



Lapeer County Board of Commissioners

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Lapeer, Michigan 48446

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WE HAVE A NEW WEBSITE! www.lapeercountymi.gov

A.R.P.A. COMMITTEE

AUGUST 10, 2023

****11:30 A.M.****

*(**Estimated Time – Meeting will Commence following the Committee of the Whole**)*

Committee Members: Kevin Knisely (Chair); Tom Kohlman and Bryan Zender

- 1) **CALL TO ORDER** BY CHAIRMAN/ACTING CHAIRMAN
- 2) **CONSIDERATION OF THE DRAFT MINUTES FROM THE MAY 11, 2023 MEETING**

NEW/OLD BUSINESS:

- 3) **PARKS/B&G DEPARTMENT –**
 - A. **REQUEST TO BEGIN THE RFP PROCESS RELATED TO THE VARIOUS COUNTY PARKS BUILDINGS REPAIR PROJECTS INCLUDING:**
General Squier Park Maintenance Garage, Cold Storage Garage, Pavilions and Tea House, Mill Building, Outhouse Building, Changing Rooms Building inside the Waterpark (excluding Forrest Hall), AND Torzewski Park Pavilions, Amphitheatre, Boat House, Outhouse Buildings, Maintenance Garage, and Cold Storage Garage
 - B. **REQUEST TO ACCEPT THE BID AND APPROVE THE AGREEMENT WITH THE LAPEER COUNTY ROAD COMMISSIONERS FOR PARK WAYFINDING SIGNS FOR BOTH COUNTY PARKS AT A COST OF \$6,360 AS A SOLE VENDOR**

- 4) **OTHER – (if needed)**

A.

B.

ADJOURN...

2

A.R.P.A. COMMITTEE

MAY 11, 2023

***RAY'S CAFÉ CONFERENCE ROOM – LOWER LEVEL, COUNTY COMPLEX
255 CLAY STREET, LAPEER, MI 48446***

Chairman Kevin Knisely called the meeting to order at approximately 12:55 p.m. in Ray's Café Conference Room on the lower level of the County Complex.

Members Present: Commissioners Kevin Knisely, Tom Kohlman, and Bryan Zender.

Others: Jackie Arnold, Interim County Controller/Administrator; Doreen Clark, Office Manager; John Bustle, B&G/Parks Jillian Weiss, Special Events Coordinator B&G/Parks; Sarah Whaley, Emergency Management Coordinator; Theresa Spencer; and Grace Guzowski, general public member.

MINUTES

The minutes from the March 9, 2023 ARPA Committee Meeting were briefly reviewed and discussed.

Motion by Zender, supported by Kohlman, to approve the minutes from the March 9, 2023 A.R.P.A. Committee Meeting, as presented. Motion carried unanimously.

PARKS/BUILDING & GROUNDS

John Bustle, Building & Grounds/Parks Director, was present to request acceptance and award the bid from Frank Rewold and Sons Inc. for Construction Manager At-Risk Services for the Redevelopment of Torzewski County Park project, at a cost of \$20,000 for pre-construction services. Questions and discussion followed.

Motion by Zender, supported by Kohlman, pursuant to the recommendation of the ARPA Committee, to accept and award the bid from Frank Rewold and Sons Inc for Construction Manager At-Risk Services for the Redevelopment of Torzewski County Park Project, at a cost of \$20,000, for pre-construction services, to be paid from Fund 281 (expense category 2.11). Motion carried unanimously.

Mr. Bustle also requested the approval of the Continuation of Services Amendment Agreement with H2A Architects for Torzewski County Park in the amount of \$14,900 and General Squier Park (excluding Forrest Hall) in the amount of \$14,900. This will include the preparation of bid documents, bid assistance, and construction administration. Questions and discussion followed.

Motion by Zender, supported by Kohlman, pursuant to the recommendation of the ARPA Committee, to authorize the Continuation of Services Amendment Agreement with H2A Architects for Torzewski County Park in the amount of \$14,900 and General Squier Park (excluding Forrest Hall) in the amount of \$14,900, which will include preparation of bid documents, bid assistance, and construction administration services, to be paid from Fund 281 (expense category 2.11). Motion carried unanimously.

Further questions and discussion followed regarding other services for consideration of redevelopment.

ADJOURN

Motion by Kohlman, supported by Zender, to adjourn the meeting. Motion carried unanimously. 1:01 p.m.

Kevin Knisely, Chairman
Lapeer County A.R.P.A. Committee

Minutes prepared by Doreen Clark, Office Manager

3A

REQUEST FOR ACTION

DATE: August 3, 2023

 X REQUEST FOR ACTION
 FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: ARPA Committee

FROM: John Bustle – Director of Building and Grounds/Parks

SUMMARY OF REQUEST / INFORMATION:

Request to approve the RPF process for all county park buildings excluding Forest Hall and all structures inside Torzewski Wetlands Waterpark

CONTACT PERSON(S): John Bustle, Director of Building & Grounds/Parks

ADDITIONAL INFORMATION: County Park buildings include General Squier pavilions (including tea house), maintenance garage, cold storage garage, Mill Building, outhouse buildings, and changing room building (inside waterpark). Torzewski park buildings include all pavilions (including amphitheater), boat house, outhouse buildings, maintenance garage, and cold storage garage.

SUPPORTING DOCUMENTS: see attached

DRAFT MOTION:

Motion by _____, Supported by _____, to recommend to the Full Board to authorize Building and Grounds/Parks to create and issue an RFP on various repair projects related to County Park buildings excluding Forest Hall and all structures inside Torzewski Wetlands Waterpark.

ATTACHMENTS YES X NO

3B

REQUEST FOR ACTION

DATE: August 8, 2023

 X REQUEST FOR ACTION

 FOR YOUR INFORMATION

 REQUEST FOR INFORMATION

TO: ARPA Committee

FROM: John Bustle – Director of Building and Grounds/Parks

SUMMARY OF REQUEST / INFORMATION:

Request to approve the replacement and add additional wayfinding signs to County roads for Torzewski Park and General Squier Park.

CONTACT PERSON(S): John Bustle, Director of Building & Grounds/Parks

ADDITIONAL INFORMATION: Additional wayfinding signs would include signs for Park attraction(s)

SUPPORTING DOCUMENTS: see attached

DRAFT MOTION:

Motion by _____, Supported by _____, to recommend to the Full Board to approve the agreement with the Lapeer County Board of Road Commissioners for Park wayfinding signs at a cost not to exceed \$6,360.00, at no additional cost to the County's General Fund and further authorize the Chairman to sign said agreement.

ATTACHMENTS YES X NO

ROAD PROJECT AGREEMENT

This agreement entered into between the County of Lapeer (hereinafter referred to as the "County") and the Lapeer County Board of Road Commissioners (hereinafter referred to as the "Commission").

1. The following designated roads are within Lapeer County and is under the jurisdiction and control of the Commission. The specific location and specific work to be performed as follows:

Furnish and Install Torzewski County Park Guide Signs (Brown / White)
on various Roads within Elba, Oregon and Marathon Townships,
per attached location map. Estimated at twelve (12) locations.
30" x 30" Directional Guide Signs
30" x 9" Supplemental Information Signs

The Work consists of furnishing all labor, material, and equipment required for fabrication and installation; and related work as approved by District Foreman and/or County Highway Engineer.

2. The Commission has agreed to perform the project as outlined in the estimate for the road work referred to as:

Project # _____

3. The Commission and the County have agreed to the following cost participation for this project:

ESTIMATED PROJECT COST

<u>TOTAL COST</u>	<u>Allocation</u>	<u>Tree/Brush</u>	<u>Ditch Match</u>	<u>Twp Cost</u>
<u>Circle one</u>	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>\$3,300.00</u>	<u>\$ n/a</u>	<u>\$ n/a</u>	<u>\$ n/a</u>	<u>\$3,330.00</u>

The above costs are estimated at \$275 per location at 12 locations. The final billing to the County will be based on final construction costs.

4. Project costs shall include the following:
- a) Payments to consultants for work on the project.
 - b) Engineering and surveying, including fringe benefits and overhead factors.
 - c) Labor and equipment charges for work done by Road Commission forces, including fringe benefits and overhead.

Maintenance costs of the custom guide signs vandalized, damaged or stolen, shall be borne to the County. Sign reflectivity material is valid for 15 years. Material not meeting the reflectivity requirements at that time of review will be required to be replaced at County expense.

If the final project cost is anticipated to be 10% or more over the estimate, the Commission will notify the County when the Commission becomes aware of the increased costs.

5. The Commission, upon completion of said project, will furnish the County a statement of the final cost of the project. The County will forward to the Commission any amount which the total cost exceeds the initial payment.
6. The County agrees to pay when invoiced. All invoices not paid within 30 days of invoice date, will be assessed a finance charge at the rate of 1% per month.

The undersigned has reviewed and approved this project.

County Highway Engineer OR District Foreman

The parties hereto have caused this Agreement to be executed on the dates indicated below.

County of Lapeer

Lapeer County Road Commission

By: _____
Chairman

By: _____
Commission Chairman

By: _____
Vice Chairman

By: _____
Commission Vice Chairman

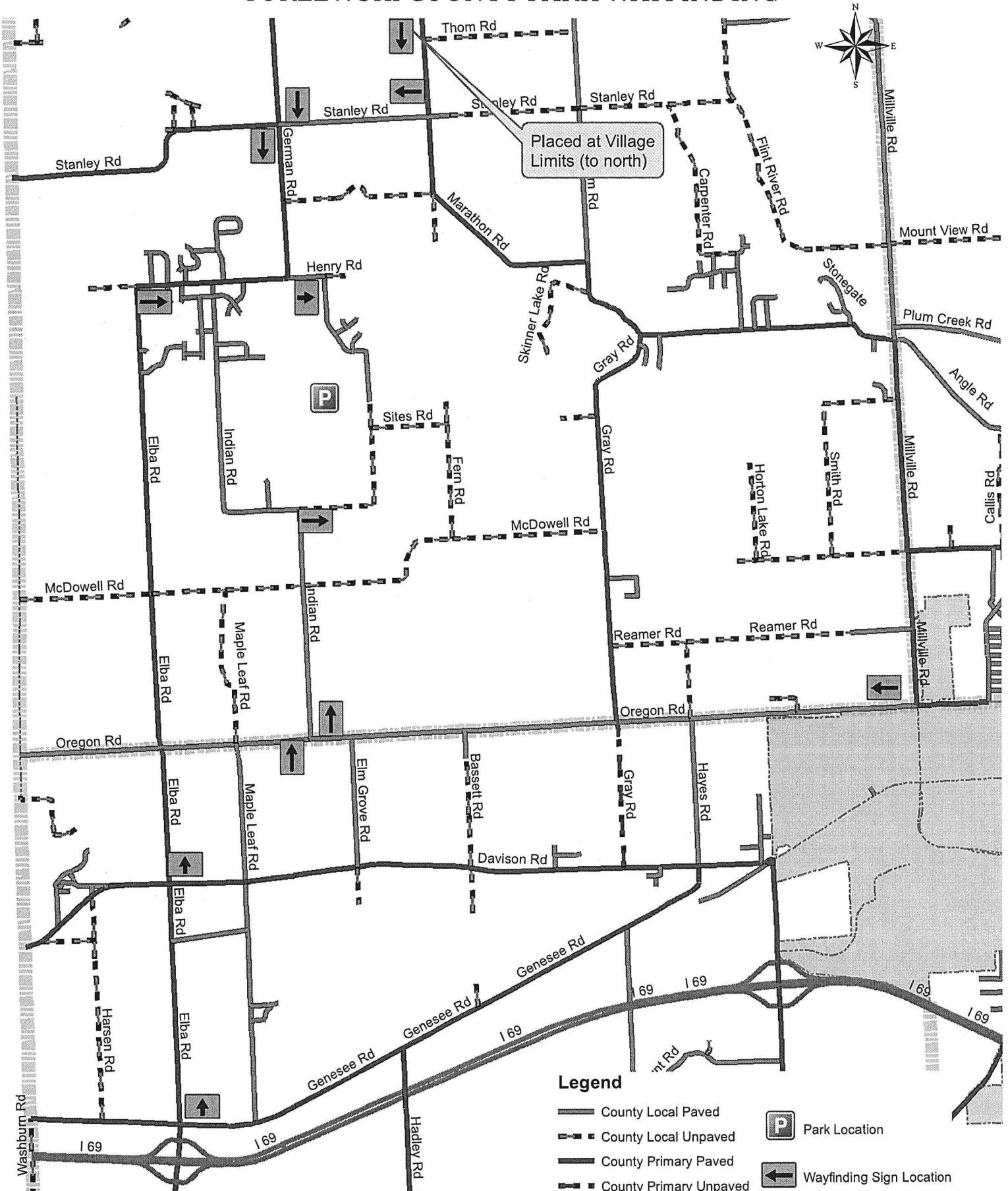
By: _____
Commission Member

As Approved by County Board on this
____ Day of _____, 2023

As Approved by Commission Board on this
____ Day of _____, 2023

Project # _____

TORZEWSKI COUNTY PARK WAYFINDING



Legend

- County Local Paved
- County Local Unpaved
- County Primary Paved
- County Primary Unpaved
- State Trunkline
- Non-LCRC Road
- Township_Line
- Park Location
- Wayfinding Sign Location



LAPEER COUNTY ROAD COMMISSION

820 DAVIS LAKE ROAD
LAPEER, MI 48446
Phone: 810-664-6272
Web: www.lcrconline.com

**TORZEWSKI
COUNTY
PARK**



WATER PARK

DISK GOLF