



# COUNTY OF OSCODA

Board of Commissioners  
Telephone (989) 826-1130  
Fax Line (989) 826-1173

Oscoda County Courthouse Annex ~ 105 S. Court Street, P.O. Box 399, Mio, MI 48647

## Official Minutes

November 2, 2017

A Special Meeting, of the Oscoda County Board of Commissioners, regarding the new Government Building and McDonald Modular Solutions was held on Thursday, November 2, 2017 at 6:30 p.m. in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 6:30 p.m.

Invocation:

Pledge to the Flag:

Roll Call of Members:

Members Present: Commissioners Olsen, Nutt, Kischnick, Wilson and Kelly.

Members Excused:

Others Present: 5 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for November 2, 2017.

**Kelly/Kischnick** a motion to accept the Agenda for the Special B.O.C Meeting on November 2, 2017, as **2017-356** presented.

5 ayes: 0 nays: **Motion Carried.**

\*\*Mr. Will Olsen, RFP Consultant, reviewed the "AIA Documents" for the Government Building. Mr. Olsen was able to attend the board meeting in person rather than by a conference call. Mr. Olsen has been working with Wolgast to move forward to complete a contract. The Exhibit E of the AIA Documents is the RFP which Wolgast agreed too. The Owner and Design-Builder section of the AIA Documents is where any changes, prior to the contract being signed, will need to be listed. The County's representative would work with Wolgast on changes that do not have significant and/or financial changes. All significant financial changes will have to have Board approval. Mr. Olsen stated that the AIA Documents is a standard Form that is used and any changes are flagged, this is to protect the County. Commissioner Kischnick expressed his concern with the AIA Documents and the information Mr. Olsen was reviewing stating the information was so detailed and beyond what Oscoda County needs for a 1.9 million project, stating maybe for a 5 million project. The information is overwhelming, confusing and difficult to follow. Mr. Olsen disagreed stating that the AIA Documents are used for small projects as well as large projects and is in place to protect the County. Mr. Olsen addressed the Incentive programs that is stated in the AIA Documents; example Grants that could save the County. Mr. Olsen provided the Board with design and construction dates; with an October 17, 2018 as the target date to take occupancy. The County will need to decide on a Point of Contact. The Board discussed this in length. Wolgast has stated it needs to be a person and/or person that have the necessary knowledge to support the project. This person and/or person would be overseeing the contract with Wolgast on behalf of the County, including reviewing sub-contracts to reviewing and submitting invoices. Mr. Olsen again stated he would be interested in being

the “Contract Manager”. The Board looked at other options like the Building Inspector, Tim Whiting, however he will provide the permits needed for the County, therefore could not be a candidate. Maintenance Supervisor, Mr. Joe Breaugh was also mentioned, however he does not have the expertise when it comes to the contract portion of the project, but he could assist the “Contract Manager” if need be. The “Contract Managers” contract proposed by Mr. Olsen was sent to Mr. Richard McNulty, from Cohl, Stoker & Toskey, P.C., for language review; the B.O.C did receive a legal written recommendation. Mr. Olsen was asked to review the legal recommendation and submit in writing his proposal to act as the Contract Manager. Also, Attorney, Mr. Richard McNulty, provided a written legal recommendation on the AIA forms. Mr. Olsen asked if he could contact and work with the Attorney regarding his recommendations on the AIA Documents. The Board addressed the mobile units. It was the consensus of the Board to lease for 12 months. The Board would like to ask McDonald Modular Solutions to pick up the units “AS IS” as part of the teardown. Commissioner Kischnick stated that it was his understanding that part of the teardown was for SERVPRO to come in and remove the modifications done to the units if need be; Mr. Breaugh, Maintenance Supervisor agreed. Commissioner Kischnick and Wilson will follow-up. The following motions were made:

**Kelly/Nutt** a motion to appoint Mr. Will Olsen, RFP Consultant, as the “Point of Contact” pending **2017-357** contract award.

**Roll Call Vote:** Nutt, yes; Olsen, abstain; Kischnick, yes;  
Wilson, yes; Kelly, yes. **Motion Carried.**

**Kischnick/Wilson** a motion to allow Mr. Will Olsen, RFP Consultant, to contact attorney Mr. Richard **2017-358** McNulty, Cohl, Stoker & Toskey, P.C. , to address the amendments and supplemental conditions for the Design-Build Contract.

5 ayes: 0 nays: **Motion Carried.**

**Nutt/Wilson** a motion to adjourn today’s meeting, **November 2, 2017** (8:43 p.m.).  
**2017-359**

5 ayes: 0 nays: **Motion Carried.**

\*\*A “Budget Workshop” is scheduled for **Thursday, November 9, 2017 at 9: a.m.**

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, November 14, 2017.**

---

**LaNita Olsen, Oscoda County**  
**Board of Commissioners Chair**

---

**Jeri Winton, Oscoda County**  
**Clerk & Register of Deeds**