

City Council Chamber
Henry L. Brown Municipal Building
One Grand Street, Coldwater, MI 49036
5:00 P.M.

CITY OF COLDWATER DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday March 8, 2022 Special Meeting

AGENDA

ATTENDANCE

PUBLIC COMMENTS

OLD BUSINESS

NEW BUSINESS

1. DDA Res. 22-01 to Approve Bid for Exterior Maintenance Work at 60 W. Chicago Street – Audrey Tappenden
2. DDA Res. 22-02 to Approve Bid for Architectural Renderings at 60 W. Chicago Street – Lisa Miller
3. Date Options for Transformation Strategy Workshop – Audrey Tappenden

ADJOURNMENT

Next Meeting – March 23, 2022



CITY of COLDWATER

Henry L. Brown Municipal Building

One Grand Street

Coldwater, Michigan 49036

(517) 279-9501 www.coldwater.org

March 4, 2022

DDA President and Board
City Hall – One Grand Street
Coldwater, Michigan

Dear DDA President and Board:

Several items of work need to be performed within the year at the DDA's building at 60 W. Chicago Street. Tuck pointing, removal of flaking paint, and reapplication of appropriate coatings are urgent priorities. These are identifiable visually, and have also been cited by the City's building department as violating the International Property Maintenance Code, PMC 304.2.

Several companies provided quotes, briefly outlined below:

- Option A: \$26,150 – tuck pointing, power wash, and re-paint
- Option B: \$20,124 – paint only, did not include tuck pointing
- Option C: \$48,950 – surface cleaning, tuckpoint, elastic coating, re-paint, south elevation lower coating and repair

Of the three quotes, two include the required scope of work (tuck pointing, removal of existing paint, and re-painting). Staff are recommending Option C based on the appropriateness of the Elastomeric coating for a historic façade, the longevity and long-term maintenance benefits of the proposed materials, and their ability to halt and prevent further deterioration in comparison to a simpler power wash and re-paint. For further explanation of the proposed materials, a summary analysis prepared by Mulder Waterproofing and Sealants, Inc. (MWS) is attached.

Payment for improvements is not due until after completion of the project. This provides several months for the DDA to execute a loan agreement with the City Council to finance the façade maintenance work, as well as the ground floor and basement improvements needed to relocate the Children's Museum of Branch County to 60 W. Chicago Street.

A resolution to authorize the bid with MWC is also attached, for your review.

Respectfully Submitted,

Audrey Tappenden
Economic Development Coordinator



February 22, 2022

City of Coldwater
Audrey Tappenden
Economic Development Coordinator

RE: Elastomeric Coating

Elastomeric coatings are a waterproof coating designed for masonry and concrete surfaces. The thick, elastic film covers, hides and protects substrates for long-lasting durability. They are designed to withstand even the toughest of rains. It also conveniently comes in a variety of custom colors which are perfect for new and old masonry surfaces. Elastomeric coatings provides excellent flexibility, durability, and weather resistance. This product will protect against wind-driven rain when used on tilt-up, precast, or poured-in-place concrete, CMU, brick, and stucco. The coating is applied much thicker than traditional paint and the longevity out performs paint by a long shot. Once the coating is applied it doesn't need much maintenance at all and when the time comes to freshen it up the process is much simpler than the initial install. That means a power wash and one recoat should be all that's needed in the future to spruce it up. Traditional paint will not cover cracks and have the flexibility to move overtop of existing failures. Elastomeric Coating will bridge cracks and gaps and also bond and flex with any patch material that is needed before the installation.

Please let me know if you have any questions or need any more information at all.

Thank you,

Zach Mulder
Vice President
Mulder Waterproofing & Sealants
3420 Ravine Road
Kalamazoo, MI 49006
269-381-8100

DDA RESOLUTION NO. 22-01

**A RESOLUTION TO APPROVE BID FOR EXTERIOR MAINTENANCE WORK AT
60 W. CHICAGO STREET, THE "TAYLOR'S BUILDING"**

Minutes of a regular meeting of the Downtown Development Authority of the City of Coldwater, County of Branch, State of Michigan (the "DDA"), held on March 8, 2022, at 5:00 p.m., prevailing Eastern Time.

PRESENT: Board members: _____

ABSENT: Board members:

The following preamble and resolution were offered by Board member _____, and seconded by Board member _____:

WHEREAS, the maintenance of 60 W. Chicago Street is a priority and responsibility of the DDA; and

WHEREAS, the City of Coldwater's building department has cited the property as being in violation of the International Property Maintenance Code, PMC 304.2; and

WHEREAS, a project bid has been evaluated based on cost, scope of work, and longevity of proposed materials; and

WHEREAS, the DDA received a bid for the building surface cleaning, tuck pointing, elastic coating, and south elevation lower coating and repair, as outlined in the attached bid tabulation;

NOW, THEREFORE, BE IT RESOLVED, the DDA hereby adopts DDA Resolution No. 22-01 to award the bid for the surface cleaning, tuck pointing, elastic coating, and south elevation lower coating and repair, to Mulder Waterproofing & Sealants, Inc. of Kalamazoo, Michigan in the amount of \$48,950.00 and authorize the President and City Manager to execute required documents.

AYES: Board members: _____

NAYS: board members: _____

RESOLUTION DECLARED ADOPTED.

Susan E. Heath, City Clerk
City of Coldwater

I, Susan E. Heath, the City Clerk of the City of Coldwater, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the City of Coldwater Downtown Development Authority, County of Branch, State of Michigan, at a special meeting held on March 8, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Susan E. Heath, City Clerk
City of Coldwater



October 15, 2021

Chad Rakocy
City of Coldwater
Coldwater Board of Public Utilities
1 Grand St, Coldwater, MI 49036

Re: Coating of the Taylors Building

Pursuant to your request and our on-site visit, Mulder Waterproofing is pleased to quote the installation of the elastomeric coating. Mulder Waterproofing will provide all labor, materials, equipment, insurance and supervision to perform this work.

Scope of work:

Mobilize on site

Prep by power washing and removing failed coating

Grind out failed mortar joints and fill with latex sealant

Apply SW ConFlex XL elastomeric coating at 80-100 SF per gallon

Apply SW ConFlex XL elastomeric coating at 100-125 SF per gallon

Clean up as required

* Lump Sum Bid \$43,325.00

* South Elevation Lower Coating- \$5,625.00 FRONT DOORS

South Elevation Upper Window Caulking, Failed Window Flashings, Tuck pointing, and Lintel
Caulking- \$11,265.00

South Wall Upper Cap Repair- \$6,750.00

Chimney Tear down and cap- \$4,565.00

If you find cost acceptable, please fill in the information requested below and return one copy of this proposal by fax, mail, or e-mail to the number/address listed at the bottom of this page. Payment terms are Net 30 days. Finance charges will be assessed after 31 days. Finance charge at a rate of 2% per month will be assessed on any balance past due.

ACCEPTED BY: _____ DATE: _____ AMOUNT: \$ _____

Mulder Waterproofing wishes to thank you for the opportunity to quote this project and look forward to working with you in the near future. If you have any questions please give me a call.

Sincerely,
Zach Mulder

Project Estimator
Mulder Waterproofing
3420 Ravine Road
Kalamazoo, MI 49006
269-381-8100

File name: Coldwater Taylors Building.21

3420 Ravine Road * Kalamazoo, MI 49006 * PH (269) 381-8100 FAX (269) 381-2943

Email- zmulder@mulderwaterproofing.com



CITY of COLDWATER

Henry L. Brown Municipal Building

One Grand Street

Coldwater, Michigan 49036

(517) 279-9501 www.coldwater.org

March 4, 2022

DDA President and Board
City Hall – One Grand Street

Coldwater, Michigan

Dear DDA President and Board:

Economic Development Staff and a committee of DDA board members have been working closely with the Children's Museum of Branch County (CMBC) to explore its options relative to relocating back downtown. We have received preliminary approval from the City Council to borrow up to \$350,000 from the general fund for exterior and interior renovations to 60 West Chicago Street.

During the upcoming meeting, staff aims to get approval to allocate \$3,995 dollars to Intersect for construction drawings for the interior of Taylors. These drawings have to be done to get proper permits and get final construction quotes.

Billing for this project will come from our Reserved Fund Balance. The reserved fund is currently in excess of \$50,000 dollars.

The relocation of the CMBC to downtown has been part of the DDA's strategic planning for decades, and we are glad to have a DDA asset that may be leveraged to achieve this goal.

Respectfully Submitted,

Lisa Miller, Director
Branch County Economic Growth Alliance

DDA RESOLUTION NO. 22-02
A RESOLUTION TO APPROVE BID FOR ARCHITECTURAL RENDERINGS AT
60 W. CHICAGO STREET, THE “TAYLOR’S BUILDING”

Minutes of a regular meeting of the Downtown Development Authority of the City of Coldwater, County of Branch, State of Michigan (the “DDA”), held on March 8, 2022, at 5:00 p.m., prevailing Eastern Time.

PRESENT: Board members: _____

ABSENT: Board members:

The following preamble and resolution were offered by Board member _____, and seconded by Board member _____:

WHEREAS, the City of Coldwater Downtown Development Authority (DDA) established its intent to create space for a children’s museum in downtown Coldwater, as detailed in its most recent TIF amendment; and

WHEREAS, in January 2022 the DDA voted in support of seeking loan funds from the Coldwater City Council to finance the improvements needed to relocate the Children’s Museum of Branch County (“CMBC”) to downtown Coldwater at 60 W. Chicago Street, a property owned by the DDA; and

WHEREAS, construction drawings and associated code research are required in order to move forward with the construction management process; and

WHEREAS, Intersect Studio LLC has been involved with and provided previous architectural services relative to the relocation of the CMBC; and

WHEREAS, the DDA received a bid for the code compliance summary, main level floor plan and basement diagram, toilet room layout with accessibility requirements, fire rated assembly details, and basic general notes, as outlined in the attached bid tabulation;

NOW, THEREFORE, BE IT RESOLVED, the DDA hereby adopts DDA Resolution No. 22-02 to award the bid for the code compliance summary, main level floor plan and basement diagram, toilet room layout with accessibility requirements, fire rated assembly details, and basic general notes, to Intersect Studio LLC of Kalamazoo, Michigan in the amount of \$3,995 plus reimbursable expenses and authorize the President and City Manager to execute required documents.

AYES: Board members: _____

NAYS: board members: _____

RESOLUTION DECLARED ADOPTED.

Susan E. Heath, City Clerk
City of Coldwater

I, Susan E. Heath, the City Clerk of the City of Coldwater, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the City of Coldwater Downtown Development Authority, County of Branch, State of Michigan, at a special meeting held on March 8, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Susan E. Heath, City Clerk
City of Coldwater

February 11, 2022

City of Coldwater
One Grand Street
Coldwater, MI 49036

Attn: Lisa Miller
Re: Taylors Building Code and Construction Coordination Document

Dear Lisa,

We are thrilled to provide this proposal for code review and construction coordination drawings for the building at 56-62 W Chicago Street in downtown Coldwater. You have asked to utilize the floor plan provided on 2-11-22 as the layout to create a basic plan for code compliance evaluation and for use to coordinate construction. Planning and design are services we would be happy to provide, but have not been requested at this time.

We will review the building code for compliance of this plan within the current building. Your goal is to cost effectively relocate the Branch County Children's Museum into the existing tenant space with minimal change. The City of Coldwater will be actively involved with the implementation of the project to ensure the renovated space meets code requirements as officially determined by the City's Building Official and Fire Marshall. The upper floors of the building will be left un-renovated and not utilized for any purpose. Our analysis and document will not address the upper floors in any way. The basement will be restricted to storage and utility use. You plan to maintain as many of the existing building systems as possible to reduce costs.

Based on our conversation, the following services and tasks are imagined at this time :

Scope of Services

Site visit to review existing conditions: Intersect will utilize the existing schematic floor plan drawing provided by the owner to verify existing site conditions. Since the basement is not changing, we will document it simply to provide a basic existing layout for reference.

Code Research: Code review will be performed to determine that the basement and main floor meet primary egress, life safety, and rated assembly requirements. A code compliance summary will be provided. We assume that the compliance analysis and requirements will not require exhaustive research and coordination. If the results reveal that we need to engage with the Building Official and Fire Marshall to determine how to best meet the code, this effort will be provided on an hourly basis.

Review Meeting : We will perform the code analysis and create the plan. We will meet with you virtually to review our findings and plan and then address any minor modifications to the plans. Layout changes or additional items to be added will be done on an hourly basis.

Construction documents : The final deliverable will include:

- Code compliance summary
- Floor plan of main level, Basement plan diagram
- Toilet room layout with accessibility requirements
- Fire rated assembly details
- Basic general notes

Not included: This proposal does not include any coordination or documentation for Mechanical, Electrical, Plumbing or Structural systems. Meetings, coordination calls or additional documentation will be provided on an hourly basis.

Investment

We propose a fixed fee for these services: **\$3,995** + reimbursable expenses
We suggest you budget \$2,000 for hourly services you may require of us for completion.

Please see the Intersect Standard Terms and Conditions for reimbursable expense detail and other conditions for this contract.

Schedule

We require approximately 3-4 weeks to complete these services.

We are excited to collaborate with you to help Coldwater continue its rise as a premier community! If you have any questions or thoughts, let's chat! If our proposal is acceptable to you, please send a signed copy of this via e-mail to initiate a contract for services under the Intersect Standard Terms and Conditions and we'll get going.

Yours truly,
Intersect Studio, LLC



Bill LaDitka, NCARB, LEED AP
Principal - Architect - Placemaker

bill@intersect-studio.com
(269) 944-9279

Approved By:

Printed Name

Signature

Date