

On September 20, 2017 the Rogers City Area Ambulance Service Authority Board held a special meeting in the Presque Isle County Old Commissioner's Meeting Room. The meeting was called to order by Chairman Kirk Schaedig, at 6:02 p.m.. Secretary, Martha Roznowski called the roll.

Bearinger Twp	Archie Patterson	Belknap Township	Eileen Brege
Bismarck	John Kleiber	Krakow Township	Mike Grohowski
Metz Township	Louis Urban	Moltke Township	Kirk Schaedig
Ocqueoc	Jerry Counterman	Posen Township	Absent
Pulawski Township	Martha Roznowski	Rogers City	Scott McLennan
Rogers Township	Randy Smolinski		

The order of business to include discussion of the bid prints, specs, bidding requirements and publishing of notification for bidding.

Randy Smolinski presented the building additions prints. Discussion was held on copying prints for bid packets. Several options were presented. Randy will check with Jeremy and find out if there is a PDF file that we could print from or if we need to purchase them from him. Suggestions of possible places to get prints made were Calcite and the Equalization Department. The prints are very detailed and the general notes include information regarding bidders compliance to rules and regulations. The need for a performance bond was discussed, item 10. The amount of the bond must be 25% or up to the total cost and will be discussed after the bids come in.

A recommendation by the building committee, Mike Grohowski, Kirk Schaedig and Randy Smolinski to accept the prints as presented, was given. A motion by Randy Smolinski and a second by Archie Patterson to approve the prints was made. All in favor and the motion carried.

Mike Grohowski offered to work on the bid packet documents. We are asking for bids in two phases. Phase one would be the sleeping area and phase two is the addition to the ambulance bays. If both bids will be awarded to the same contractor it would be discounted. He will include guidelines, required by the board. Several topics are addressed in the general notes, however, examples of additional items will include start and completion dates, no substitution on material unless approved by us, a porta joe on site, site cleaning, rubbish removal and any other appropriate items. The packet will also ask for proof of license and insurance. He will also state there will be no parking in front that could cause a delay in ambulance response. Start and finish dates will depend on when we accept the bids. There will be a \$25.00 non-refundable fee charged for the prints. Sealed bids must be in by 4:00 p.m. on October 10, 2017.

A motion was made by John Kleiber and seconded by Randy Smolinski to publish an ad, for bids, in the local newspapers. All in favor, motion carried. The secretary will put in the Presque Isle Advance, The Alpena News and The Cheboygan Tribune an ad for bidding. The Cheboygan and Alpena papers are daily, therefore it will run for 3 days. The ad will include that it is a building addition and some renovation and that the board has the right to refuse any or all bids. If no response we may have to wait until spring.

A motion was made by Jerry Counterman and seconded by John Kleiber to adjourn. All in favor and the motion carried. The meeting was adjourned at 6:53 p.m..

Submitted by Martha Roznowski, Secretary  
Rogers City Area Ambulance Service Authority Bd