

**Lawrence Township Special Meeting
April 18, 2019
Lawrence Community Services Building**

Present: Thompson, Stroud, Carpp, Spenner, Reynnells

Also: Richard Schramm (Architect), Steve Lowe, Phil Yankauskas, Albert Hertzler, Stephen Tishhouse, Chuck Williams, Jim Hall

Meeting called to order at 6:00 p.m.

The purpose of the meeting was to review bids presented for the new Lawrence Township Offices/Hall located at 411 N Paw Paw St. and opened on April 11, 2019.

The bids were significantly higher than anticipated and a good discussion was held on ways to reduce scope and cost.

The following suggestions were made and will be incorporated into a RFI to be provided by Richard Schramm, Architect:

- Remove the enclosed ramp structure
- Add uncovered ramp with railings with 2 options
 - Wood
 - Concrete
- Change metal roof to shingle with 2 options
 - Grand Manor commercial (like on Fire Station and Library)
 - Traditional residential (to get us by until Phase 2)
 - Aluminum soffits
- Add exhaust fans to women and men's bathrooms
- Revise HVAC system to reflect a main trunk line with flexible to the offices with fire dampers at the fire walls
- Revise the records room 110 to have 1 in and 1 out for heat/return with fire dampers
- Eliminate the women's restroom bump out for return air and go overhead, adding fire damper
- Revise outdoor lighting

Richard Schramm will send out RFI by 4/25/19.

Revised bids due by 5/8/19 at 3:00pm delivered by mail, email or in person to the Township offices.

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Special Meeting on May 9th at 6:00 p.m. to review and discuss revised bids with the goal of awarding the bid at the May 9th regular meeting at 7:00 p.m.

The board thanked the bidders for attending and the valuable suggestions and input they provided.

With no further business to attend to, a motion to adjourn was made by Reynnells, 2nd by Stroud. All Ayes. Motion carried.

Special Meeting adjourned at 7:08 pm.

Respectfully submitted,

Attest,

Kim Thompson, Clerk

Donna Spenner, Supervisor