

**GRAND TRAVERSE COUNTY**  
**DEPARTMENT OF VETERANS AFFAIRS**  
2650 LaFranier Rd, Traverse City, MI 49686  
Public Services Building

**Friday, March 16, 2018 @ 8:00 PM**

**SPECIAL BOARD MEETING**

**Minutes**

**PLEDGE OF ALLEGIANCE / CALL TO ORDER**

**ROLL CALL**

Present: Robert "Art" Eisner, John Block, Jim Wegener, Neal Horning, Jakob Rossi, Lavern Broughton, Ron Hofmeister

Absent:

**NEW BUSINESS**

**1. Construction Bid Amendment (Change Order)**

Michael spoke regarding the Change Order to the construction contract. Green Construction provided a Change Order form showing \$2,875.00 for materials and labor for wall planking to finish the outside of the office area. It would not extend the original timeline. The office remodel would be done on Wednesday, March 21.

John Block motioned to approve Change Order and updated Remodel Bid for \$2,875.00 additional costs. Jakob Rossi seconded the motion. No discussion. All approved.

**2. Furniture Contract Bid**

Michael spoke regarding the multiple furniture bids for the new office. Per the GTC Purchasing Policy, I got at least three bids. Integrity provided a low bid for furniture that would not work with the new design of the office. I asked that they provide an additional quote. After reviewing the bids, I request that the board approve Interphase for the furniture bid due to the quality of the furniture and attention to detail in my quote. The furniture will take 4-5 weeks for delivery and installation. I have plans to utilize 8ft table as office desks until then. Below is

the breakdown of bids:

Integrity	\$6,621.00
Integrity	\$9,663.50
Interphase	\$9,288.64
OK Office Supplies	\$17,867.55

Jakob Rossi motioned to approve the Interphase furniture bid for \$9,288.64. Ron Hofmeister seconded the motion. Discussion: John Block asked what was going to happen to the old furniture. Michael stated it was going to be left in the old office space for usage by new tenants. No further discussion. All approved.

### **ADJOURNMENT**

John Block motioned to adjourn. Meeting adjourned at 8:25am