

FRIENDS OF THE MARY SHELDON ISMON HOUSE

Opening of Bids & Minutes of the Board

February 5, 2016

One new bid was received: bid from David Bontrager for \$212,836.59 . This new bid includes the mechanical items for the 3rd floor as well as some electrical & plumbing for the 2nd floor, an additional restroom on the 3rd floor, and \$2,000 for indoor signage.

We will also be required by the state to erect a sign outdoors which includes the state logos and gives credit to the funding received from the state. This sign must be at least 4 x 6 feet and is to remain in place during construction and for a year afterward.

Call to Order: Shirley Zeller called the meeting to order at 10:09

Present: Shirley Zeller, Carol Gnich, Bill Warren, Sheryl Mitchell, Harley Ulbrich, Marjorie Ulbrich, William Zeller. Craig Spiegel, architect, and David Bontrager, contractor, were also in attendance.

Agenda & Secretary's Report: The agenda was approved and the minutes from the January 26, 2016 meeting were approved.

Unfinished Business:

Bid reviewal:

The bid from David Bontrager is now over our original budget, but we believe we can cover the difference (possible grant from Anderson's, current fundraiser, another appeal to Philanthropic Women, loan from Homestead Bank). The bid includes a number of mechanical expenses on the 2nd floor which means it will cost us less to finish that floor in the future. The biggest addition is having a unisex bathroom on the 3rd floor which was not in the original plans. The bid includes \$19,398.50 for the electrical, \$13,255 for the plumbing, \$14,463 for the additional restroom, and \$2,000 for indoor signage - all costs which were not included in Mr. Bontrager's original bid.

\$120,000 has to be advanced by the city while we wait on reimbursement from the state. The DDA owns the building and the loan from the city will go to the DDA.

The electrician wants an advance before starting work. All such invoices will go to Tom at City Hall to be paid.

A motion to approve the bid was passed unanimously with 1 abstention (Sheryl Mitchell).

A motion to acknowledge and accept the terms of the promissory note between the city and the DDA was passed unanimously with 1 abstention (Sheryl Mitchell).

Installation of mailbox has been completed. A key will be hung on the back of the door in the office at Ismon House.

New Business

Carol will attend the DDA meeting on Wed. Oct. 10 at 7:30 am at the Food Hub.

Meeting adjourned at 10:35.

Submitted by Carol Gnich in the absence of secretary, Gwen Tabb.

Next Meeting: March 15, 2016 at 5:30 at Ismon House.