

## MINUTES OF THE CONSTRUCTION SUBCOMMITTEE

There was a special meeting of the Pine Valley construction subcommittee on Friday, May 27, 2016, starting at 1:00 pm in the Pine Valley family room.

The meeting was called to order at 1:00 pm by Fred Clary.

In attendance were: Ruth Williams, Richard McKee, Larry Sebranek, Jim Huffman, Fred Clary, Jeanetta Kirkpatrick, Don Seep, Kathy Cianci, Barb Scott, Paul Korz, Ben Delzer, Joan Bailey, and Angie Alexander. Richard McKee moved to approve the agenda and verify the posting. Jim Huffman seconded the motion. Motion carried.

Paul Korz discussed the minutes from the prior meeting, in regard to the acceptance of the bid from Architectural Metals, and that this item needed to be researched further before a decision. Don Seep moved to correct the minutes, and Ruth Williams seconded the motion. Motion carried.

Joan Bailey distributed the FF&E budget of \$470,000 total. Five vendors participated in submitting bids, some bids were incomplete. Lisa Abbott of EUA recommended the low bid across the board. Pine Valley staff recommended a substitution from the low bids for case goods due to quality. This includes night stands, wardrobes and dressers. Staff researched the positive and negative about these items and based on that research are recommending the substitute which amounts to a price differential of \$41 per item or less than \$4,000.00 difference. The bids varied substantially from one another regarding freight and labor. Fred Clary asked if it was possible to get a more firm figure for these items. Joan Bailey pointed out that the vendor supplying the majority of the items had the lowest figure in these areas.

Discussion followed regarding an amount to approve for the FF&E purchase. Don Seep recommended adding an amount above quoted figures to allow for contingency, should an unforeseen expense arise. Richard McKee moved to approve the FF&E purchase not to exceed \$412,631.00. Ruth Williams seconded. Motion carried.

Barb Scott was present to discuss phone bids. The budget allows \$24,000 for telephone service, and \$24,000 for cell phone boosters. 6 bids were received, 2 vendors were recommended: Marco and Strangs. Marco has lower overall costs, but higher maintenance costs. Don Seep asked about service between the two companies. We currently have monthly maintenance costs with Affiliated Communications. Fred Clary noted that these future maintenance costs would be PV operational costs. Larry Sebranek questioned what the quality of each system was. Barb Scott discussed the pros and cons of each system and ease of use for residents. Fred questioned 40 phones purchased vs. 96 rooms. Angie Alexander noted a fair amount of residents would have cell phones, or not use a phone at all. Fred brought up the \$24,000 for cell phone repeater, and if it is necessary, it is a block building. It was noted different people have had different results with cell phone use in the new buildings. Jeanetta asked about MIS dealing with 2 different systems. Don Seep asked about staff at Strangs versus staffing at Marco. Fred stated we should go with lower bid unless other items cause us to choose another bid. Barb said the phones are comparable. Don stated Marco maintenance fees increase 10% year — which is significant. Larry Sebranek motioned to accept Strangs for phone service. Ruth Williams seconded. Motion carried. Barb stated phones could be purchased through CDW at a lower cost. Jeanetta noted that over a ten year period maintenance costs will be less.

Landscaping was discussed. Paul Korz had a diagram of area. Kathy Cianci noted that this was taken out of the budget, but need to discuss at this time. Fred Clary noted the original budget had high maintenance costs with it. Paul Korz stated the sidewalks are in place, so seeding needs to take place. Fine grading and seeding needs to be addressed in  $\frac{3}{4}$  of the site. Kathy Cianci stated it

has been hard to find anyone to do this. Don Seep asked if we could wait a year to do trees, but Paul Korz said it could create a mess at that time bringing in equipment to do this later. Fred said we need to address the seeding, Larry said he had agreed to help with this with Don Seep. Larry stated he noted a lot of gravel in the top soil at this time. Kathy stated we should not cut corners when it comes to the CBRF, need to attract residents. Richard McKee stated the courtyards should be done. Larry stated that mulch is a better system, than rocks, due to maintenance costs each year. Fred pointed out we would probably be using a push mower in the courtyards. Paul Korz advised the areas that seeding is ready to begin, and that courtyards are important to do at this time. Ron Ewing was approached, but stated it was too large a project for him to try. Paul has been in touch with companies to do project, it is late in the year, many are too busy. Paul had contacted Madison companies, but Fred would like to stay local if possible. Larry Sebranek stated he would be willing to start the seeding process along with Don Seep. Fred stated equipment may be available from Simpsons. Motion made by Jim Huffman, seconded by Ruth Williams, for board members to start seeding process. Motion carried.

Discussion followed regarding who to contact to come up with a plan for plantings in the courtyards. Kathy stated there is an area between the CBRF and existing building that needed some sort of landscaping, since the view is of the old building. Jim Huffman gave the name of Dalberg & Brown - phone 963-3475, for landscaping. Next meeting of June 13, Paul will have bid information.

Paul Korz discussed metal panel bids. The low bid was Muza for \$213,000 vs. \$245,000 and \$265,000. This will be on the June 13th agenda to re-approve.

Joan Bailey presented the vouchers for consideration. Dirty Ducts for abatement of the Village Commons for \$3,315.00. Jeanette Kirkpatrick moved to approve this for payment. Ruth Williams seconded. Motion carried.

Fein Brothers for carts that have been received for \$3,890.00. Larry Sebranek moved to approve this. Richard McKee seconded. Motion carried.

Jeanette Kirkpatrick moved to approve \$996.31 to Momentum Fabric for recovering chairs. Ruth Williams seconded. Motion carried

Larry Sebranek moved to approved pay application #7 for CG Schmidt totaling \$953,517.35. Richard McKee seconded. Motion carried.

Jeanette Kirkpatrick moved to approve pay application #8 to Richard Street Supply for \$388,033.62. Jim Huffman seconded. Motion carried.

Richard McKee moved to approve payment through the construction budget of We Energies for the project's cost of \$17,392.57, Don Seep seconded. Motion carried.

Meeting concluded at 3:00p.m.

Submitted by Joan Bailey