

**ISABELLA COUNTY**  
**Finance and Administration Committee Minutes**  
**Isabella County Building**  
**200 North Main Street**  
**Mount Pleasant, MI 48858**  
**Room 225**  
**October 1, 2019**  
**1:00 p.m.**

**SPECIAL MEETING**

Members Present: Commissioner Jim Horton and Commissioner Tobin Hope

Also Present: Isabella County Administrator/Controller Margaret McAvoy, Isabella County Deputy Administrator/Controller Nicole Frost, Isabella County Commissioner George Green, Isabella County Commissioner Steve Swaney, Isabella County Facilities Director Rick Jakubiec, Isabella County Sheriff Michael Main, Cohl, Stoker & Toskey Attorney at Law Timothy Perrone, Clark Construction Company Project Director Mary Kane Butkovich and Isabella County Administrative Assistant Jessica Jarosiewicz.

Call to Order by Commissioner Horton at 1:00 p.m.

Call to the Public: No comments

McAvoy gave a brief presentation showing construction site pictures of a current project of Clark Construction Company. She wanted to give the committee an idea of what the construction site might look like for the jail project. Butkovich, with Clark Construction, answered questions from the committee and provided an overview of the retention schedule. The timeline of the project was also discussed. McAvoy announced that 13 companies were represented at the Jail Architectural and Engineering RFP mandatory on-site visit and preproposal meeting on September 24, 2019. The committee had questions regarding the contract amendment documents. Perrone, the County's attorney, explained the contract amendments he prepared for the County. He also pointed out that the Amendment documents had to be prepared separately due to the American Institute of Architects (AIA) documents being copyrighted and therefore cannot be amended. The committee had a few questions regarding Exhibit A General Conditions of the contract. Butkovich answered questions from the committee regarding the general conditions. Discussion took place regarding the decision-making process while moving forward on the project. The committee conversed about the project's total budget and funding options. McAvoy suggested having the Financial Advisor come present to the Finance Committee regarding funding.

It was moved by Commissioner Hope and seconded by Commissioner Horton to consider entering into a contract for Jail Construction Management Services with Clark Construction Company, in the amount of \$228,254, and authorize the Board Chair to sign the same. Motion Carried. This item will be added to the Board of Commissioners Work Session agenda today at 4:00 p.m.

Call to the Public: No comments

Adjournment at 2:23 p.m. by Commissioner Horton.

DRAFT