



Holland Charter Township

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Memorandum

TO: Board of Trustees

FROM: Steve Bulthuis

DATE: January 12, 2026

SUBJECT: Township hall east wing improvements

At the July 17 meeting the Board took action to retain Lakewood Construction to provide architectural and construction management services related to constructing security improvements and completing other office renovations in the east wing of the township hall (community development department area).

Design was completed and Lakewood Construction solicited bids to complete the work. Multiple bids were received for each category and reviewed by Greg Maybury. Exhibit A contains the bids from various subcontractors recommended by Lakewood.

As shown in Exhibit A, the cost of construction, along with fees and a 10% contingency, totaled \$447,497. This amount falls within the cost range discussed at the July meeting and under the \$500,000 cost estimate contained in the 2026-2031 Capital Improvement Program.

Staff is seeking authorization to proceed with awarding the bids and associated costs as shown in Exhibit A for an amount not to exceed \$447,497.

Please contact me should you have any questions concerning this matter.



HCT Interior Renovations

OWNER BREAKDOWN

| | |
|-------------------------|----------|
| Documents Dated: | 1/9/2026 |
| Revision: | 1 |
| Project Square Footage: | 2,800 |
| Date: | 9-Jan-26 |

| DIVISION | DIVISION TITLE | TOTAL | \$ COST/SF |
|----------|--------------------------------|--------|------------|
| 00 | Pre-Construction Services | 0 | 0.00 |
| 01 | General Requirements | 42,580 | 15.21 |
| 02 | Site Demolition | 0 | 0.00 |
| 03 | Concrete | 0 | 0.00 |
| 04 | Masonry | 32,525 | 11.62 |
| 05 | Metals | 1,455 | 0.52 |
| 06 | Woods & Plastics | 32,047 | 11.45 |
| 07 | Thermal & Moisture | 4,225 | 1.51 |
| 08 | Doors & Windows | 54,922 | 19.62 |
| 09 | Finishes | 94,960 | 33.91 |
| 10 | Specialties | 0 | 0.00 |
| 11 | Equipment | 0 | 0.00 |
| 12 | Furnishings | 0 | 0.00 |
| 13 | Special Construction | 0 | 0.00 |
| 14 | Conveying Systems | 0 | 0.00 |
| 21 | Fire Suppression | 0 | 0.00 |
| 22 | Plumbing | 0 | 0.00 |
| 23 | Heating/Ventilation/AC | 38,111 | 13.61 |
| 26 | Electrical | 56,650 | 20.23 |
| 27 | Communications | 0 | 0.00 |
| 28 | Electronic Safety & Security | 5,600 | 2.00 |
| 31 | Earthwork | 0 | 0.00 |
| 32 | Exterior Improvements | 0 | 0.00 |
| 33 | Utilities | 0 | 0.00 |
| 41 | Material Processing & Handling | 0 | 0.00 |
| 48 | Electrical Power Generation | 0 | 0.00 |
| 50 | Miscellaneous | 0 | 0.00 |

| | | | |
|--------------------------------|--------|-------------------|---------------|
| Total | | \$ 363,075 | 129.67 |
| Construction Fee | 5.00% | \$ 18,154 | 6.48 |
| Subtotal | | \$ 381,229 | 136.15 |
| Bond | | \$ 3,145 | |
| Architectural/Engineering Fees | 0.00% | \$ 25,000 | 8.93 |
| Construction Contingency | 10.00% | \$ 38,123 | 13.62 |
| TOTAL CONTRACT | | \$ 447,497 | 159.82 |

| | | | |
|---|----------|----------|--|
| ALTERNATES/Clarifications | | | |
| Changes made in Bullet#1 are included | | | |
| CPT-1 where CPT-2 is called out | ADD | \$ 6,713 | |
| FLS Troffers | ADD | \$ 6,200 | |
| Relocate existing reception furniture to board room is included | | | |
| Casework included: All Solid Surface, 122 Reception (east wall), and 130 Corridor (print Station) | | | |
| Make reception work surfaces and the cabinets in those spaces architectural wood work solutions | ADD | \$ 9,500 | |
| Glazing Film Allowance | Included | \$ 1,000 | |
| Exclusions | | | |
| Relocation of security button & all IT Finishes | | | |
| Furniture | | | |
| Window Blinds | | | |

DIVISION BREAKDOWN

| DIVISION | DESCRIPTION | TOTAL | \$ COST/SF |
|-------------------------------------|---|-----------------|----------------|
| 00 Pre-Construction Services | | | |
| | In-House Design | \$0 | \$0.00 |
| | Consultants | \$0 | \$0.00 |
| | Estimating, Scheduling & Procurement | \$0 | \$0.00 |
| | Misc. Support | \$0 | \$0.00 |
| | Pre-Construction Services Subtotal | \$0 | \$0.00 |
| 01 General Requirements | | | |
| | Project Supervision | \$21,600 | \$7.71 |
| | Project Management | \$6,480 | \$2.31 |
| | Travel | \$0 | \$0.00 |
| | Testing | \$0 | \$0.00 |
| | Temporary Electric | \$0 | \$0.00 |
| | Temporary Heat | \$0 | \$0.00 |
| | Project Technology | \$0 | \$0.00 |
| | Temporary Water | \$0 | \$0.00 |
| | Field Office | \$0 | \$0.00 |
| | Temporary Toilets | \$750 | \$0.27 |
| | Safety Compliance & Signage | \$3,500 | \$1.25 |
| | Temporary Roads / Snow Removal | \$0 | \$0.00 |
| | Temporary Fencing | \$0 | \$0.00 |
| | Temporary Enclosures | \$3,500 | \$1.25 |
| | Weather & Moisture Protection | \$0 | \$0.00 |
| | General Liability Insurance | \$0 | \$0.00 |
| | Layout | \$0 | \$0.00 |
| | Clean up | \$1,950 | \$0.70 |
| | Dumpsters & Recycling | \$2,400 | \$0.86 |
| | Miscellaneous Support | \$0 | \$0.00 |
| | Permits | \$2,400 | \$0.86 |
| | General Requirements Subtotal | \$42,580 | \$15.21 |
| 02 Site Demolition | | | |
| | Site Demolition | \$0 | \$0.00 |
| | Dewatering / Water Remediation | \$0 | \$0.00 |
| | Site Demolition Subtotal | \$0 | \$0.00 |
| 03 Concrete | | | |
| | Foundations | \$0 | \$0.00 |
| | Interior Flatwork | \$0 | \$0.00 |
| | Exterior Concrete | \$0 | \$0.00 |
| | Concrete Floor Polishing | \$0 | \$0.00 |
| | Precast | \$0 | \$0.00 |
| | Concrete Subtotal | \$0 | \$0.00 |
| 04 Masonry | | | |
| | Masonry | \$32,525 | \$11.62 |
| | Masonry Subtotal | \$32,525 | \$11.62 |

| 05 Metals | | | |
|--|--|----------------|---------------|
| Structural Steel / Joist & Deck | | \$0 | \$0.00 |
| Metal Fabrications / Miscellaneous Steel | | \$1,455 | \$0.52 |
| Metals Subtotal | | \$1,455 | \$0.52 |

| 06 Wood & Plastics | | | |
|---|--|-----------------|----------------|
| Selective Demolition | | \$6,000 | \$2.14 |
| Rough Carpentry | | \$5,936 | \$2.12 |
| Finish Carpentry / Architectural Woodwork | | \$20,111 | \$7.18 |
| Wood & Plastics Subtotal | | \$32,047 | \$11.45 |

| 07 Thermal & Moisture | | | |
|--|--|----------------|---------------|
| Damproofing / Waterproofing | | \$0 | \$0.00 |
| Building Insulation | | \$0 | \$0.00 |
| Metal/Composite Panels | | \$0 | \$0.00 |
| Siding / Soffit / Fascia / EIFS | | \$0 | \$0.00 |
| Roofing | | \$2,500 | \$0.89 |
| Roof Specialties | | \$0 | \$0.00 |
| Caulking / Sealants / Fireproofing | | \$1,725 | \$0.62 |
| Thermal & Moisture Subtotal | | \$4,225 | \$1.51 |

| 08 Doors & Windows | | | |
|--|--|-----------------|----------------|
| Hollow Metal / Wood Doors /Door Hardware | | \$14,782 | \$5.28 |
| Overhead Doors & Operators | | \$0 | \$0.00 |
| Bullet Resistant Windows Systems | | \$40,140 | \$14.34 |
| Doors & Windows Subtotal | | \$54,922 | \$19.62 |

| 09 Finishes | | | |
|---|--|-----------------|----------------|
| Mtl Stud Framing / Drywall / ACT / Insulation | | \$49,225 | \$17.58 |
| Flooring / Hard Tile | | \$36,760 | \$13.13 |
| Painting / Wall Coverings | | \$8,975 | \$3.21 |
| Finishes Subtotal | | \$94,960 | \$33.91 |

| 10 Specialties | | | |
|---------------------------------|--|------------|---------------|
| Visual Display Boards | | \$0 | \$0.00 |
| Interior / Exterior Signage | | \$0 | \$0.00 |
| Toilet Partitions / Accessories | | \$0 | \$0.00 |
| Folding Partitions | | \$0 | \$0.00 |
| Fire Extinguishers | | \$0 | \$0.00 |
| Knox Box | | \$0 | \$0.00 |
| Lockers | | \$0 | \$0.00 |
| Miscellaneous Specialties | | \$0 | \$0.00 |
| Specialties Subtotal | | \$0 | \$0.00 |

| 11 Equipment | | | |
|---|--|------------|---------------|
| Dock Leveler / Restraints | | \$0 | \$0.00 |
| Food Service Equipment | | \$0 | \$0.00 |
| Audio/Visual Equipment | | \$0 | \$0.00 |
| Laboratory Equipment | | \$0 | \$0.00 |
| Theatre/Stage Equipment | | \$0 | \$0.00 |
| Athletic / Recreational / Gymnasium Equipment | | \$0 | \$0.00 |
| Ecclesiastical Equipment | | \$0 | \$0.00 |
| Equipment Subtotal | | \$0 | \$0.00 |

12 Furnishings

| | | | |
|---------------------------------------|--|------------|---------------|
| Window Treatments | | \$0 | \$0.00 |
| Floor Mats | | \$0 | \$0.00 |
| Audience / Stadium / Bleacher Seating | | \$0 | \$0.00 |
| Furnishings Subtotal | | \$0 | \$0.00 |

13 Special Construction

| | | | |
|--------------------------------------|--|------------|---------------|
| Pre-Engineered Building & Erection | | \$0 | \$0.00 |
| Special Construction Subtotal | | \$0 | \$0.00 |

14 Conveying Systems

| | | | |
|-----------------------------------|--|------------|---------------|
| Elevators | | \$0 | \$0.00 |
| Conveying Systems Subtotal | | \$0 | \$0.00 |

21 Fire Suppression

| | | | |
|----------------------------------|--|------------|---------------|
| Fire Suppression | | \$0 | \$0.00 |
| Fire Suppression Subtotal | | \$0 | \$0.00 |

22 Plumbing

| | | | |
|--------------------------|--|------------|---------------|
| Plumbing | | \$0 | \$0.00 |
| Plumbing Subtotal | | \$0 | \$0.00 |

23 Heating/Ventilation/AC

| | | | |
|----------------------|--|-----------------|----------------|
| HVAC | | \$38,111 | \$13.61 |
| HVAC Subtotal | | \$38,111 | \$13.61 |

26 Electrical

| | | | |
|----------------------------|--|-----------------|----------------|
| Electrical System | | \$56,650 | \$20.23 |
| Electrical Subtotal | | \$56,650 | \$20.23 |

27 Communications

| | | | |
|--------------------------------|--|------------|---------------|
| Communications / Sound / Video | | \$0 | \$0.00 |
| Communications Subtotal | | \$0 | \$0.00 |

28 Electronic Safety & Security

| | | | |
|--|--|----------------|---------------|
| Security / Alarm Systems | | \$5,600 | \$2.00 |
| Electronic Safety & Security Subtotal | | \$5,600 | \$2.00 |

31 Earthwork

| | | | |
|---------------------------|--|------------|---------------|
| Earthwork | | \$0 | \$0.00 |
| Earthwork Subtotal | | \$0 | \$0.00 |

32 Exterior Improvements

| | | | |
|---------------------------------------|--|------------|---------------|
| Asphalt | | \$0 | \$0.00 |
| Fencing and Gates | | \$0 | \$0.00 |
| Site Furnishings | | \$0 | \$0.00 |
| Irrigation | | \$0 | \$0.00 |
| Landscaping | | \$0 | \$0.00 |
| Exterior Improvements Subtotal | | \$0 | \$0.00 |

| 33 Utilities | | | |
|---------------------|---------------------------|------------|---------------|
| | Utilities | \$0 | \$0.00 |
| | Utilities Subtotal | \$0 | \$0.00 |

| 31 Material Processing & Handling | | | |
|--|--|------------|---------------|
| | Overhead Crane | \$0 | \$0.00 |
| | Material Processing & Handling Subtotal | \$0 | \$0.00 |

| 38 Electrical Power & Generation | | | |
|---|---|------------|---------------|
| | Solar & Wind Equipment | \$0 | \$0.00 |
| | Electrical Power & Generation Subtotal | \$0 | \$0.00 |