted Molon has done a lot of marine projects.
- A contingency amount is not included in the \$500,597.35 Molon price (\$461,034.71 + \$39,562.64).
- Movement of ranger station and who will be the owner's representative were discussed.
- Potential size of a new ranger station was discussed.
- Popp asked Filler to recommend a construction/project manager that specializes in excavation and what a compensation rate would be.
- Popp requested that Filler provide an RFQ, RFP or AIA document for an owner's representative.
- Filler will get all the information the board requested by the meeting on 2/16.
- Progress meetings and pay applications were discussed.
- Engineer will be asked to attend all progress meetings, on-site inspection of work, and approve pay applications. Filler will ask the two leading contractors what their proposed schedule is for progress meetings.

Recap:

- Filler will verify there are performance and payment bonds according to Article 7, and that we get a letter from the contractor who did not include that price on the bid.
- Filler will supply the DNR standards on planks, 8" to 5".
- Filler will advise on skill set necessary for an owner's representative, more excavation than building expertise, or hire an engineer of the civil discipline. Filler will get an idea of how many progress meetings the contractor is contemplating.
- Filler will provide the most recent bid package with its amendments to send out for owner's representation. Filler will also provide documentation regarding owner's representative.

- Popp will contact Gourdie-Fraser, Machin, Gosling-Czubak, Prein and Newhof, and RCI. A sealed bid process will be used to choose an engineer/owner's representative. It will be published.

Board Comments/Discussion

None

Public Comment

None

Adjournment

Motion by Glenn to adjourn; second by Popp. Roll call vote: Benak, absent; Goss, yes; Glenn, yes; Popp, yes; Vollmuth, yes.

Meeting adjourned at 11:16 a.m.

Cheryl A. Goss
Whitewater Township Clerk