

**OTSEGO LAKE TOWNSHIP**  
**Special Meeting, October 8, 2009**

The Otsego Lake Township Board was called to order by Supervisor Wagar at 4:45 p.m. Board members present; Wagar, Markovich, Brown and Jacobs, also present Otsego Lake Township Fire Chief Joe Shelly. Absent Baker. The purpose of the meeting is to interview Architectural/Engineering firms for the Otsego Lake Township Fire Department. Trustee Baker was absent due to a conflict of interest because he is employed by one of the firms being considered.

We received eleven Request for Qualifications Bids and narrowed the field down to three companies at a previous meeting. Those three companies were invited to meet and present their experience and qualifications to the township board.

The first firm to be interviewed was Robert Sommerville of Architecture/Artistry Interiors and Gary L. Nealis of Nealis Engineering. Both of these companies are from Traverse City, Michigan. They presented information on projects they have designed and answered our questions from the board on their roll in designing a new building or remodeling an existing building. Their cost to do a preliminary design plan would be between five and seven thousand dollars.

The next firm to be interviewed was Trinity Architecture & Management owner Tad Latuszek, and John Richards of Apollo Engineering. Trinity Architecture is located in Gaylord, Michigan. They are a smaller local firm and all plans and design work would be done personally by Mr. Latuszek and Mr. Richards. Questions were asked and answered concerning some of the projects involving their firm. Locally some of the projects they have worked on were the Otsego County Equalization Department and the Otsego County Animal Control renovations, Gaylord Community Schools and the Zaremba Truck Dealership. They estimate their cost to do the preliminary design plans at five to seven thousand dollars.

The third firm interviewed was Bradley, Butcher and Associates, owner Mr. Butcher representing the company. This company is also located in Gaylord, Michigan. Letters of reference were given to the board. They have worked on local projects that include Otsego County Alpine Center Complex, Otsego County Commission on Aging to complete a feasibility, planning study and determine long and short term needs and doing a cost comparison for remodeling and existing building or constructing a new building. Also worked with the Otsego County Library on expansion feasibility study for the current building. The firm has worked on feasibility studies and construction of fire stations in Littlefield Township, Charter Township of Grayling and the city hall and fire hall for the City of Grayling. He estimated the cost to do a preliminary study 7 to 10 % of the value of construction, with 25% being design only or roughly five to seven thousand dollars.

A short discussion followed after the representatives left. After discussing the difference aspects of each company it was decided to table any decision making and give board

members a few days to decide on their choice. A decision will be made at the regular township meeting on October 15<sup>th</sup>.

Meeting adjourned at 6:20 p.m. Meeting conducted in accordance with the Open Meetings Act.