



## **AGENDA**

### **REGULAR MEETING**

April 13, 2021

7:00 P.M. BPU Board Room

45 Monroe St. Hillsdale, MI

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA WITH ANY ADDITIONS**
- III. PUBLIC COMMENTS ON AGENDA ITEMS**-Public comment shall be limited to no more than five minutes. Please state your name for the record.
- IV. PREVIOUS BOARD MINUTES**
  - A. Regular Meeting of March 9, 2021
  - B. Electric Committee Meeting of March 31, 2021
- V. REVIEW OF UTILITY BILLS/FINANCIALS:**
  - A. March 2021 bills in the amount of \$584,919.27
  - B. MSCPA bill for February 2021 in the amount of \$744,946.84
  - C. February Finance Report
- VI. DIRECTOR'S REPORT**
- VII. ACTION ITEMS**
  - A. Industrial Substation Prefabricated Building with 15KV Switchgear and Voltage Regulators Bid
  - B. Vegetation Management Services Contract
  - C. Elm/Arbor Court Water and Sewer Main Replacement
  - D. BPU Board Seat Recommendation
  - E. Drinking Water Asset Management (DWAM) Grant Acceptance
- VIII. DEPARTMENT AND PROJECT REPORTS**
  - A. Water & Wastewater
  - B. Electric Utility
  - C. Safety
- IX. MISCELLANEOUS**
  - A. MSCPA General Information
  - B. MSCPA Minutes
    1. March 4, 2021
  - C. City Council Minutes
    1. March 1, 2021
    2. March 15, 2021
  - D. Community Action Agency Report for February
- X. OPPORTUNITY FOR GENERAL PUBLIC TO ADDRESS THE BOARD**
- XI. BOARD MEMBER ROUNDTABLE**

## **XII. ADJOURNMENT**

Hillsdale Board of Public Utilities  
Regular Meeting

March 9, 2021

The regular Hillsdale Board of Public Utilities meeting was called to order at the BPU Offices, 45 Monroe Street, Hillsdale, Michigan at 7:00 p.m. by Mr. Bob Batt, President of the Board.

Board Members Present:                    Mr. Bob Batt – President  
   Ms. Lois Howard – Hillsdale County, Fayette Township  
   Mr. Pete Becker  
   Mr. Chris Sumnar, Vice President

Board Members Absent:                    Mr. Eric Hoffman

Others present: Chris McArthur, BPU Director; Bill Briggs, Water Distribution Superintendent/WWTP Supervisor; Joe Mangan, Finance Director; Bonnie Tew, Finance Director; David Mackie, City Manager; Kelley Newell, Secretary to the Board.

**APPROVAL OF AGENDA WITH ANY ADDITIONS**

Mr. Sumnar, supported by Mr. Becker approved the Agenda. Motion carried unanimously by roll call vote.

**PREVIOUS BOARD MINUTES**

Mr. Becker, supported by Mr. Sumnar, moved to approve the February 9, 2021, 2021 minutes as presented. Motion carried unanimously by roll call vote.

Mr. Sumnar, supported by Mr. Becker, moved to approve the February 25, 2021 minutes for the Budget Meeting as presented. Motion carried unanimously by roll call vote.

**BILLS PAYABLE**

Ms. Howard, supported by Mr. Sumnar, moved to approve the February 2021 bills in the amount of \$127,554.80. Motion carried unanimously by roll call vote.

**MSCPA BILL**

Mr. Sumnar, supported by Mr. Becker, moved to approve the January 2021 MSCPA bill in the amount of \$700,405.38. Motion carried unanimously by roll call vote.

**JANUARY 2021 FINANCIAL STATEMENTS**

Mr. Sumnar, supported by Mr. Becker, moved to approve the January 2021 Financial Report. Motion carried unanimously by roll call vote.

## **DIRECTOR'S REPORT**

### **Michigan South Central Power Update**

#### **AFEC:**

AFEC performance during the month of January 2021 exceeded original budget projections. January 2021 capacity factor was 73.8% and utilization factor was 87.5%.

#### **Hydroelectric:**

Hydro generation combined electric production for January 2021 was above projections for the month. Except for Willow Island, production at all other facilities exceeded monthly projections due to favorable river conditions.

#### **Coldwater Peaking Project:**

MPPA elected to drop out of the MISO queue and withdraw their ~50 MW participation in the project. MSCPA remains active in the MISO queue with a slight capacity reduction to 49.5 MW. AMP participated in a MISO hosted kick-off meeting for the DPP 2019 Cycle 2 study process held February 16, 2021. An update will be provided during the March 4, 2021 MSCPA Board meeting.

### **Voltage Upgrade**

Attached is a rejection letter for the construction portion of the Industrial Substation. We only received one bid for the construction which did not include all of the requirements. Staff has decided to rebid in the future as there is a long lead time on the equipment.

The equipment bid for this project came in favorable for this project. Staff and the engineers are evaluating the bids and plan to have a recommendation at the April board meeting.

### **PubWorks Work Order Software Install**

Software implementation is ongoing.

### **Invoice Cloud Online Payment**

Up and running, staff is working out some issues with the system.

### **Electric Storage Building Update**

Bids were opened on February 24, for the construction of a budgeted Electric Storage Building out at the power plant. This building would house equipment that otherwise would set outside in the elements. The amount budgeted was \$110,000, three bids were received with the low bid being \$187,023. With cost being increased staff decided to hold off on the project and rebid in a future budget.

### **Grant Update**

**Michigan Department of Agriculture Rural Development Grant Application**

A grant was applied for thru the state for the Arbor & Elm Court projects. These projects are going out to bid in the near future and are budgeted for completion for this fiscal year. We requested \$100,000 for a \$210,000 project. This project entails replacing water, sewer, and road reconstruction. We did not receive this grant.

**Drinking Water Asset Management Grant**

In December 2020 the city submitted a grant application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for funds through their newly implemented Drinking Water Asset Management (DWAM) Grant Program. These grant funds are intended for use by water providers for development of Asset Management Plans and/or System Material Inventories similar to what we have been doing with our current potholing program. Our grant submittal request was for \$670,000, no local match is required, to complete the remaining services in the city. The State is intended to make determinations on the first quarter grant submittals no later than March 15, 2021. Nothing has been determined on this grant at this point.

**Out to Bid**

The Arbor and Elm Court projects are out to bid with the bids due back before the April meeting. Staff plans to have a recommendation at the April meeting for these projects.

**Industrial Water Tower Project**

The notice of award has been signed by all parties. This project is slated to start in April.

**ACTION ITEMS**

**Approval of Fiscal Year 2022 Budget**

The annual FYE 2022 budget is finalized and before you for approval. Upon approval, the final budget will be included with the final budgets for the city and submitted for approval from the City Council.

**Recommendation:** Staff recommends approving the FYE 2022 Budget for City Council consideration.

Mr. Sumnar, supported by Mr. Becker moved to approve the FYE 2022 Budget for City Council consideration. Motion carried unanimously by roll call vote.

**AMP AFEC Participate Tax Certificate**

In connection with a planned gas prepay transaction, AMP needs a completed AFEC Participate Tax Certificate. This certificate is like the others that we have signed in the past stating that we are tax exempt.

**Recommendation:** Staff recommends authorizing the Director to sign the AMP AFEC Participate Tax Certificate.

Mr. Sumnar, supported by Ms. Howard moved to approve authorizing the Director to sign the AMP AFEC Participate Tax Certificate. Motion carried unanimously by roll call vote.

### **Substation Spraying Service Agreement**

Once a year the BPU contracts to have the substations sprayed for vegetation control. The attached agreement is for vegetation control for 8 substations for the annual cost of \$2,100. The agreement also proposes a 3 year agreement with a price increase limitation of not more than 1.5%.

**Recommendation:** Staff recommends accepting the 3 year vegetation control agreement with Right Way Control Services in the amount of \$2,100 per season with the price increase limitation of 1.5% per year.

Mr. Becker, supported by Mr. Sumnar moved to approve accepting the 3 year vegetation control agreement with Right Way Control Services in the amount of \$2,100 per season with the price increase limitation of 1.5% per year. Motion carried unanimously by roll call vote.

### **Mutual Aid Renewal**

Attached is the annual renewal for Mutual Aid for Consumers Energy, DTE, UPPCO. It does not change anything related to the original agreement signed last year except extend the agreement through the end of this year and then continues the agreement on a month-to-month basis, until a member to the agreement decides to withdraw. So far, these seem to be working well.

**Recommendation:** Staff recommends renewing the Mutual Aid Agreement.

Mr. Sumnar, supported by Mr. Becker approved renewing the Mutual Aid Agreement. Motion carried unanimously by roll call vote.

## **DEPARTMENT PROJECT PROGRESS REPORTS**

Superintendent Bill Briggs, reported on the Water Distribution/Wastewater Collections/WWTP. There was a main break on Morry Street. Crews turned water off for a customer with broken water lines, possible backup on the customer.

Director Chris McArthur reported on work the electric crews have been working on. Crews are all back at the Monroe Street office. The underground projects are still ongoing. Voltage upgrade work has started back up again on the south side of town. Crews changed oil and did light maintenance to most of the equipment used for installing underground.

Director McArthur presented the Power Plant monthly report. Ran engine 6 for a week straight with no issues. Repaired wrinkle belly gaskets on engine #5 in doors number L1, R5 and R9. Along with several water inlet gaskets. Drained all engine oil from #5 and replaced lube oil filters and fuel filters. Continued with wreck out of unneeded pipes and old electric motors from the basement of the power plant.

**BOARD MEMBER ROUNDTABLE**

Mr. Sumnar, Mr. Batt and Mr. Becker all thanked Bonnie for her service.

**PUBLIC COMMENT**

Bonnie Tew spoke of retiring after 29 years with the City. Her last day will be March 26, 2021.

**AJOURNMENT**

Mr. Becker, supported by Mr. Sumnar moved to adjourn the meeting.

The meeting adjourned at 8:16 p.m.

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Kelley Newell – Secretary to the Board

Hillsdale Board of Public Utilities

Electric Committee Meeting

March 31, 2021

The Hillsdale Board of Public Utilities Electric Committee meeting was call to order at the BPU Offices, 45 Monroe Street, Hillsdale, Michigan at 7:05 p.m. by Bob Batt, Electric Committee Chair.

Committee Members Present:           Mr. Bob Batt  
  Mr. Pete Becker

Committee Members Absent:           None

Others Present: Chris McArthur, BPU Director, Chad Culbert Electrical Distribution Foreman.

**Project Update**

**Industrial Substation Upgrade Equipment Bid:**

Discussion was had in regards to the bids that were received for the Industrial Substation Equipment Bid. Staff discussed the recommendation from SSOE, the engineering firm hired to perform the engineering services for the project.

A recommendation was made from the Electric Committee to recommend to the BPU Board to accept the Power Line Equipment bid.

Meeting Adjourned at 8:23pm

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Chris McArthur-Director



| INVOICE NUMBER                              | DESCRIPTION  | AMOUNT   |
|---|--|----------|
| VENDOR NAME: ACD                            |  |          |
| 11058-114                                   | CHARGES FOR MARCH 2021                                   | 93.30    |
| 11060-114                                   | CHARGES FOR MARCH 2021                                   | 93.30    |
| 11061-114                                   | CHARGES FOR MARCH 2021 - POWER PLANT                     | 138.95   |
| 42187-156                                   | BUSINESS POTS DIGITAL LINE                               | 245.26   |
| 44244-114                                   | CHARGES FOR MARCH 2021                                   | 184.60   |
| TOTAL VENDOR ACD                            |  | 755.41   |
| VENDOR NAME: ADT SECURITY SERVICES          |  |          |
| 480522404012021                             | SECURITY   | 167.43   |
| TOTAL VENDOR ADT SECURITY SERVICES          |  | 167.43   |
| VENDOR NAME: ALLIED 100                     |  |          |
| 1862832                                     | SMALL AED  | 4,755.00 |
| TOTAL VENDOR ALLIED 100                     |  | 4,755.00 |
| VENDOR NAME: ALTEC NUECO                    |  |          |
| 50713385                                    | PM, DIELECTRIC TEST                                      | 986.21   |
| 50713377                                    | PM INSPECTION  | 986.21   |
| TOTAL VENDOR ALTEC NUECO                    |  | 1,972.42 |
| VENDOR NAME: AMAZON CAPITAL SERVICES, INC   |  |          |
| 1TKG-MHJR-JWWX                              | ELECTRIC HEATERS, OFFICE SUPPLIES, OIL MATS, VACUUM PUMP | 1,390.39 |
| 1KLQ-TQKX-CVFG                              | MASKS/PROJECTOR SCREEN                                   | 225.35   |
| 1NAD-X1K9-KHVN                              | CARBURATOR KIT FOR SNOW BLOWER                           | 24.87    |
| 17GK-PLR6-14TD                              | PRINTER/SCANNER  | 299.98   |
| TOTAL VENDOR AMAZON CAPITAL SERVICES, INC   |  | 1,940.59 |
| VENDOR NAME: AMERICAN COPPER AND BRASS, LLC |  |          |
| 21INV010221                                 | FLEXIBLE COUPLING  | 34.52    |
| 21INV011096                                 | PLASTIC DUPLEX PLATE/SCREWDRIVERS                        | 27.08    |
| 21INV010898                                 | MISC SUPPLIES  | 256.78   |
| 21INV010456                                 | PVC COUPLING/ELBOW                                       | 4.76     |
| 21INV012652                                 | SUB SUMP PUMP  | 214.75   |
| 21INV006808                                 | METAL HALIDE MEDIUM - 70W                                | 35.80    |
| 21INV008487                                 | MILWAUKEE BAND SAW BLADE                                 | 10.52    |
| 21INV009679                                 | CLASS RK5 600V TIME                                      | 41.89    |
| 21INV009680                                 | GLASS 32V TIME DELAY                                     | 5.89     |
| 21INV012879                                 | 2 PVC COUPLING   | 10.33    |
| TOTAL VENDOR AMERICAN COPPER AND BRASS, LLC |  | 642.32   |
| VENDOR NAME: ARROW SWIFT PRINTING           |  |          |
| 154339                                      | #10 WINDOW ENVELOPES                                     | 448.00   |
| 00033                                       | COPY PAPER   | 188.00   |
| TOTAL VENDOR ARROW SWIFT PRINTING           |  | 636.00   |
| VENDOR NAME: BLUE CROSS & BLUE SHIELD OF MI |  |          |
| 1619228                                     | DENTAL & VISION INSURANCE GROUP 00700345                 | 933.16   |
| 161928                                      | DENTAL & VISION INSURANCE GROUP 00700345                 | 809.61   |
| TOTAL VENDOR BLUE CROSS & BLUE SHIELD OF MI |  | 1,742.77 |
| VENDOR NAME: BRANDON JOHNS                  |  |          |
| 204998                                      | BOIOT ALLOWANCE PER CONTRACT                             | 216.24   |
| 112-4762406-398901                          | BALANCE OF BOOT ALLOWANCE                                | 83.76    |
| TOTAL VENDOR BRANDON JOHNS                  |  | 300.00   |
| VENDOR NAME: BSB COMMUNICATIONS INC         |  |          |
| 15738-BPU                                   | ETHERFAX MONTHLY CHARGES                                 | 56.00    |
| TOTAL VENDOR BSB COMMUNICATIONS INC         |  | 56.00    |
| VENDOR NAME: BUSINESS CARD                  |  |          |
| 03/16/21                                    | CREDIT CARD  | 2,599.60 |
| TOTAL VENDOR BUSINESS CARD                  |  | 2,599.60 |
| VENDOR NAME: CDW-G COMPUTER CENTERS         |  |          |
| 9010061                                     | KOFAX POWER PDF  | 2,118.30 |

| INVOICE NUMBER                                  | DESCRIPTION                                     | AMOUNT   |
|---|---|----------|
| VENDOR NAME: CDW-G COMPUTER CENTERS             |   |          |
|   | TOTAL VENDOR CDW-G COMPUTER CENTERS             | 2,118.30 |
| VENDOR NAME: CEM SUPPLY, INC                    |   |          |
| 150159/1  | MOTOR FOR CLARIFIER DRIVE                       | 1,051.03 |
| 150414/1  | MISC SUPPLIES                                   | 136.60   |
| 054537  | 1/4X36 RED RUBBER - 20F-180F                    | 53.37    |
|   | TOTAL VENDOR CEM SUPPLY, INC                    | 1,241.00 |
| VENDOR NAME: CHESTNEY PUBLISHING                |   |          |
| 10822   | MAY/JUNE 2021 SPONSOR                           | 50.00    |
| 10702   | MAR/APR SIMPLY HERS AD                          | 550.00   |
|   | TOTAL VENDOR CHESTNEY PUBLISHING                | 600.00   |
| VENDOR NAME: CINTAS FIRST AIDE                  |   |          |
| 5054505835                                      | SUPPLIES  | 177.46   |
|   | TOTAL VENDOR CINTAS FIRST AIDE                  | 177.46   |
| VENDOR NAME: CRAIG WICKHAM                      |   |          |
| 7835971   | LICENSE EXAM FEE                                | 70.00    |
|   | TOTAL VENDOR CRAIG WICKHAM                      | 70.00    |
| VENDOR NAME: CURRENT OFFICE SOLUTIONS           |   |          |
| 328523  | LEASE/COPIES                                    | 678.26   |
| 327979  | COPY MACHINE REPAIRS                            | 329.00   |
|   | TOTAL VENDOR CURRENT OFFICE SOLUTIONS           | 1,007.26 |
| VENDOR NAME: DELAWARE SYSTEMS                   |   |          |
| 10439   | UB BILLING SERVICES                             | 3,634.25 |
|   | TOTAL VENDOR DELAWARE SYSTEMS                   | 3,634.25 |
| VENDOR NAME: DOMESTIC HARMONY                   |   |          |
| 3/15/21   | DUCK DERBY                                      | 150.00   |
|   | TOTAL VENDOR DOMESTIC HARMONY                   | 150.00   |
| VENDOR NAME: DP EQUIPMENT CO                    |   |          |
| 093553  | 580 CASE REPAIR                                 | 1,338.94 |
|   | TOTAL VENDOR DP EQUIPMENT CO                    | 1,338.94 |
| VENDOR NAME: DUSTIN WHEELER                     |   |          |
| 026530  | AFLAC REFUND                                    | 14.28    |
|   | TOTAL VENDOR DUSTIN WHEELER                     | 14.28    |
| VENDOR NAME: EAST 2 WEST ENTERPRISES, INC       |   |          |
| 9165  | CLEANING FOR JANUARY                            | 140.00   |
|   | TOTAL VENDOR EAST 2 WEST ENTERPRISES, INC       | 140.00   |
| VENDOR NAME: ENVIRONMENTAL MANAGEMENT & DEVELOP |   |          |
| 19823   | CARUS 8700 - 621 #PER55 GAL DRUM                | 4,197.60 |
|   | TOTAL VENDOR ENVIRONMENTAL MANAGEMENT & DEVELOP | 4,197.60 |
| VENDOR NAME: FAMILY FARM & HOME                 |   |          |
| 810/54  | 2 CYCLE OIL                                     | 11.94    |
| 000813/W  | PERC MAS BIT/PB BLASTER                         | 37.98    |
| 802/54  | GENERATOR BLOCK HEATER                          | 114.31   |
| 825/54  | CLEANING WIPES/MOTOR OIL/OIL FILTER             | 22.96    |
| 824/54  | NUTS/BOLTS/WASHERS                              | 1.33     |
| 817/54  | MASONRY DRILL                                   | 19.27    |
| 818/54  | FUEL PUMP/TRANSFER TANK                         | 659.98   |
| 820/54  | BULLDOG JACK                                    | 64.99    |
| 822/54  | CONCRETE  | 9.95     |
| 823/54  | BELT TIRE REPAIR KIT                            | 5.99     |
|   | TOTAL VENDOR FAMILY FARM & HOME                 | 948.70   |
| VENDOR NAME: FASTENAL                           |   |          |
| MIJON81468                                      | SD SCREW  | 38.28    |
|   | TOTAL VENDOR FASTENAL                           | 38.28    |

| INVOICE NUMBER                                   | DESCRIPTION                               | AMOUNT   |
|--|---|----------|
| VENDOR NAME: GELZER & SON INC                    |   |          |
| C407897  | GUARD SCREWS                              | 14.76    |
| B40254   | ADAPTERS                                  | 2.58     |
| C408071  | MISC                                      | 42.15    |
| C409352  | BRASS BUSHING/ADAPTER                     | 13.78    |
| B42035   | SPRAY PAINT                               | 86.94    |
| C409424  | SAWZALL BLADE                             | 14.49    |
| B40762   | ADA CLOSER                                | 215.52   |
| B41713   | VALVE/ELBOW/COUPLING                      | 83.32    |
| B42407   | INSULATED ALLIGATOR CLIP                  | 2.63     |
| B42028   | RAKE                                      | 58.96    |
| C409813  | NYL BRAID ROPE                            | 16.99    |
| B43267   | 1.5V WA BATTERY                           | 7.98     |
| C411294  | ALLIGATOR CLIP                            | 2.29     |
| B42596   | METAL SHELVING                            | 79.99    |
| C411992  | WINDOW GLAZING/CLAMP/METAL CUT WHEEL      | 29.24    |
| TOTAL VENDOR GELZER & SON INC                    |   | 671.62   |
| VENDOR NAME: GFG INSTRUMENTATION                 |   |          |
| 300293   | CALIBRATION AND REPAIR OF AIR MONITOR     | 493.41   |
| TOTAL VENDOR GFG INSTRUMENTATION                 |   | 493.41   |
| VENDOR NAME: GRAINGER INDUSTRIAL SUPPLY          |   |          |
| 9818665938                                       | 10" EXPANSION JOINT                       | 520.69   |
| TOTAL VENDOR GRAINGER INDUSTRIAL SUPPLY          |   | 520.69   |
| VENDOR NAME: HAVILAND PRODUCTS COMPANY           |   |          |
| 388598   | ACID, HYDROFLUOSILICIC                    | 1,671.00 |
| 389018   | CONTAINER RETURN                          | (245.00) |
| TOTAL VENDOR HAVILAND PRODUCTS COMPANY           |   | 1,426.00 |
| VENDOR NAME: HEFFERNAN SOFT WATER SERVICE        |   |          |
| 835  | WATER DELIVERY SERVICE                    | (55.00)  |
| 827  | WATER DELIVERY SERVICE                    | 33.00    |
| TOTAL VENDOR HEFFERNAN SOFT WATER SERVICE        |   | (22.00)  |
| VENDOR NAME: HERITAGE CRYSTAL CLEAN, LLC         |   |          |
| 16681307   | MISC ABSORBENT PRODUCTS                   | 232.00   |
| 16700898   | TRIP FEE FOR USED OIL SERVICE             | 75.00    |
| 16669805   | MISC ABSORBENT PRODUCTS                   | 116.00   |
| TOTAL VENDOR HERITAGE CRYSTAL CLEAN, LLC         |   | 423.00   |
| VENDOR NAME: HOWARD T MORIARTY COMPANY INC       |   |          |
| 19017  | METER OUT TRAFFIC CONE                    | 747.50   |
| TOTAL VENDOR HOWARD T MORIARTY COMPANY INC       |   | 747.50   |
| VENDOR NAME: HOWELL'S MECHANICAL SERVICE         |   |          |
| 20/4187  | SERVICE CALL ON FURNACE AT WATER PLANT    | 644.88   |
| TOTAL VENDOR HOWELL'S MECHANICAL SERVICE         |   | 644.88   |
| VENDOR NAME: HYDROCORP                           |   |          |
| 0061276-IN                                       | CROSS CONNECTION CONTROL PROGRAM SERVICES | 1,333.00 |
| TOTAL VENDOR HYDROCORP                           |   | 1,333.00 |
| VENDOR NAME: IDEXX LABORATORIES                  |   |          |
| 3080783221                                       | CAMMA IRRAD COLBERT                       | 1,112.92 |
| TOTAL VENDOR IDEXX LABORATORIES                  |   | 1,112.92 |
| VENDOR NAME: JOHNSON CONTROLS SECURITY SOLUTIONS |   |          |
| 35473717   | ANNUAL SERVICE CHARGE                     | 3,822.00 |
| TOTAL VENDOR JOHNSON CONTROLS SECURITY SOLUTIONS |   | 3,822.00 |
| VENDOR NAME: JONESVILLE HEALTH CARE PLLC         |   |          |
| 030821   | DOT PHYSICAL                              | 100.00   |
| TOTAL VENDOR JONESVILLE HEALTH CARE PLLC         |   | 100.00   |
| VENDOR NAME: KENDALL ELECTRIC                    |   |          |

| INVOICE NUMBER                         | DESCRIPTION   | AMOUNT   |
|--|---|----------|
| VENDOR NAME: KENDALL ELECTRIC          |   |          |
| S110120326.001                         | LED LIGHTS  | 481.65   |
| TOTAL VENDOR KENDALL ELECTRIC          |   | 481.65   |
| VENDOR NAME: KERR PUMP AND SUPPLY, INC |   |          |
| INV206118                              | WATER CHECK VALVE                                   | 1,251.64 |
| TOTAL VENDOR KERR PUMP AND SUPPLY, INC |   | 1,251.64 |
| VENDOR NAME: KSS ENTERPRISES           |   |          |
| 1284330                                | SUPPLIES - POWER PLANT                              | 146.38   |
| TOTAL VENDOR KSS ENTERPRISES           |   | 146.38   |
| VENDOR NAME: LAFORCE INC               |   |          |
| 1155922                                | BEST 1C7L2-626 MARK: E2                             | 436.58   |
| TOTAL VENDOR LAFORCE INC               |   | 436.58   |
| VENDOR NAME: LOU'S GLOVES, INC         |   |          |
| 40045                                  | GLOVES??  | 478.00   |
| TOTAL VENDOR LOU'S GLOVES, INC         |   | 478.00   |
| VENDOR NAME: LOVINGER & THOMPSON, PC   |   |          |
| 02262021                               | LEGAL FEES  | 75.00    |
| TOTAL VENDOR LOVINGER & THOMPSON, PC   |   | 75.00    |
| VENDOR NAME: MAIL MANAGEMENT, INC      |   |          |
| 2395                                   | MAINTENANCE TO LETTER OPENER                        | 437.25   |
| TOTAL VENDOR MAIL MANAGEMENT, INC      |   | 437.25   |
| VENDOR NAME: MARKET HOUSE              |   |          |
| 121362                                 | CERTIFIED MAIL                                      | 16.01    |
| 120889                                 | SUPPLIES  | 55.67    |
| TOTAL VENDOR MARKET HOUSE              |   | 71.68    |
| VENDOR NAME: MCKIBBIN MEDIA GROUP      |   |          |
| 03/31/2021                             | SPORTS TEAM ADV                                     | 630.00   |
| TOTAL VENDOR MCKIBBIN MEDIA GROUP      |   | 630.00   |
| VENDOR NAME: MERIT LABORATORIES        |   |          |
| 22328                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22413                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22441                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22249                                  | BOB EVANS SAMPLES                                   | 168.25   |
| 21422                                  | SAMPLES   | 404.00   |
| 21316                                  | SAMPLES   | 286.50   |
| 21472                                  | SAMPLES   | 286.50   |
| 21423                                  | SAMPLES   | 286.50   |
| 21541                                  | SAMPLES   | 168.25   |
| 21522                                  | SAMPLES   | 168.25   |
| 21351                                  | SAMPLES   | 168.25   |
| 21645                                  | SAMPLES   | 286.50   |
| 21901                                  | SAMPLES   | 210.00   |
| 21809                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22003                                  | BOB EVANS SAMPLES                                   | 168.25   |
| 21909                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22110                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22208                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 22026                                  | BOB EVANS SAMPLES                                   | 286.50   |
| 21663                                  | SAMPLES   | 286.50   |
| 21732                                  | SAMPLES - BOB EVANS                                 | 286.50   |
| TOTAL VENDOR MERIT LABORATORIES        |   | 5,466.25 |
| VENDOR NAME: MERLE BOES, INC.          |   |          |
| 1875669                                | ENGINE LUBE OIL                                     | 2,796.20 |
| TOTAL VENDOR MERLE BOES, INC.          |   | 2,796.20 |
| VENDOR NAME: MICH GAS UTILITIES        |   |          |
| 6000048706                             | NATURAL GAS UTILITY 401 HILLSDALE                   | 487.06   |
| 0504756735-01                          | 0504558065-00001 WATER PLANT<br>NATURAL GAS UTILITY | 300.78   |

| INVOICE NUMBER                                   | DESCRIPTION                       | AMOUNT    |
|--|-----------------------------------|-----------|
| VENDOR NAME: MICH GAS UTILITIES                  |                                   |           |
| 0505161747-01                                    | NATURAL GAS UTILITY               | 3,347.87  |
| 050490402-01                                     | NATURAL GAS UTILITY               | 1,408.90  |
| 0503214966-01                                    | NATURAL GAS UTILITY               | 861.15    |
| 0504504154-003                                   | NATURAL GAS UTILITY               | 4,149.37  |
| TOTAL VENDOR MICH GAS UTILITIES                  |                                   | 10,555.13 |
| VENDOR NAME: MICHIGAN PIPE & VALVE               |                                   |           |
| J025713  | WATEROUS PACER REPAIR KIT         | 340.20    |
| J025947  | 6 LUG GLD/BOLT/GASKET PACK/WRENCH | 370.90    |
| TOTAL VENDOR MICHIGAN PIPE & VALVE               |                                   | 711.10    |
| VENDOR NAME: MICHIGAN WATER ENVIRONMENT ASSOC    |                                   |           |
| E28193   | 2021 SPRING OPERATOR TRAINING     | 140.00    |
| 19157  | MEMBERSHIP DUES                   | 77.00     |
| E28226   | MWEA/WEF MEMBER                   | 175.00    |
| E28241   | MWEA/WEF CONFERENCE               | 175.00    |
| TOTAL VENDOR MICHIGAN WATER ENVIRONMENT ASSOC    |                                   | 567.00    |
| VENDOR NAME: MIKE SIMONS                         |                                   |           |
| 79290  | AFLAC REFUND                      | 20.28     |
| TOTAL VENDOR MIKE SIMONS                         |                                   | 20.28     |
| VENDOR NAME: MLC PLUMBING AND MECHANICAL LLC     |                                   |           |
| 033121   | PERFORMED CSD-2 ON BOILER         | 215.00    |
| TOTAL VENDOR MLC PLUMBING AND MECHANICAL LLC     |                                   | 215.00    |
| VENDOR NAME: NORM'S TIRE SERVICE                 |                                   |           |
| 6205   | SHOULDER DRIVE LRH                | 318.99    |
| TOTAL VENDOR NORM'S TIRE SERVICE                 |                                   | 318.99    |
| VENDOR NAME: NORTH CENTRAL LABORATORIES INC      |                                   |           |
| 452006   | PETRI PAD PETRI DISH              | 119.44    |
| TOTAL VENDOR NORTH CENTRAL LABORATORIES INC      |                                   | 119.44    |
| VENDOR NAME: ONLINE INFORMATION SERVICES         |                                   |           |
| 1046882  | MONTHLY PROCESSING                | 113.95    |
| TOTAL VENDOR ONLINE INFORMATION SERVICES         |                                   | 113.95    |
| VENDOR NAME: PERFORMANCE AUTOMOTIVE              |                                   |           |
| 10284-1354641                                    | BAR OIL                           | 13.93     |
| 10284-1352898                                    | ICE BLADE                         | 61.64     |
| 10284-1357867                                    | DBL LGHTR RECPTC                  | 13.39     |
| 10284-1357918                                    | BLADE FUSE/WIRE ACCESSORIES       | 5.95      |
| 10284-1357971                                    | SEAL-ALL                          | 2.49      |
| 10284-1356625                                    | IMPACT ADAPTER                    | 3.59      |
| TOTAL VENDOR PERFORMANCE AUTOMOTIVE              |                                   | 100.99    |
| VENDOR NAME: PITNEY BOWES GLOBAL FIANANCIAL SERV |                                   |           |
| 3313029230                                       | LEASE                             | 811.86    |
| TOTAL VENDOR PITNEY BOWES GLOBAL FIANANCIAL SERV |                                   | 811.86    |
| VENDOR NAME: POWERLINE SUPPLY                    |                                   |           |
| 56540485   | TAPE AND BOLTED LUG CONNECTIONS   | 532.05    |
| 56543962   | INVENTORY                         | 91.00     |
| 56546708   | INVENTORY                         | 65.20     |
| 56547664   | INVENTORY                         | 2,090.50  |
| 56547665   | ARMS FIBER GLASS                  | 2,772.00  |
| 56545066   | TESTING PR GLOVES                 | 450.51    |
| 56545976   | INVENTORY                         | 1,027.20  |
| 56545974   | INVENTORY                         | 39.90     |
| 56551197   | INVENTORY                         | 124.50    |
| 56542274   | GUY WIRE FOR INVENTORY            | 380.10    |
| 56545660   | WIRE FOR INVENTORY                | 869.40    |
| 56440557   | CLAMP HOT LINE                    | 314.00    |
| 56521759   | INVENTORY                         | 23.60     |
| 56521761   | INVENTORY                         | 23.50     |
| 56537212   | TOOLS                             | 975.75    |
| 56547698   | SAFETY COVER-UP                   | 2,108.39  |

| INVOICE NUMBER                               | DESCRIPTION                                  | AMOUNT     |
|--|--|------------|
| VENDOR NAME: POWERLINE SUPPLY                |  |            |
|  | TOTAL VENDOR POWERLINE SUPPLY                | 11,887.60  |
| VENDOR NAME: PRIORITY HEALTH                 |  |            |
| 21046000629                                  | HEALTH INSURANCE GROUP 791487                | 28,249.80  |
|  | TOTAL VENDOR PRIORITY HEALTH                 | 28,249.80  |
| VENDOR NAME: QUADIENT LEASING USA, INC       |  |            |
| N8760606                                     | LEASE PAYMENT MAIL STUFFING MACHINE          | 1,274.94   |
|  | TOTAL VENDOR QUADIENT LEASING USA, INC       | 1,274.94   |
| VENDOR NAME: REPUBLIC SERVICES OF KALAMAZOO  |  |            |
| 0249-007046469                               | WASTE CONTAINER 10 CU YRD                    | 740.11     |
|  | TOTAL VENDOR REPUBLIC SERVICES OF KALAMAZOO  | 740.11     |
| VENDOR NAME: RIGHT WAY CONTROL LLC           |  |            |
| 1311   | BARE GROUND SERVICE                          | 2,100.00   |
|  | TOTAL VENDOR RIGHT WAY CONTROL LLC           | 2,100.00   |
| VENDOR NAME: RUPERT'S CULLIGAN               |  |            |
| 225342                                       | BOTTLED WATER                                | 26.00      |
| 225446                                       | DISTILLED WATER                              | 20.00      |
| 225093                                       | DISTILLED WATER WWTP                         | 54.00      |
|  | TOTAL VENDOR RUPERT'S CULLIGAN               | 100.00     |
| VENDOR NAME: SLC METER LLC                   |  |            |
| 257831                                       | FORD METER ADAPTER                           | 101.77     |
| 257822                                       | METERS                                       | 956.28     |
|  | TOTAL VENDOR SLC METER LLC                   | 1,058.05   |
| VENDOR NAME: SONIT SYSTEMS, LLC              |  |            |
| 63100  | NET ADMIN                                    | 1,732.50   |
|  | TOTAL VENDOR SONIT SYSTEMS, LLC              | 1,732.50   |
| VENDOR NAME: SPRATT'S                        |  |            |
| 165341                                       | CHAIN  | 26.95      |
| 165375                                       | 18 AND 20' CHAINS                            | 66.00      |
|  | TOTAL VENDOR SPRATT'S                        | 92.95      |
| VENDOR NAME: SSOE                            |  |            |
| 2113073                                      | PHASE 1 UPGRADE ENG/DESIGN SERVICES          | 3,408.00   |
|  | TOTAL VENDOR SSOE                            | 3,408.00   |
| VENDOR NAME: STANTEC                         |  |            |
| 1766592                                      | POWERHOUSE MOTOR CONTROL CTR IMPROVEMENTS    | 959.50     |
|  | TOTAL VENDOR STANTEC                         | 959.50     |
| VENDOR NAME: STAR CRANE & HOIST, INC         |  |            |
| 20-13521                                     | INSPECTION INVOICED INCORRECTLY              | (434.00)   |
| 15767-I                                      | ANNUAL OSHA INSPECTION                       | 211.00     |
|  | TOTAL VENDOR STAR CRANE & HOIST, INC         | (223.00)   |
| VENDOR NAME: STOLL METAL SALES, LLC          |  |            |
| 5106   | FASTGRIP HI LO MECH. GAL                     | 45.00      |
|  | TOTAL VENDOR STOLL METAL SALES, LLC          | 45.00      |
| VENDOR NAME: THE BANK OF NEW YORK MELLON, NA |  |            |
| 4/01/2021                                    | SRF 1 & SRF 2 PRINCIPAL AND INTEREST         | 441,625.00 |
|  | TOTAL VENDOR THE BANK OF NEW YORK MELLON, NA | 441,625.00 |
| VENDOR NAME: UNIVAR SOLUTIONS USA INC        |  |            |
| 48980090                                     | LIQUICHLOR                                   | 775.00     |
| 48965592                                     | LIQUICHLOR                                   | 1,390.35   |
| 49017816                                     | SOD HYPO                                     | 1,705.00   |
|  | TOTAL VENDOR UNIVAR SOLUTIONS USA INC        | 3,870.35   |

04/06/2021 12:47 PM  
User: JMANGAN  
DB: Hillsdale

CUSTOM INVOICE REPORT FOR CITY OF HILLSDALE  
POST DATES 03/01/2021 - 03/31/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 7/7

| INVOICE<br>NUMBER                    | DESCRIPTION                      | AMOUNT     |
|--------------------------------------|----------------------------------|------------|
| VENDOR NAME: USABLUBOOK              |                                  |            |
| 529359                               | SDS VISIT/YELLOW VEST MESH BREAK | 346.10     |
|                                      | AWAY/FLUORESCENT FLT             |            |
| 529519                               | MANHOLE COVER LIFTER             | 121.17     |
| 521747                               | HEAD ASSEMBLY                    | 534.11     |
| TOTAL VENDOR USABLUBOOK              |                                  | 1,001.38   |
| VENDOR NAME: UTILITY SOLUTIONS       |                                  |            |
| 20211201                             | LICENSE SUPPORT                  | 666.67     |
| 20211409                             | OUTAGE SUBSCRIPTION              | 575.11     |
| TOTAL VENDOR UTILITY SOLUTIONS       |                                  | 1,241.78   |
| VENDOR NAME: VERIZON WIRELESS        |                                  |            |
| 9874574099                           | PHONE BILL                       | 1,012.29   |
| TOTAL VENDOR VERIZON WIRELESS        |                                  | 1,012.29   |
| VENDOR NAME: WALMART COMMUNITY       |                                  |            |
| 2010074 47322                        | BIG SCREEN FOR CONFERENCE ROOM   | 696.00     |
| TOTAL VENDOR WALMART COMMUNITY       |                                  | 696.00     |
| VENDOR NAME: WATKINS OIL COMPANY     |                                  |            |
| 000090-2105901                       | FUEL                             | 1,718.71   |
| TOTAL VENDOR WATKINS OIL COMPANY     |                                  | 1,718.71   |
| VENDOR NAME: WHEELER WORLD INC       |                                  |            |
| 13211                                | CYLINDER LINER LEAK              | 13,927.31  |
| TOTAL VENDOR WHEELER WORLD INC       |                                  | 13,927.31  |
| VENDOR NAME: WHITE'S WELDING SERVICE |                                  |            |
| 86103                                | FABRICATE WATER BOX              | 55.00      |
| 86112                                | ANGLE                            | 25.00      |
| TOTAL VENDOR WHITE'S WELDING SERVICE |                                  | 80.00      |
| GRAND TOTAL:                         |                                  | 584,919.27 |



**MICHIGAN SOUTH CENTRAL POWER AGENCY**

168 DIVISION STREET  
COLDWATER, MICHIGAN 49036  
PHONE (517) 279-6961  
FAX (517) 279-6969

**INVOICE MONTH:** February, 2021  
**INVOICE DATE:** 3/15/2021  
**DUE DATE:** 3/30/2021  
**TOTAL AMOUNT DUE:** \$744,946.84

**HILLSDALE BOARD OF PUBLIC UTILITIES**  
45 MONROE STREET  
HILLSDALE, MICHIGAN 49242  
ATTN: DAVID MACKIE

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**MSCPA Member Power Billing - February, 2021**

|   |              |
|---|--------------|
| Total Power Charges:                          | \$619,000.31 |
| Transmission / Capacity / Ancillary Services: | \$119,474.26 |
| Total Other Charges:                          | \$7,534.82   |
| Total Miscellaneous Charges:                  | -\$1,062.55  |

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**TOTAL CHARGES** **\$744,946.84**

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**NOTE: PLEASE SEE ENCLOSED BACKUP FOR ADDITIONAL DETAIL**

\* Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid

**Notes:**

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**DETAIL INFORMATION OF POWER CHARGES February , 2021  
Hillsdale**

|                                  |                         |  |            |
|----------------------------------|-------------------------|--|------------|
| FOR THE MONTH OF:                | February, 2021          | Total Metered Load kWh:                      | 10,492,209 |
| TIME OF AGENCY PEAK:             | 02/08/2021 @ H.E. 10:00 | AGENCY PEAK kW:                              | 127,876    |
|                                  |                         | MEMBER SHARE OF AGENCY PEAK kW:              | 18,867     |
| TIME OF MUNICIPAL PEAK:          | 02/17/2021 @ H.E. 10:00 | MUNICIPAL PEAK kW:                           | 19,489     |
| TIME OF TRANSMISSION PEAK (CONS) | 2/15/2021 @ H.E. 19:00  | AGENCY TRANSMISSION PEAK kW (INC. LOSSES):   | 92,959     |
|                                  |                         | MEMBER SHARE OF TRANS PEAK kW (INC. LOSSES): | 19,009     |

**Hillsdale Resources**

|   |                   |                |                                       |
|---|-------------------|----------------|---------------------------------------|
| <b>Menominee Hydro</b>                                      |                   |                |                                       |
| Energy Charge:  | \$0.049000        | / kWh *        | 544,044 kWh = \$26,658.13             |
| Demand Charge   |                   |                | \$515.16                              |
| <b>Subtotal</b>   | <b>\$0.049947</b> | <b>/ kWh *</b> | <b>544,044 kWh = \$27,173.29</b>      |
| <b>Oconto Falls Hydro</b>                                   |                   |                |                                       |
| Energy Charge:  | \$0.047000        | / kWh *        | 255,472 kWh = \$12,007.18             |
| Demand Charge   |                   |                | \$213.44                              |
| <b>Subtotal</b>   | <b>\$0.047835</b> | <b>/ kWh *</b> | <b>255,472 kWh = \$12,220.62</b>      |
| <b>AMP Hydro CSW</b>  |                   |                |                                       |
| Demand Charge:  | \$3.958814        | / kW *         | 3,398 kW = \$13,452.05                |
| Energy Charge:  | \$0.002550        | / kWh *        | 1,440,277 kWh = \$3,672.90            |
| Capacity Credit:  | \$0.754570        | / kW *         | -3,398 kW = -\$2,564.03               |
| REC Credit (Estimate)                                       |                   |                | -\$12,602.42                          |
| Debt Service  |                   |                | \$188,683.64                          |
| Rate Levelization   |                   |                | \$21,171.77                           |
| <b>Subtotal</b>   | <b>\$0.147065</b> | <b>/ kWh *</b> | <b>1,440,277 kWh = \$211,813.91</b>   |
| <b>AMP Fremont Energy Center</b>                            |                   |                |                                       |
| Demand Charge:  | \$3.862596        | / kW *         | 9,519 kW = \$36,766.33                |
| Energy Charge:  | \$0.029350        | / kWh *        | 3,973,865 kWh = \$116,632.92          |
| Capacity Credit:  | \$2.048094        | / kW *         | -9,519 kW = -\$19,494.90              |
| Debt Service  |                   |                | \$47,220.40                           |
| <b>Subtotal</b>   | <b>\$0.045579</b> | <b>/ kWh *</b> | <b>3,973,865 kWh = \$181,124.75</b>   |
| <b>Settlement of AFEC at Fremont Bus LMP (PJM)</b>          |                   |                |                                       |
| Energy Charge:  | \$0.037429        | / kWh *        | -3,973,865 kWh = -\$148,736.80        |
| <b>Subtotal</b>   | <b>\$0.037429</b> | <b>/ kWh *</b> | <b>-3,973,865 kWh = -\$148,736.80</b> |
| <b>Meldahl Hydro</b>  |                   |                |                                       |
| Demand Charge:  | \$3.844925        | / kW *         | 731 kW = \$2,810.64                   |
| Energy Charge:  | \$0.000041        | / kWh *        | 282,273 kWh = \$11.51                 |
| Capacity Credit:  | \$3.528796        | / kW *         | -731 kW = -\$2,579.55                 |
| REC Credit (Estimate)                                       |                   |                | -\$2,469.89                           |
| Debt Service  |                   |                | \$25,363.78                           |
| Rate Levelization   |                   |                | \$2,494.75                            |
| <b>Subtotal</b>   | <b>\$0.090803</b> | <b>/ kWh *</b> | <b>282,273 kWh = \$25,631.24</b>      |
| <b>Settlement of Meldahl Hydro at Meldahl Bus LMP (PJM)</b> |                   |                |                                       |
| Energy Charge:  | \$0.043122        | / kWh *        | -282,273 kWh = -\$12,172.09           |
| <b>Subtotal</b>   | <b>\$0.043122</b> | <b>/ kWh *</b> | <b>-282,273 kWh = -\$12,172.09</b>    |
| <b>Greenup Hydro</b>  |                   |                |                                       |
| Demand Charge:  | \$6.830564        | / kW *         | 479 kW = \$3,271.84                   |
| Energy Charge:  | \$0.001832        | / kWh *        | 138,807 kWh = \$254.35                |
| Capacity Credit:  | \$1.412881        | / kW *         | -479 kW = -\$676.77                   |
| REC Credit (Estimate)                                       |                   |                | -\$1,214.56                           |
| Debt Service  |                   |                | \$9,881.31                            |
| Rate Levelization   |                   |                | \$343.67                              |
| <b>Subtotal</b>   | <b>\$0.085441</b> | <b>/ kWh *</b> | <b>138,807 kWh = \$11,859.83</b>      |
| <b>Settlement of Greenup Hydro at Greenup Bus LMP (PJM)</b> |                   |                |                                       |
| Energy Charge:  | \$0.042773        | / kWh *        | -138,807 kWh = -\$5,937.16            |
| <b>Subtotal</b>   | <b>\$0.042773</b> | <b>/ kWh *</b> | <b>-138,807 kWh = -\$5,937.16</b>     |
| <b>Contract 2 (EDF 2018-2025 5x16 AD Hub)</b>               |                   |                |                                       |
| Energy Charge:  | \$0.036100        | / kWh *        | 503,491 kWh = \$18,176.02             |
| <b>Subtotal</b>   | <b>\$0.036100</b> | <b>/ kWh *</b> | <b>503,491 kWh = \$18,176.02</b>      |
| <b>Contract 3 (CITI 2018-2030 5x16 AD Hub)</b>              |                   |                |                                       |
| Energy Charge:  | \$0.041700        | / kWh *        | 251,745 kWh = \$10,497.79             |
| <b>Subtotal</b>   | <b>\$0.041700</b> | <b>/ kWh *</b> | <b>251,745 kWh = \$10,497.79</b>      |
| <b>Settlement of Contract Power at AD Hub (PJM)</b>         |                   |                |                                       |
| Energy Charge:  | \$0.051681        | / kWh *        | -755,236 kWh = -\$39,031.44           |
| <b>Subtotal</b>   | <b>\$0.051681</b> | <b>/ kWh *</b> | <b>-755,236 kWh = -\$39,031.44</b>    |
| <b>Plus Actual Municipal Generation</b>                     |                   |                |                                       |
| Energy Charge:  |                   |                | 585,498 kWh \$0.00                    |
| <b>Subtotal</b>   | <b>\$0.000000</b> | <b>/ kWh *</b> | <b>585,498 kWh = \$0.00</b>           |
| <b>Generation Deviation from Schedule (RT Sale)</b>         |                   |                |                                       |
| Energy Charge:  | \$0.126586        | / kWh *        | -585,498 kWh = -\$74,115.55           |
| <b>Subtotal</b>   | <b>\$0.126586</b> | <b>/ kWh *</b> | <b>-585,498 kWh = -\$74,115.55</b>    |

**MISO Market Power**

**DETAIL INFORMATION OF POWER CHARGES February , 2021  
Hillsdale**

|   |                   |                |                          |                     |
|---|-------------------|----------------|--------------------------|---------------------|
| On Peak Energy Charge: (M-F HE 08-23 EDT)                         | \$0.059028        | / kWh *        | 4,500,514 kWh =          | \$265,657.73        |
| Off Peak Energy Charge:   | \$0.035939        | / kWh *        | 3,751,903 kWh =          | \$134,838.17        |
| <b>Subtotal</b>   | <b>\$0.048531</b> | <b>/ kWh *</b> | <b>8,252,417 kWh =</b>   | <b>\$400,495.90</b> |
| <b>Total Demand Charges:</b>                                      |                   |                |                          | <b>\$30,985.61</b>  |
| <b>Total Energy Charges:</b>                                      |                   |                |                          | <b>\$588,014.70</b> |
| <b>Total Power Charges:</b>                                       |                   |                | <b>10,492,209.00 kWh</b> | <b>\$619,000.31</b> |
| <b>TRANSMISSION / CAPACITY / ANCILLARY SERVICES:</b>              |                   |                |                          |                     |
| MISO Transmission Charges (breakdown attached)                    |                   |                |                          | \$46,231.92         |
| MISO Capacity Charges (breakdown attached)                        |                   |                |                          | \$31,126.65         |
| MISO ancillary services, ARRs and FTRs (breakdown attached)       |                   |                |                          | \$42,115.69         |
| <b>TRANSMISSION / CAPACITY / ANCILLARY SERVICES TOTAL:</b>        |                   |                |                          | <b>\$119,474.26</b> |
| <b>OTHER CHARGES:</b>   |                   |                |                          |                     |
| AMP Dispatch Center Charges:                                      | \$0.000119        | / kWh *        | 10,492,209 kWh =         | \$1,249.75          |
| <b>AMP Service Fee Part A,</b><br>Based on Annual Municipal Sales | \$0.000229        | / kWh *        | 129,044,476 kWh 1/12 =   | \$2,462.60          |
| <b>AMP Service Fee Part B,</b><br>Energy Purchases                | \$0.000580        | /kWh *         | 6,590,458 kWh =          | \$3,822.47          |
| <b>TOTAL OTHER CHARGES:</b>                                       |                   |                |                          | <b>\$7,534.82</b>   |
| <b>MISCELLANEOUS CHARGES:</b>                                     |                   |                |                          |                     |
| MSCPA Administration Charges (breakdown attached)                 |                   |                |                          | \$15,860.06         |
| Rate Stabilization Fund Deposit/(Withdraw)                        |                   |                |                          | -\$16,922.61        |
| <b>TOTAL MISCELLANEOUS CHARGES:</b>                               |                   |                |                          | <b>-\$1,062.55</b>  |
| <b>GRAND TOTAL POWER INVOICE:</b>                                 | <b>\$0.07100</b>  | <b>/kWh *</b>  | <b>10,492,209 kWh =</b>  | <b>\$744,946.84</b> |

# Memo

**To:** BPU Board  
**From:** Joseph Mangan, Finance Director  
**cc:** Chris McArthur, Director  
**Date:** 4/6/2021  
**Re:** Financial review of unaudited data

**Revenues:** Charges for services are generally slightly higher than previous years. For the second month in a row, there was a slight uptick from last month in the business and commercial sales for Sewer and Water.

|  | 2017      | 2018      | 2019      | 2020      | 2021      | Average   | Current YTD/Average |
|--|-----------|-----------|-----------|-----------|-----------|-----------|---------------------|
| <b>582 ELECTRIC FUND</b>               |           |           |           |           |           |           |                     |
| 582-000.000-660.000 RESIDENTIAL SALES  | 2,381,107 | 2,355,698 | 2,425,114 | 2,411,544 | 2,543,908 | 2,423,474 | 104.97%             |
| 582-000.000-661.000 BUSINESS SALES     | 717,627   | 711,419   | 688,556   | 698,665   | 682,298   | 699,713   | 97.51%              |
| 582-000.000-662.000 COMMERCIAL SALES   | 1,832,765 | 1,798,744 | 1,735,283 | 1,718,155 | 1,611,099 | 1,739,209 | 92.63%              |
| 582-000.000-663.000 INDUSTRY SALES     | 1,586,756 | 1,663,505 | 1,630,574 | 1,654,229 | 1,714,723 | 1,649,958 | 103.93%             |
| 582-000.000-664.000 STREET LIGHT SALES | 27,632    | 27,318    | 26,030    | 26,560    | 27,210    | 26,950    | 100.96%             |
| <b>Total Electric</b>                  | 6,545,888 | 6,556,683 | 6,505,557 | 6,509,154 | 6,579,238 |           |                     |
| <b>590 SEWER FUND Total</b>            |           |           |           |           |           |           |                     |
| 590-000.000-660.000 RESIDENTIAL SALES  | 385,306   | 290,548   | 429,475   | 454,925   | 496,986   | 411,448   | 120.79%             |
| 590-000.000-661.000 BUSINESS SALES     | 86,353    | 71,538    | 77,458    | 87,707    | 83,769    | 81,365    | 102.95%             |
| 590-000.000-662.000 COMMERCIAL SALES   | 152,762   | 186,757   | 192,641   | 199,789   | 200,556   | 186,501   | 107.54%             |
| 590-000.000-663.000 INDUSTRY SALES     | 95,116    | 307,412   | 136,415   | 154,439   | 197,796   | 178,236   | 110.97%             |
| <b>Total Sewer</b>                     | 719,536   | 856,256   | 835,990   | 896,860   | 979,107   |           |                     |
| <b>591 WATER FUND Total</b>            |           |           |           |           |           |           |                     |
| 591-000.000-660.000 RESIDENTIAL SALES  | 260,293   | 198,361   | 312,091   | 330,217   | 366,044   | 293,401   | 124.76%             |
| 591-000.000-661.000 BUSINESS SALES     | 69,244    | 64,234    | 67,717    | 80,823    | 87,115    | 73,827    | 118.00%             |
| 591-000.000-662.000 COMMERCIAL SALES   | 112,202   | 132,808   | 145,237   | 157,440   | 170,264   | 143,590   | 118.58%             |
| 591-000.000-663.000 INDUSTRY SALES     | 54,015    | 204,487   | 78,395    | 89,288    | 115,536   | 108,344   | 106.64%             |
| <b>Total Water</b>                     | 495,755   | 599,891   | 603,439   | 657,768   | 738,959   |           |                     |
| <b>Grand Total</b>                     | 7,761,179 | 8,012,830 | 7,944,986 | 8,063,782 | 8,297,304 |           |                     |

**Expenses:** Year-to-date expenses are inline than previous years in total. Sewer treatment expense are higher than previous years. This is partial due to an increase in depreciation. Water Distribution is higher due to lead line service replacements. Chemical purchases have pushed Water Purification expenses higher.

|                                 | 2017              | 2018             | 2019              | 2020             | 2021              | Average   | YTD/Average |
|---------------------------------|-------------------|------------------|-------------------|------------------|-------------------|-----------|-------------|
| <b>582 ELECTRIC FUND</b>        |                   |                  |                   |                  |                   |           |             |
| 175.000 ADMINISTRATIVE SERVICES | 1,070,051         | 1,178,826        | 999,759           | 1,068,677        | 1,071,815         | 1,077,826 | 99%         |
| 543.000 PRODUCTION              | 6,532,026         | 6,097,630        | 6,282,711         | 6,093,975        | 6,298,477         | 6,260,964 | 101%        |
| 544.000 DISTRIBUTION            | 876,859           | 982,982          | 1,018,472         | 841,385          | 973,094           | 938,558   | 104%        |
| <b>582 ELECTRIC FUND Total</b>  | <b>8,478,936</b>  | <b>8,259,438</b> | <b>8,300,941</b>  | <b>8,004,038</b> | <b>8,343,386</b>  |           |             |
| <b>590 SEWER FUND</b>           |                   |                  |                   |                  |                   |           |             |
| 175.000 ADMINISTRATIVE SERVICES | 328,226           | 382,853          | 395,198           | 435,046          | 429,625           | 394,190   | 109%        |
| 546.000 OPERATIONS              | 194,020           | 190,190          | 163,850           | 147,713          | 126,395           | 164,434   | 77%         |
| 547.000 TREATMENT               | 429,630           | 308,868          | 411,825           | 372,484          | 471,157           | 398,793   | 118%        |
| <b>590 SEWER FUND Total</b>     | <b>963,310</b>    | <b>881,911</b>   | <b>970,873</b>    | <b>955,242</b>   | <b>981,533</b>    |           |             |
| <b>591 WATER FUND</b>           |                   |                  |                   |                  |                   |           |             |
| 175.000 ADMINISTRATIVE SERVICES | 281,631           | 297,238          | 266,985           | 288,336          | 296,861           | 286,210   | 104%        |
| 543.000 PRODUCTION              | 109,468           | 59,358           | 68,968            | 52,067           | 55,691            | 69,110    | 81%         |
| 544.000 DISTRIBUTION            | 253,354           | 339,241          | 285,428           | 305,024          | 436,299           | 323,869   | 135%        |
| 545.000 PURIFICATION            | 146,347           | 106,413          | 164,853           | 181,560          | 195,469           | 158,928   | 123%        |
| <b>591 WATER FUND Total</b>     | <b>790,799</b>    | <b>802,250</b>   | <b>786,234</b>    | <b>826,987</b>   | <b>951,331</b>    |           |             |
| <b>Grand Total</b>              | <b>10,233,046</b> | <b>9,943,599</b> | <b>10,058,048</b> | <b>9,786,267</b> | <b>10,276,250</b> |           |             |

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                              | DESCRIPTION                    | END BALANCE   |                | YTD BALANCE   | YTD BALANCE   | ACTIVITY FOR   | AVAILABLE     | % BDGT USED |
|--|--------------------------------|---------------|----------------|---------------|---------------|----------------|---------------|-------------|
|  |                                | 06/30/2020    | 2020-21        | 02/28/2021    | 02/29/2020    | MONTH 02/28/21 | BALANCE       |             |
|  |                                | NORM (ABNORM) | AMENDED BUDGET | NORM (ABNORM) | NORM (ABNORM) | INCR (DECR)    | NORM (ABNORM) |             |
| Fund 582 - ELECTRIC FUND               |                                |               |                |               |               |                |               |             |
| Dept 000.000                           |                                |               |                |               |               |                |               |             |
| Revenues                               |                                |               |                |               |               |                |               |             |
| 582-000.000-426.000                    | INTERDEPARTMENTAL REVENUE      | 230,765.37    | 231,000.00     | 163,086.35    | 151,290.23    | 24,162.12      | 67,913.65     | 70.60       |
| 582-000.000-660.000                    | RESIDENTIAL SALES              | 4,783,104.30  | 4,675,680.00   | 3,420,869.47  | 3,209,569.89  | 442,826.66     | 1,254,810.53  | 73.16       |
| 582-000.000-661.000                    | BUSINESS SALES                 | 1,352,308.35  | 1,346,910.00   | 920,796.21    | 931,259.30    | 124,962.55     | 426,113.79    | 68.36       |
| 582-000.000-662.000                    | COMMERCIAL SALES               | 3,095,463.79  | 3,267,060.00   | 2,100,175.86  | 2,206,774.85  | 258,598.18     | 1,166,884.14  | 64.28       |
| 582-000.000-663.000                    | INDUSTRY SALES                 | 3,076,833.77  | 3,112,275.00   | 2,239,427.96  | 2,152,453.03  | 259,715.24     | 872,847.04    | 71.95       |
| 582-000.000-664.000                    | STREET LIGHT SALES             | 53,308.56     | 52,900.00      | 36,486.12     | 35,449.48     | 4,625.97       | 16,413.88     | 68.97       |
| 582-000.000-665.000                    | INTEREST                       | 136,550.39    | 130,000.00     | 26,457.54     | 95,314.79     | 2,137.37       | 103,542.46    | 20.35       |
| 582-000.000-665.100                    | CHANGE IN INVESTMENTS          | 34,502.37     | 42,500.00      | (8,502.98)    | 22,856.21     | (1,768.03)     | 51,002.98     | (20.01)     |
| 582-000.000-669.000                    | LATE CHARGES                   | 21,679.37     | 31,650.00      | 19,471.87     | 20,292.85     | 1,934.35       | 12,178.13     | 61.52       |
| 582-000.000-673.001                    | GAIN ON SALE OF PROPERTY       | 9,918.40      | 0.00           | 13,325.00     | 9,560.00      | 0.00           | (13,325.00)   | 100.00      |
| 582-000.000-692.001                    | OTHER REVENUE - MISC OPERATING | 85,874.34     | 130,500.00     | 92,502.62     | 79,855.79     | 3,925.90       | 37,997.38     | 70.88       |
| 582-000.000-693.000                    | MISC NON-OPERATING INCOME      | 44,054.79     | 35,500.00      | 9,240.65      | 22,059.44     | 1,371.61       | 26,259.35     | 26.03       |
| 582-000.000-694.000                    | CASH OVER & (SHORT)            | (112.82)      | 0.00           | 202.13        | 100.89        | 168.31         | (202.13)      | 100.00      |
| TOTAL REVENUES                         |                                | 12,924,250.98 | 13,055,975.00  | 9,033,538.80  | 8,936,836.75  | 1,122,660.23   | 4,022,436.20  | 69.19       |
| Net - Dept 000.000                     |                                | 12,924,250.98 | 13,055,975.00  | 9,033,538.80  | 8,936,836.75  | 1,122,660.23   | 4,022,436.20  |             |
| Dept 175.000 - ADMINISTRATIVE SERVICES |                                |               |                |               |               |                |               |             |
| Expenditures                           |                                |               |                |               |               |                |               |             |
| 582-175.000-702.000                    | WAGES                          | 280,574.99    | 334,600.00     | 186,508.88    | 168,493.86    | (4,099.77)     | 148,091.12    | 55.74       |
| 582-175.000-703.000                    | OVERTIME PAY                   | 12,155.19     | 3,000.00       | 8,002.66      | 1,739.84      | 27.47          | (5,002.66)    | 266.76      |
| 582-175.000-704.000                    | SICK TIME PAY                  | 24,547.74     | 34,475.00      | 8,439.91      | 15,132.58     | 1,456.79       | 26,035.09     | 24.48       |
| 582-175.000-705.000                    | VACATION TIME PAY              | 63,252.99     | 66,980.00      | 33,007.12     | 35,984.84     | 3,071.13       | 33,972.88     | 49.28       |
| 582-175.000-706.000                    | PERSONAL TIME PAY              | 11,263.11     | 12,925.00      | 9,169.24      | 8,709.44      | 67.84          | 3,755.76      | 70.94       |
| 582-175.000-707.000                    | LONGEVITY PAY                  | 8,780.00      | 9,060.00       | 10,599.96     | 8,780.00      | 0.00           | (1,539.96)    | 117.00      |
| 582-175.000-710.000                    | HOLIDAY AND OTHER PAY          | 38,482.68     | 42,215.00      | 36,114.86     | 29,803.41     | 220.16         | 6,100.14      | 85.55       |
| 582-175.000-715.000                    | HEALTH AND LIFE INSURANCE      | 183,684.06    | 167,000.00     | 109,517.92    | 118,238.66    | 939.09         | 57,482.08     | 65.58       |
| 582-175.000-716.000                    | RETIREMENT                     | 395,475.21    | 189,300.00     | 101,750.62    | 92,202.00     | 12,597.93      | 87,549.38     | 53.75       |
| 582-175.000-717.000                    | WORKERS' COMPENSATION          | 7,262.20      | 14,880.00      | 4,109.60      | 4,569.69      | 513.70         | 10,770.40     | 27.62       |
| 582-175.000-718.000                    | UNEMPLOYMENT INSURANCE         | 2,500.00      | 0.00           | 0.00          | 2,500.00      | 0.00           | 0.00          | 0.00        |
| 582-175.000-720.000                    | EMPLOYER'S FICA                | 30,190.26     | 38,500.00      | 20,043.32     | 19,105.66     | (69.67)        | 18,456.68     | 52.06       |
| 582-175.000-721.000                    | DISABILITY INSURANCE           | 4,470.27      | 5,425.00       | 2,621.89      | 2,776.74      | 0.00           | 2,803.11      | 48.33       |
| 582-175.000-725.100                    | MISCELLANEOUS FRINGE EXPENSE   | (302,100.17)  | (319,420.00)   | (204,488.15)  | (199,039.02)  | (10,812.68)    | (114,931.85)  | 64.02       |
| 582-175.000-726.000                    | SUPPLIES                       | 14,511.07     | 13,500.00      | 6,180.51      | 9,487.06      | 1,894.35       | 7,319.49      | 45.78       |
| 582-175.000-726.200                    | OFFICE SUPPLIES                | 51.98         | 0.00           | 0.00          | 0.00          | 0.00           | 0.00          | 0.00        |
| 582-175.000-726.202                    | SUPPLIES - COMPUTER            | 464.73        | 9,800.00       | 164.46        | 203.27        | 0.00           | 9,635.54      | 1.68        |
| 582-175.000-801.000                    | CONTRACTUAL SERVICES           | 65,249.43     | 70,000.00      | 39,658.45     | 36,871.70     | (100.79)       | 30,341.55     | 56.65       |
| 582-175.000-801.200                    | COMPUTER                       | 31,318.28     | 56,455.00      | 20,192.55     | 19,618.10     | 2,485.63       | 36,262.45     | 35.77       |
| 582-175.000-806.000                    | LEGAL SERVICES                 | 737.50        | 5,000.00       | 253.13        | 471.25        | 0.00           | 4,746.87      | 5.06        |
| 582-175.000-808.000                    | AUDITING SERVICES              | 6,037.50      | 7,500.00       | 5,740.00      | 6,037.50      | 0.00           | 1,760.00      | 76.53       |
| 582-175.000-810.000                    | DUES AND SUBSCRIPTIONS         | 26,251.48     | 30,000.00      | 27,950.35     | 17,205.33     | 16,706.97      | 2,049.65      | 93.17       |
| 582-175.000-820.000                    | PILOT                          | 732,462.41    | 750,000.00     | 520,905.62    | 515,042.08    | 65,444.00      | 229,094.38    | 69.45       |
| 582-175.000-850.000                    | INSURANCE                      | 22,272.51     | 22,100.00      | 16,548.69     | 14,258.81     | 2,169.75       | 5,551.31      | 74.88       |
| 582-175.000-860.000                    | TRANSPORTATION AND MILEAGE     | 12.18         | 0.00           | 0.00          | 0.00          | 0.00           | 0.00          | 0.00        |
| 582-175.000-861.000                    | TRAINING & SEMINARS            | 5,676.96      | 11,500.00      | 3,850.19      | 4,673.38      | 0.00           | 7,649.81      | 33.48       |
| 582-175.000-861.100                    | TRAINING & SEMINARS - TEC SERV | 325.38        | 3,000.00       | 0.00          | 325.38        | 0.00           | 3,000.00      | 0.00        |
| 582-175.000-862.000                    | LODGING AND MEALS              | 150.76        | 0.00           | 215.96        | 0.00          | 0.00           | (215.96)      | 100.00      |
| 582-175.000-920.400                    | UTILITIES - GAS                | 2,227.47      | 1,000.00       | 3,144.78      | 1,000.56      | 2,112.49       | (2,144.78)    | 314.48      |
| 582-175.000-921.000                    | INTERDEPARTMENTAL EXPENSE      | 6,788.50      | 8,000.00       | 4,415.50      | 4,734.00      | 599.50         | 3,584.50      | 55.19       |
| 582-175.000-925.000                    | TELEPHONE                      | 14,398.00     | 4,000.00       | 7,541.02      | 10,699.47     | 1,252.10       | (3,541.02)    | 188.53      |

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                                    | DESCRIPTION                  | END BALANCE    |                | YTD BALANCE    |                | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE |               | % BDGT USED |
|--|------------------------------|----------------|----------------|----------------|----------------|-----------------------------|-------------------|---------------|-------------|
|  |                              | 06/30/2020     | 2020-21        | 02/28/2021     | 02/29/2020     |                             | NORM (ABNORM)     | NORM (ABNORM) |             |
| Fund 582 - ELECTRIC FUND                     |                              |                |                |                |                |                             |                   |               |             |
| Expenditures                                 |                              |                |                |                |                |                             |                   |               |             |
| 582-175.000-930.000                          | REPAIRS & MAINTENANCE        | 5,401.33       | 15,000.00      | 2,316.46       | 2,199.17       | 0.00                        | 12,683.54         | 15.44         |             |
| 582-175.000-955.000                          | MISCELLANEOUS                | (11.59)        | 0.00           | 0.00           | 0.00           | 0.00                        | 0.00              | 0.00          |             |
| 582-175.000-957.000                          | PROPERTY TAXES               | 0.00           | 0.00           | 21.83          | 0.00           | 0.00                        | (21.83)           | 100.00        |             |
| 582-175.000-963.000                          | WRITE OFF BAD DEBT(S)        | 96,577.70      | 0.00           | 0.00           | 0.00           | 0.00                        | 0.00              | 0.00          |             |
| 582-175.000-968.000                          | DEPRECIATION                 | 95,610.24      | 110,000.00     | 47,714.80      | 65,088.22      | 5,625.65                    | 62,285.20         | 43.38         |             |
| 582-175.000-995.000                          | DEBT SERVICE - INTEREST      | 3,928.79       | 0.00           | 0.00           | 3,913.79       | 0.00                        | 0.00              | 0.00          |             |
| 582-175.000-995.101                          | TRANSFER OUT TO CITY         | 61,654.61      | 104,515.00     | 30,913.30      | 37,557.02      | 0.00                        | 73,601.70         | 29.58         |             |
| TOTAL EXPENDITURES                           |                              | 1,952,635.75   | 1,820,310.00   | 1,063,125.43   | 1,058,383.79   | 102,101.64                  | 757,184.57        | 58.40         |             |
| Net - Dept 175.000 - ADMINISTRATIVE SERVICES |                              | (1,952,635.75) | (1,820,310.00) | (1,063,125.43) | (1,058,383.79) | (102,101.64)                | (757,184.57)      |               |             |
| Dept 543.000 - PRODUCTION                    |                              |                |                |                |                |                             |                   |               |             |
| Expenditures                                 |                              |                |                |                |                |                             |                   |               |             |
| 582-543.000-702.000                          | WAGES                        | 48,108.30      | 41,100.00      | 9,968.87       | 33,255.66      | 3,902.40                    | 31,131.13         | 24.26         |             |
| 582-543.000-703.000                          | OVERTIME PAY                 | 1,309.14       | 3,000.00       | 1,368.28       | 1,213.14       | 163.23                      | 1,631.72          | 45.61         |             |
| 582-543.000-704.000                          | SICK TIME PAY                | 560.88         | 0.00           | 24.50          | 180.88         | 0.00                        | (24.50)           | 100.00        |             |
| 582-543.000-705.000                          | VACATION TIME PAY            | 962.64         | 0.00           | 392.00         | 570.64         | 0.00                        | (392.00)          | 100.00        |             |
| 582-543.000-706.000                          | PERSONAL TIME PAY            | 389.76         | 0.00           | 0.00           | 389.76         | 0.00                        | 0.00              | 0.00          |             |
| 582-543.000-710.000                          | HOLIDAY AND OTHER PAY        | 3,285.80       | 0.00           | 234.40         | 2,845.92       | 38.40                       | (234.40)          | 100.00        |             |
| 582-543.000-720.000                          | EMPLOYER'S FICA              | 3,863.76       | 3,370.00       | 833.27         | 2,715.77       | 302.05                      | 2,536.73          | 24.73         |             |
| 582-543.000-725.100                          | MISCELLANEOUS FRINGE EXPENSE | 24,127.87      | 25,555.00      | 6,045.48       | 17,880.21      | 3,422.89                    | 19,509.52         | 23.66         |             |
| 582-543.000-726.000                          | SUPPLIES                     | 2,480.07       | 3,000.00       | 1,390.55       | 1,930.65       | 455.15                      | 1,609.45          | 46.35         |             |
| 582-543.000-739.000                          | PURCHASED POWER              | 8,324,831.77   | 8,769,720.00   | 5,976,771.14   | 5,792,825.99   | 744,946.84                  | 2,792,948.86      | 68.15         |             |
| 582-543.000-740.000                          | FUEL AND LUBRICANTS          | 904.22         | 2,000.00       | 20,450.33      | 904.22         | 20,356.63                   | (18,450.33)       | 1,022.52      |             |
| 582-543.000-740.100                          | FUEL OIL - ENGINE #5         | 1,843.93       | 7,000.00       | 5,502.71       | 1,725.02       | 0.00                        | 1,497.29          | 78.61         |             |
| 582-543.000-740.200                          | FUEL OIL - ENGINE #6         | 2,354.77       | 10,000.00      | 15,882.41      | 2,203.43       | 9,157.88                    | (5,882.41)        | 158.82        |             |
| 582-543.000-740.300                          | NATURAL GAS - ENGINE #5      | 4,380.55       | 7,000.00       | 7,546.51       | 3,001.97       | 0.00                        | (546.51)          | 107.81        |             |
| 582-543.000-740.400                          | NATURAL GAS - ENGINE #6      | 5,412.11       | 10,000.00      | 7,509.74       | 3,853.54       | 0.00                        | 2,490.26          | 75.10         |             |
| 582-543.000-742.000                          | CLOTHING / UNIFORMS          | 1,555.77       | 1,150.00       | 1,285.00       | 130.00         | 300.00                      | (135.00)          | 111.74        |             |
| 582-543.000-771.000                          | INVENTORY ADJUSTMENT         | (5,412.58)     | 0.00           | 0.00           | (6,206.13)     | 0.00                        | 0.00              | 0.00          |             |
| 582-543.000-801.000                          | CONTRACTUAL SERVICES         | 36,943.36      | 25,000.00      | 16,637.74      | 34,608.94      | 0.00                        | 8,362.26          | 66.55         |             |
| 582-543.000-850.000                          | INSURANCE                    | 64,755.78      | 68,250.00      | 45,857.36      | 44,520.70      | 5,911.21                    | 22,392.64         | 67.19         |             |
| 582-543.000-861.000                          | TRAINING & SEMINARS          | 188.72         | 1,000.00       | 75.70          | 145.72         | 0.00                        | 924.30            | 7.57          |             |
| 582-543.000-920.400                          | UTILITIES - GAS              | 9,633.15       | 10,000.00      | 4,577.65       | 4,652.32       | 0.00                        | 5,422.35          | 45.78         |             |
| 582-543.000-921.000                          | INTERDEPARTMENTAL EXPENSE    | 39,570.00      | 40,000.00      | 27,909.00      | 28,422.00      | 5,686.00                    | 12,091.00         | 69.77         |             |
| 582-543.000-925.000                          | TELEPHONE                    | 789.23         | 0.00           | 0.00           | 240.71         | 0.00                        | 0.00              | 0.00          |             |
| 582-543.000-930.000                          | REPAIRS & MAINTENANCE        | 10,539.73      | 10,000.00      | 3,575.59       | 2,542.88       | 398.82                      | 6,424.41          | 35.76         |             |
| 582-543.000-930.050                          | REPAIRS & MAINT. - ENGINE #5 | 4,313.55       | 15,000.00      | 3,298.50       | 243.00         | 0.00                        | 11,701.50         | 21.99         |             |
| 582-543.000-930.060                          | REPAIRS & MAINT. - ENGINE #6 | 4,153.00       | 15,000.00      | 3,298.50       | 243.00         | 0.00                        | 11,701.50         | 21.99         |             |
| 582-543.000-968.000                          | DEPRECIATION                 | 178,228.99     | 180,000.00     | 118,099.20     | 118,935.51     | 14,335.55                   | 61,900.80         | 65.61         |             |
| TOTAL EXPENDITURES                           |                              | 8,770,074.27   | 9,247,145.00   | 6,278,534.43   | 6,093,975.45   | 809,377.05                  | 2,968,610.57      | 67.90         |             |
| Net - Dept 543.000 - PRODUCTION              |                              | (8,770,074.27) | (9,247,145.00) | (6,278,534.43) | (6,093,975.45) | (809,377.05)                | (2,968,610.57)    |               |             |
| Dept 544.000 - DISTRIBUTION                  |                              |                |                |                |                |                             |                   |               |             |
| Expenditures                                 |                              |                |                |                |                |                             |                   |               |             |

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                         | DESCRIPTION                  | END BALANCE    |                | YTD BALANCE  |              | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE |               | % BGDY USED |
|-----------------------------------|------------------------------|----------------|----------------|--------------|--------------|-----------------------------|-------------------|---------------|-------------|
|                                   |                              | 06/30/2020     | 2020-21        | 02/28/2021   | 02/29/2020   |                             | NORM (ABNORM)     | NORM (ABNORM) |             |
| Fund 582 - ELECTRIC FUND          |                              |                |                |              |              |                             |                   |               |             |
| Expenditures                      |                              |                |                |              |              |                             |                   |               |             |
| 582-544.000-702.000               | WAGES                        | 281,410.13     | 372,300.00     | 220,641.66   | 158,611.21   | 34,682.95                   | 151,658.34        | 59.26         |             |
| 582-544.000-703.000               | OVERTIME PAY                 | 42,030.00      | 35,000.00      | 30,933.71    | 28,730.25    | 689.68                      | 4,066.29          | 88.38         |             |
| 582-544.000-704.000               | SICK TIME PAY                | 0.00           | 0.00           | 243.32       | 0.00         | 0.00                        | (243.32)          | 100.00        |             |
| 582-544.000-705.000               | VACATION TIME PAY            | 1,106.00       | 0.00           | 442.40       | 0.00         | 0.00                        | (442.40)          | 100.00        |             |
| 582-544.000-710.000               | HOLIDAY AND OTHER PAY        | 398.16         | 0.00           | 176.96       | 0.00         | 0.00                        | (176.96)          | 100.00        |             |
| 582-544.000-720.000               | EMPLOYER'S FICA              | 23,009.09      | 31,160.00      | 20,654.49    | 13,451.61    | 3,116.66                    | 10,505.51         | 66.29         |             |
| 582-544.000-725.100               | MISCELLANEOUS FRINGE EXPENSE | 182,385.54     | 293,865.00     | 169,644.98   | 113,250.65   | 21,772.22                   | 124,220.02        | 57.73         |             |
| 582-544.000-726.800               | SUPPLIES - OPERATIONS        | 20,881.57      | 32,000.00      | 11,994.83    | 21,408.22    | 6,774.35                    | 20,005.17         | 37.48         |             |
| 582-544.000-730.000               | VEH./EQUIP. MAINT. SUPPLIES  | 26,316.22      | 36,000.00      | 14,186.54    | 15,640.55    | 3,776.75                    | 21,813.46         | 39.41         |             |
| 582-544.000-740.000               | FUEL AND LUBRICANTS          | 14,981.88      | 16,000.00      | 9,227.95     | 9,796.55     | 1,388.62                    | 6,772.05          | 57.67         |             |
| 582-544.000-742.000               | CLOTHING / UNIFORMS          | 10,105.66      | 12,500.00      | 1,791.94     | 642.44       | 0.00                        | 10,708.06         | 14.34         |             |
| 582-544.000-771.000               | INVENTORY ADJUSTMENT         | 13,637.04      | 0.00           | 5.10         | (7,900.00)   | 2.55                        | (5.10)            | 100.00        |             |
| 582-544.000-801.000               | CONTRACTUAL SERVICES         | 31,951.51      | 20,000.00      | 19,793.24    | 12,458.76    | 1,876.34                    | 206.76            | 98.97         |             |
| 582-544.000-801.200               | COMPUTER                     | 8,675.36       | 0.00           | 0.00         | 6,142.00     | 0.00                        | 0.00              | 0.00          |             |
| 582-544.000-801.300               | TREE TRIMMING                | 196,367.79     | 200,000.00     | 7,196.70     | 93,791.43    | 0.00                        | 192,803.30        | 3.60          |             |
| 582-544.000-850.000               | INSURANCE                    | 34,064.64      | 36,750.00      | 24,767.76    | 22,265.82    | 3,522.17                    | 11,982.24         | 67.40         |             |
| 582-544.000-861.000               | TRAINING & SEMINARS          | 10,204.20      | 20,000.00      | 4,974.55     | 9,877.70     | 4,000.00                    | 15,025.45         | 24.87         |             |
| 582-544.000-920.600               | UTILITIES - OTHER            | 518.00         | 0.00           | 0.00         | 0.00         | 0.00                        | 0.00              | 0.00          |             |
| 582-544.000-921.000               | INTERDEPARTMENTAL EXPENSE    | 8,888.00       | 8,500.00       | 6,127.00     | 6,110.00     | 1,185.00                    | 2,373.00          | 72.08         |             |
| 582-544.000-930.000               | REPAIRS & MAINTENANCE        | 53,105.29      | 70,000.00      | 34,386.40    | 28,301.10    | 3,055.58                    | 35,613.60         | 49.12         |             |
| 582-544.000-968.000               | DEPRECIATION                 | 463,263.10     | 470,000.00     | 340,975.89   | 307,598.74   | 42,622.03                   | 129,024.11        | 72.55         |             |
| TOTAL EXPENDITURES                |                              | 1,423,299.18   | 1,654,075.00   | 918,165.42   | 840,177.03   | 128,464.90                  | 735,909.58        | 55.51         |             |
| Net - Dept 544.000 - DISTRIBUTION |                              | (1,423,299.18) | (1,654,075.00) | (918,165.42) | (840,177.03) | (128,464.90)                | (735,909.58)      |               |             |
| TOTAL REVENUES                    |                              | 12,924,250.98  | 13,055,975.00  | 9,033,538.80 | 8,936,836.75 | 1,122,660.23                | 4,022,436.20      | 69.19         |             |
| TOTAL EXPENDITURES                |                              | 12,146,009.20  | 12,721,530.00  | 8,259,825.28 | 7,992,536.27 | 1,039,943.59                | 4,461,704.72      | 64.93         |             |
| NET OF REVENUES & EXPENDITURES    |                              | 778,241.78     | 334,445.00     | 773,713.52   | 944,300.48   | 82,716.64                   | (439,268.52)      | 231.34        |             |

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                              | DESCRIPTION                    | END BALANCE  |              | YTD BALANCE  |              | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE |               | % BDGT USED |
|--|--------------------------------|--------------|--------------|--------------|--------------|-----------------------------|-------------------|---------------|-------------|
|  |                                | 06/30/2020   | 2020-21      | 02/28/2021   | 02/29/2020   |                             | NORM (ABNORM)     | NORM (ABNORM) |             |
| Fund 590 - SEWER FUND                  |                                |              |              |              |              |                             |                   |               |             |
| Dept 000.000                           |                                |              |              |              |              |                             |                   |               |             |
| Revenues                               |                                |              |              |              |              |                             |                   |               |             |
| 590-000.000-426.000                    | INTERDEPARTMENTAL REVENUE      | 6,008.73     | 4,500.00     | 3,943.36     | 4,178.47     | 480.68                      | 556.64            | 87.63         |             |
| 590-000.000-529.000                    | FEDERAL GRANT                  | 178,430.23   | 0.00         | 0.00         | 0.00         | 0.00                        | 0.00              | 0.00          |             |
| 590-000.000-660.000                    | RESIDENTIAL SALES              | 927,939.39   | 1,010,500.00 | 659,177.50   | 603,755.06   | 80,107.43                   | 351,322.50        | 65.23         |             |
| 590-000.000-661.000                    | BUSINESS SALES                 | 168,248.46   | 198,100.00   | 111,309.59   | 115,465.88   | 14,793.25                   | 86,790.41         | 56.19         |             |
| 590-000.000-662.000                    | COMMERCIAL SALES               | 371,689.56   | 438,830.00   | 266,212.15   | 263,295.44   | 38,641.77                   | 172,617.85        | 60.66         |             |
| 590-000.000-663.000                    | INDUSTRY SALES                 | 300,748.89   | 323,225.00   | 267,742.95   | 198,671.29   | 29,854.58                   | 55,482.05         | 82.83         |             |
| 590-000.000-665.000                    | INTEREST                       | 1,609.40     | 1,700.00     | 966.90       | 1,069.38     | 126.86                      | 733.10            | 56.88         |             |
| 590-000.000-668.000                    | APARTMENT SALES                | 361,330.92   | 385,900.00   | 250,906.60   | 230,768.55   | 32,647.24                   | 134,993.40        | 65.02         |             |
| 590-000.000-669.000                    | LATE CHARGES                   | 4,207.26     | 5,850.00     | 3,597.75     | 3,750.95     | 305.11                      | 2,252.25          | 61.50         |             |
| 590-000.000-673.001                    | GAIN ON SALE OF PROPERTY       | 100.80       | 0.00         | 525.00       | 0.00         | 0.00                        | (525.00)          | 100.00        |             |
| 590-000.000-691.000                    | INVENTORY ADJUSTMENT           | 56.63        | 0.00         | 0.00         | 0.00         | 0.00                        | 0.00              | 0.00          |             |
| 590-000.000-692.001                    | OTHER REVENUE - MISC OPERATING | 66,530.53    | 68,000.00    | 44,622.46    | 45,069.47    | 1,426.25                    | 23,377.54         | 65.62         |             |
| 590-000.000-693.000                    | MISC NON-OPERATING INCOME      | 6,034.13     | 7,200.00     | 2,782.46     | 4,669.29     | 380.00                      | 4,417.54          | 38.65         |             |
| TOTAL REVENUES                         |                                | 2,392,934.93 | 2,443,805.00 | 1,611,786.72 | 1,470,693.78 | 198,763.17                  | 832,018.28        | 65.95         |             |
| Net - Dept 000.000                     |                                | 2,392,934.93 | 2,443,805.00 | 1,611,786.72 | 1,470,693.78 | 198,763.17                  | 832,018.28        |               |             |
| Dept 175.000 - ADMINISTRATIVE SERVICES |                                |              |              |              |              |                             |                   |               |             |
| Expenditures                           |                                |              |              |              |              |                             |                   |               |             |
| 590-175.000-702.000                    | WAGES                          | 122,190.86   | 167,630.00   | 82,145.20    | 74,489.97    | 23,219.07                   | 85,484.80         | 49.00         |             |
| 590-175.000-703.000                    | OVERTIME PAY                   | 773.96       | 1,500.00     | 206.60       | 650.67       | 13.74                       | 1,293.40          | 13.77         |             |
| 590-175.000-704.000                    | SICK TIME PAY                  | 7,183.58     | 14,560.00    | 3,207.28     | 5,590.19     | 566.49                      | 11,352.72         | 22.03         |             |
| 590-175.000-705.000                    | VACATION TIME PAY              | 15,223.79    | 28,020.00    | 12,536.11    | 11,879.99    | 183.96                      | 15,483.89         | 44.74         |             |
| 590-175.000-706.000                    | PERSONAL TIME PAY              | 3,561.71     | 5,460.00     | 2,564.24     | 2,893.24     | 33.97                       | 2,895.76          | 46.96         |             |
| 590-175.000-707.000                    | LONGEVITY PAY                  | 2,620.00     | 3,520.00     | 3,100.03     | 2,620.00     | 0.00                        | 419.97            | 88.07         |             |
| 590-175.000-710.000                    | HOLIDAY AND OTHER PAY          | 16,417.02    | 24,605.00    | 12,937.57    | 12,677.97    | 194.78                      | 11,667.43         | 52.58         |             |
| 590-175.000-715.000                    | HEALTH AND LIFE INSURANCE      | 79,975.73    | 79,275.00    | 44,065.46    | 51,215.05    | 469.55                      | 35,209.54         | 55.59         |             |
| 590-175.000-716.000                    | RETIREMENT                     | 47,743.03    | 71,945.00    | 42,026.39    | 32,192.46    | 5,610.51                    | 29,918.61         | 58.41         |             |
| 590-175.000-717.000                    | WORKERS' COMPENSATION          | 2,009.72     | 5,060.00     | 1,973.71     | 1,405.84     | 0.00                        | 3,086.29          | 39.01         |             |
| 590-175.000-718.000                    | UNEMPLOYMENT INSURANCE         | 650.00       | 0.00         | 0.00         | 650.00       | 0.00                        | 0.00              | 0.00          |             |
| 590-175.000-720.000                    | EMPLOYER'S FICA                | 11,645.62    | 18,765.00    | 7,987.29     | 7,636.31     | 1,784.71                    | 10,777.71         | 42.56         |             |
| 590-175.000-721.000                    | DISABILITY INSURANCE           | 1,431.31     | 3,593.00     | 864.15       | 991.64       | 0.00                        | 2,728.85          | 24.05         |             |
| 590-175.000-725.100                    | MISCELLANEOUS FRINGE EXPENSE   | (111,360.59) | (107,020.00) | (76,493.31)  | (75,819.75)  | (5,608.40)                  | (30,526.69)       | 71.48         |             |
| 590-175.000-726.000                    | SUPPLIES                       | 7,259.62     | 7,000.00     | 2,932.08     | 4,717.34     | 908.93                      | 4,067.92          | 41.89         |             |
| 590-175.000-726.200                    | OFFICE SUPPLIES                | 0.00         | 0.00         | 0.00         | 34.95        | 0.00                        | 0.00              | 0.00          |             |
| 590-175.000-726.202                    | SUPPLIES - COMPUTER            | 79.98        | 4,000.00     | 82.24        | 0.00         | 0.00                        | 3,917.76          | 2.06          |             |
| 590-175.000-730.039                    | BPU VEHICLE MAINT/SUPPLIES     | 1,176.74     | 2,000.00     | 1,812.50     | 568.02       | 0.00                        | 187.50            | 90.63         |             |
| 590-175.000-801.000                    | CONTRACTUAL SERVICES           | 26,421.11    | 37,500.00    | 16,724.44    | 17,817.84    | 305.91                      | 20,775.56         | 44.60         |             |
| 590-175.000-801.200                    | COMPUTER                       | 15,818.72    | 24,230.00    | 11,212.64    | 10,122.73    | 1,978.75                    | 13,017.36         | 46.28         |             |
| 590-175.000-806.000                    | LEGAL SERVICES                 | 346.26       | 2,000.00     | 505.31       | 318.13       | 0.00                        | 1,494.69          | 25.27         |             |
| 590-175.000-808.000                    | AUDITING SERVICES              | 3,018.75     | 3,500.00     | 2,870.00     | 3,018.75     | 0.00                        | 630.00            | 82.00         |             |
| 590-175.000-810.000                    | DUES AND SUBSCRIPTIONS         | 11,209.75    | 10,000.00    | 2,649.60     | 9,292.81     | 196.29                      | 7,350.40          | 26.50         |             |
| 590-175.000-820.000                    | PILOT                          | 124,466.86   | 141,000.00   | 93,321.26    | 84,756.81    | 11,763.00                   | 47,678.74         | 66.19         |             |
| 590-175.000-850.000                    | INSURANCE                      | 10,497.03    | 11,050.00    | 7,158.40     | 6,916.27     | 846.57                      | 3,891.60          | 64.78         |             |
| 590-175.000-860.000                    | TRANSPORTATION AND MILEAGE     | 6.09         | 0.00         | 0.00         | 0.00         | 0.00                        | 0.00              | 0.00          |             |
| 590-175.000-861.000                    | TRAINING & SEMINARS            | 1,685.59     | 3,000.00     | 393.54       | 1,644.34     | 0.00                        | 2,606.46          | 13.12         |             |
| 590-175.000-861.100                    | TRAINING & SEMINARS - TEC SERV | 162.69       | 1,500.00     | 0.00         | 162.69       | 0.00                        | 1,500.00          | 0.00          |             |
| 590-175.000-862.000                    | LODGING AND MEALS              | 47.38        | 200.00       | 13.72        | 0.00         | 0.00                        | 186.28            | 6.86          |             |
| 590-175.000-905.000                    | PUBLISHING / NOTICES           | 278.95       | 250.00       | 0.00         | 122.50       | 0.00                        | 250.00            | 0.00          |             |
| 590-175.000-920.400                    | UTILITIES - GAS                | 1,113.75     | 500.00       | 1,572.38     | 500.29       | 1,056.25                    | (1,072.38)        | 314.48        |             |



PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                                    | DESCRIPTION                    | END BALANCE       |                   | YTD BALANCE       |                   | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE |               | % BDGT USED |
|--|--------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------------------|-------------------|---------------|-------------|
|  |                                | 06/30/2020        | 2020-21           | 02/28/2021        | 02/29/2020        |                             | NORM (ABNORM)     | NORM (ABNORM) |             |
| <b>Fund 590 - SEWER FUND</b>                 |                                |                   |                   |                   |                   |                             |                   |               |             |
| <b>Expenditures</b>                          |                                |                   |                   |                   |                   |                             |                   |               |             |
| 590-175.000-921.000                          | INTERDEPARTMENTAL EXPENSE      | 3,178.25          | 3,500.00          | 2,063.75          | 2,223.00          | 281.75                      | 1,436.25          | 58.96         |             |
| 590-175.000-925.000                          | TELEPHONE                      | 6,318.95          | 2,000.00          | 2,591.34          | 4,687.00          | 335.18                      | (591.34)          | 129.57        |             |
| 590-175.000-930.000                          | REPAIRS & MAINTENANCE          | 1,629.48          | 7,500.00          | 1,011.02          | 833.02            | 0.00                        | 6,488.98          | 13.48         |             |
| 590-175.000-955.000                          | MISCELLANEOUS                  | (169.00)          | 0.00              | 0.00              | 0.00              | 0.00                        | 0.00              | 0.00          |             |
| 590-175.000-963.000                          | WRITE OFF BAD DEBT(S)          | 6,823.43          | 0.00              | 0.00              | 0.00              | 0.00                        | 0.00              | 0.00          |             |
| 590-175.000-968.000                          | DEPRECIATION                   | 15,736.29         | 17,000.00         | 5,510.00          | 10,549.32         | 806.21                      | 11,490.00         | 32.41         |             |
| 590-175.000-995.000                          | DEBT SERVICE - INTEREST        | 189,149.28        | 180,975.00        | 122,616.74        | 123,879.36        | 15,270.84                   | 58,358.26         | 67.75         |             |
| 590-175.000-995.101                          | TRANSFER OUT TO CITY           | 30,827.31         | 52,260.00         | 15,456.65         | 18,778.51         | 0.00                        | 36,803.35         | 29.58         |             |
| <b>TOTAL EXPENDITURES</b>                    |                                | <b>657,149.00</b> | <b>827,878.00</b> | <b>427,618.33</b> | <b>430,017.26</b> | <b>60,218.06</b>            | <b>400,259.67</b> | <b>51.65</b>  |             |
| Net - Dept 175.000 - ADMINISTRATIVE SERVICES |                                | (657,149.00)      | (827,878.00)      | (427,618.33)      | (430,017.26)      | (60,218.06)                 | (400,259.67)      |               |             |
| <b>Dept 546.000 - OPERATIONS</b>             |                                |                   |                   |                   |                   |                             |                   |               |             |
| <b>Expenditures</b>                          |                                |                   |                   |                   |                   |                             |                   |               |             |
| 590-546.000-702.000                          | WAGES                          | 57,573.03         | 79,600.00         | 27,060.68         | 36,489.47         | 3,899.54                    | 52,539.32         | 34.00         |             |
| 590-546.000-703.000                          | OVERTIME PAY                   | 7,048.04          | 10,000.00         | 1,432.72          | 4,325.51          | 40.32                       | 8,567.28          | 14.33         |             |
| 590-546.000-720.000                          | EMPLOYER'S FICA                | 4,653.33          | 6,854.00          | 2,220.28          | 2,977.24          | 289.79                      | 4,633.72          | 32.39         |             |
| 590-546.000-725.100                          | MISCELLANEOUS FRINGE EXPENSE   | 35,126.58         | 37,600.00         | 18,102.23         | 23,886.13         | 1,234.13                    | 19,497.77         | 48.14         |             |
| 590-546.000-726.800                          | SUPPLIES - OPERATIONS          | 1,373.80          | 2,300.00          | 481.80            | 779.20            | 0.00                        | 1,818.20          | 20.95         |             |
| 590-546.000-730.039                          | BPU VEHICLE MAINT/SUPPLIES     | 3,493.57          | 4,000.00          | 3,147.64          | 3,213.50          | 309.49                      | 852.36            | 78.69         |             |
| 590-546.000-742.000                          | CLOTHING / UNIFORMS            | 3,056.49          | 3,000.00          | 96.12             | 650.51            | 0.00                        | 2,903.88          | 3.20          |             |
| 590-546.000-771.000                          | INVENTORY ADJUSTMENT           | 698.78            | 0.00              | 286.78            | 0.00              | 0.00                        | (286.78)          | 100.00        |             |
| 590-546.000-801.000                          | CONTRACTUAL SERVICES           | 2,943.43          | 5,000.00          | 4,112.53          | 1,523.67          | 309.93                      | 887.47            | 82.25         |             |
| 590-546.000-850.000                          | INSURANCE                      | 14,178.30         | 15,250.00         | 9,381.04          | 9,268.85          | 1,009.11                    | 5,868.96          | 61.52         |             |
| 590-546.000-861.000                          | TRAINING & SEMINARS            | 709.20            | 1,500.00          | 400.00            | 689.20            | 0.00                        | 1,100.00          | 26.67         |             |
| 590-546.000-920.500                          | UTILITIES - REFUSE             | 0.00              | 3,000.00          | 0.00              | 0.00              | 0.00                        | 3,000.00          | 0.00          |             |
| 590-546.000-921.000                          | INTERDEPARTMENTAL EXPENSE      | 6,856.00          | 8,000.00          | 4,311.00          | 4,797.00          | 764.00                      | 3,689.00          | 53.89         |             |
| 590-546.000-930.000                          | REPAIRS & MAINTENANCE          | 11,256.68         | 15,000.00         | 3,536.58          | 2,558.38          | 2,595.55                    | 11,463.42         | 23.58         |             |
| 590-546.000-930.950                          | REPAIRS & MAINT. - LIFT STATIC | 7,454.29          | 8,000.00          | 631.73            | 1,029.29          | 0.00                        | 7,368.27          | 7.90          |             |
| 590-546.000-930.960                          | REPAIRS & MAINT. - SEWER MAINS | 5,792.73          | 330,000.00        | 601.27            | 5,746.52          | 0.00                        | 329,398.73        | 0.18          |             |
| 590-546.000-930.970                          | REPAIRS & MAINT. - MANHOLES    | 1,455.14          | 5,000.00          | 26.98             | 1,407.14          | 0.00                        | 4,973.02          | 0.54          |             |
| 590-546.000-930.980                          | REPIARS & MAINT. - SERVICE LIN | 66.55             | 0.00              | 836.25            | 0.00              | 0.00                        | (836.25)          | 100.00        |             |
| 590-546.000-968.000                          | DEPRECIATION                   | 71,708.33         | 71,000.00         | 47,665.29         | 48,371.30         | 6,733.53                    | 23,334.71         | 67.13         |             |
| <b>TOTAL EXPENDITURES</b>                    |                                | <b>235,444.27</b> | <b>605,104.00</b> | <b>124,330.92</b> | <b>147,712.91</b> | <b>17,185.39</b>            | <b>480,773.08</b> | <b>20.55</b>  |             |
| Net - Dept 546.000 - OPERATIONS              |                                | (235,444.27)      | (605,104.00)      | (124,330.92)      | (147,712.91)      | (17,185.39)                 | (480,773.08)      |               |             |
| <b>Dept 547.000 - TREATMENT</b>              |                                |                   |                   |                   |                   |                             |                   |               |             |
| <b>Expenditures</b>                          |                                |                   |                   |                   |                   |                             |                   |               |             |
| 590-547.000-702.000                          | WAGES                          | 117,549.21        | 124,550.00        | 71,054.59         | 72,356.86         | 11,464.38                   | 53,495.41         | 57.05         |             |
| 590-547.000-703.000                          | OVERTIME PAY                   | 20,516.75         | 25,000.00         | 13,842.29         | 14,360.70         | 1,650.27                    | 11,157.71         | 55.37         |             |
| 590-547.000-720.000                          | EMPLOYER'S FICA                | 9,652.72          | 11,440.00         | 6,704.76          | 6,051.49          | 1,037.36                    | 4,735.24          | 58.61         |             |
| 590-547.000-725.100                          | MISCELLANEOUS FRINGE EXPENSE   | 76,234.01         | 69,420.00         | 58,391.08         | 51,933.62         | 4,374.27                    | 11,028.92         | 84.11         |             |
| 590-547.000-726.900                          | SUPPLIES - LABORATORY          | 17,770.97         | 25,000.00         | 18,512.98         | 16,237.19         | 17.50                       | 6,487.02          | 74.05         |             |
| 590-547.000-727.500                          | SUPPLIES - CHLORINE            | 3,805.03          | 5,000.00          | 1,705.00          | 2,505.03          | (710.08)                    | 3,295.00          | 34.10         |             |
| 590-547.000-727.600                          | SUPPLIES - FERROUS CHLORIDE    | 8,623.09          | 10,000.00         | 11,614.09         | 4,210.86          | 4,600.30                    | (1,614.09)        | 116.14        |             |

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                      | DESCRIPTION                  | END BALANCE  |              | YTD BALANCE  |              | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE |               | % BGDGT USED |
|--------------------------------|------------------------------|--------------|--------------|--------------|--------------|-----------------------------|-------------------|---------------|--------------|
|                                |                              | 06/30/2020   | 2020-21      | 02/28/2021   | 02/29/2020   |                             | NORM (ABNORM)     | NORM (ABNORM) |              |
| Fund 590 - SEWER FUND          |                              |              |              |              |              |                             |                   |               |              |
| Expenditures                   |                              |              |              |              |              |                             |                   |               |              |
| 590-547.000-727.700            | SUPPLIES - DIOXIDE           | 3,060.18     | 3,000.00     | 1,700.10     | 1,530.09     | 1,700.10                    | 1,299.90          | 56.67         |              |
| 590-547.000-727.800            | SUPPLIES - MISC. CHEMICALS   | 315.00       | 1,500.00     | 0.00         | 315.00       | 0.00                        | 1,500.00          | 0.00          |              |
| 590-547.000-730.039            | BPU VEHICLE MAINT/SUPPLIES   | 2,562.88     | 1,000.00     | 69.97        | 0.00         | 38.25                       | 930.03            | 7.00          |              |
| 590-547.000-740.000            | FUEL AND LUBRICANTS          | 2,358.75     | 3,000.00     | 1,033.78     | 1,962.88     | 65.97                       | 1,966.22          | 34.46         |              |
| 590-547.000-742.000            | CLOTHING / UNIFORMS          | 280.17       | 500.00       | 293.10       | 269.92       | 143.10                      | 206.90            | 58.62         |              |
| 590-547.000-801.000            | CONTRACTUAL SERVICES         | 78,269.96    | 110,000.00   | 64,942.33    | 59,585.94    | 4,153.77                    | 45,057.67         | 59.04         |              |
| 590-547.000-801.200            | COMPUTER                     | 1,194.37     | 0.00         | 0.00         | 511.89       | 0.00                        | 0.00              | 0.00          |              |
| 590-547.000-850.000            | INSURANCE                    | 14,178.35    | 14,400.00    | 9,381.03     | 9,268.90     | 1,009.11                    | 5,018.97          | 65.15         |              |
| 590-547.000-861.000            | TRAINING & SEMINARS          | 355.00       | 1,500.00     | 453.20       | 355.00       | 400.00                      | 1,046.80          | 30.21         |              |
| 590-547.000-920.400            | UTILITIES - GAS              | 9,538.29     | 12,000.00    | 15,455.58    | 4,996.80     | 0.00                        | (3,455.58)        | 128.80        |              |
| 590-547.000-920.500            | UTILITIES - REFUSE           | 0.00         | 2,000.00     | 0.00         | 0.00         | 0.00                        | 2,000.00          | 0.00          |              |
| 590-547.000-921.000            | INTERDEPARTMENTAL EXPENSE    | 72,795.00    | 0.00         | 54,057.00    | 47,621.00    | 6,871.00                    | (54,057.00)       | 100.00        |              |
| 590-547.000-930.000            | REPAIRS & MAINTENANCE        | 49,643.66    | 35,000.00    | 18,132.26    | 13,010.55    | 2,610.78                    | 16,867.74         | 51.81         |              |
| 590-547.000-930.900            | REPAIRS & MAINT - LABORATORY | 2,760.29     | 2,000.00     | 0.00         | 435.29       | 0.00                        | 2,000.00          | 0.00          |              |
| 590-547.000-968.000            | DEPRECIATION                 | 98,022.12    | 280,000.00   | 110,831.39   | 64,964.60    | 26,162.31                   | 169,168.61        | 39.58         |              |
| TOTAL EXPENDITURES             |                              | 589,485.80   | 736,310.00   | 458,174.53   | 372,483.61   | 65,588.39                   | 278,135.47        | 62.23         |              |
| Net - Dept 547.000 - TREATMENT |                              | (589,485.80) | (736,310.00) | (458,174.53) | (372,483.61) | (65,588.39)                 | (278,135.47)      |               |              |
| TOTAL REVENUES                 |                              | 2,392,934.93 | 2,443,805.00 | 1,611,786.72 | 1,470,693.78 | 198,763.17                  | 832,018.28        | 65.95         |              |
| TOTAL EXPENDITURES             |                              | 1,482,079.07 | 2,169,292.00 | 1,010,123.78 | 950,213.78   | 142,991.84                  | 1,159,168.22      | 46.56         |              |
| NET OF REVENUES & EXPENDITURES |                              | 910,855.86   | 274,513.00   | 601,662.94   | 520,480.00   | 55,771.33                   | (327,149.94)      | 219.17        |              |

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                              | DESCRIPTION                    | END BALANCE   |                | YTD BALANCE   | YTD BALANCE   | ACTIVITY FOR   | AVAILABLE     | % BDGT USED |
|--|--------------------------------|---------------|----------------|---------------|---------------|----------------|---------------|-------------|
|  |                                | 06/30/2020    | 2020-21        | 02/28/2021    | 02/29/2020    | MONTH 02/28/21 | BALANCE       |             |
|  |                                | NORM (ABNORM) | AMENDED BUDGET | NORM (ABNORM) | NORM (ABNORM) | INCR (DECR)    | NORM (ABNORM) |             |
| Fund 591 - WATER FUND                  |                                |               |                |               |               |                |               |             |
| Dept 000.000                           |                                |               |                |               |               |                |               |             |
| Revenues                               |                                |               |                |               |               |                |               |             |
| 591-000.000-426.000                    | INTERDEPARTMENTAL REVENUE      | 11,202.18     | 12,000.00      | 8,012.28      | 7,556.85      | 1,433.04       | 3,987.72      | 66.77       |
| 591-000.000-529.000                    | FEDERAL GRANT                  | 106,204.87    | 0.00           | 0.00          | 0.00          | 0.00           | 0.00          | 0.00        |
| 591-000.000-660.000                    | RESIDENTIAL SALES              | 669,850.73    | 747,100.00     | 482,413.11    | 437,020.12    | 57,699.59      | 264,686.89    | 64.57       |
| 591-000.000-661.000                    | BUSINESS SALES                 | 150,549.68    | 173,700.00     | 109,176.43    | 102,710.78    | 11,656.02      | 64,523.57     | 62.85       |
| 591-000.000-662.000                    | COMMERCIAL SALES               | 285,380.62    | 339,300.00     | 215,720.19    | 200,606.89    | 26,282.14      | 123,579.81    | 63.58       |
| 591-000.000-663.000                    | INDUSTRY SALES                 | 173,901.64    | 192,000.00     | 156,197.61    | 114,857.46    | 17,435.62      | 35,802.39     | 81.35       |
| 591-000.000-665.000                    | INTEREST                       | 14,603.68     | 15,000.00      | 3,125.06      | 9,066.88      | 7.79           | 11,874.94     | 20.83       |
| 591-000.000-665.100                    | CHANGE IN INVESTMENTS          | 2,495.06      | 1,570.00       | (1,982.55)    | 1,906.35      | (312.35)       | 3,552.55      | (126.28)    |
| 591-000.000-668.000                    | APARTMENT SALES                | 255,953.51    | 279,200.00     | 176,591.61    | 163,852.15    | 22,673.89      | 102,608.39    | 63.25       |
| 591-000.000-669.000                    | LATE CHARGES                   | 2,923.70      | 4,100.00       | 2,473.65      | 2,612.02      | 207.80         | 1,626.35      | 60.33       |
| 591-000.000-673.001                    | GAIN ON SALE OF PROPERTY       | 2,858.01      | 0.00           | 525.00        | 2,310.00      | 0.00           | (525.00)      | 100.00      |
| 591-000.000-691.000                    | INVENTORY ADJUSTMENT           | (3,729.44)    | 0.00           | (384.52)      | 0.00          | 0.00           | 384.52        | 100.00      |
| 591-000.000-692.001                    | OTHER REVENUE - MISC OPERATING | 25,615.01     | 18,500.00      | 17,212.26     | 23,390.58     | 1,426.25       | 1,287.74      | 93.04       |
| 591-000.000-693.000                    | MISC NON-OPERATING INCOME      | 3,391.14      | 4,000.00       | 4,354.70      | 2,624.30      | 509.65         | (354.70)      | 108.87      |
| 591-000.000-693.001                    | MISC NON-OPERATING INCOME-WELL | 3,072.50      | 4,000.00       | 0.00          | 3,072.50      | 0.00           | 4,000.00      | 0.00        |
| TOTAL REVENUES                         |                                | 1,704,272.89  | 1,790,470.00   | 1,173,434.83  | 1,071,586.88  | 139,019.44     | 617,035.17    | 65.54       |
| Net - Dept 000.000                     |                                | 1,704,272.89  | 1,790,470.00   | 1,173,434.83  | 1,071,586.88  | 139,019.44     | 617,035.17    |             |
| Dept 175.000 - ADMINISTRATIVE SERVICES |                                |               |                |               |               |                |               |             |
| Expenditures                           |                                |               |                |               |               |                |               |             |
| 591-175.000-702.000                    | WAGES                          | 120,368.19    | 167,630.00     | 94,599.36     | 73,913.69     | 23,117.98      | 73,030.64     | 56.43       |
| 591-175.000-703.000                    | OVERTIME PAY                   | 773.04        | 2,000.00       | 206.47        | 649.97        | 13.74          | 1,793.53      | 10.32       |
| 591-175.000-704.000                    | SICK TIME PAY                  | 5,670.70      | 10,460.00      | 3,230.92      | 3,953.84      | 439.94         | 7,229.08      | 30.89       |
| 591-175.000-705.000                    | VACATION TIME PAY              | 11,450.27     | 15,540.00      | 8,624.09      | 7,654.09      | 183.90         | 6,915.91      | 55.50       |
| 591-175.000-706.000                    | PERSONAL TIME PAY              | 4,224.95      | 3,935.00       | 2,512.79      | 3,366.11      | 33.87          | 1,422.21      | 63.86       |
| 591-175.000-707.000                    | LONGEVITY PAY                  | 1,880.00      | 1,300.00       | 1,160.01      | 1,880.00      | 0.00           | 139.99        | 89.23       |
| 591-175.000-710.000                    | HOLIDAY AND OTHER PAY          | 16,496.31     | 15,000.00      | 13,122.10     | 12,953.86     | 340.90         | 1,877.90      | 87.48       |
| 591-175.000-715.000                    | HEALTH AND LIFE INSURANCE      | 64,726.57     | 77,825.00      | 40,584.44     | 46,140.62     | 469.53         | 37,240.56     | 52.15       |
| 591-175.000-716.000                    | RETIREMENT                     | 45,121.47     | 53,160.00      | 31,093.87     | 30,023.06     | 3,740.77       | 22,066.13     | 58.49       |
| 591-175.000-717.000                    | WORKERS' COMPENSATION          | 5,635.16      | 16,410.00      | 2,553.71      | 1,280.48      | 0.00           | 13,856.29     | 15.56       |
| 591-175.000-718.000                    | UNEMPLOYMENT INSURANCE         | 1,050.00      | 0.00           | 0.00          | 1,050.00      | 0.00           | 0.00          | 0.00        |
| 591-175.000-720.000                    | EMPLOYER'S FICA                | 11,096.04     | 16,515.00      | 8,798.43      | 7,148.58      | 1,789.25       | 7,716.57      | 53.28       |
| 591-175.000-721.000                    | DISABILITY INSURANCE           | 1,325.40      | 2,660.00       | 823.05        | 921.60        | 0.00           | 1,836.95      | 30.94       |
| 591-175.000-725.100                    | MISCELLANEOUS FRINGE EXPENSE   | (90,133.11)   | (116,400.00)   | (57,531.20)   | (60,687.43)   | (3,132.17)     | (58,868.80)   | 49.43       |
| 591-175.000-726.000                    | SUPPLIES                       | 6,889.52      | 7,000.00       | 2,931.95      | 4,600.82      | 908.89         | 4,068.05      | 41.89       |
| 591-175.000-726.202                    | SUPPLIES - COMPUTER            | 79.98         | 4,000.00       | 93.95         | 0.00          | 0.00           | 3,906.05      | 2.35        |
| 591-175.000-726.591                    | SUPPLIES-WELLHEAD PROTECTION   | 1,646.67      | 0.00           | 0.00          | 1,646.67      | 0.00           | 0.00          | 0.00        |
| 591-175.000-730.039                    | BPU VEHICLE MAINT/SUPPLIES     | 2,287.76      | 3,000.00       | 1,231.27      | 2,254.18      | 929.75         | 1,768.73      | 41.04       |
| 591-175.000-801.000                    | CONTRACTUAL SERVICES           | 30,145.33     | 44,500.00      | 21,347.78     | 17,775.00     | (308.10)       | 23,152.22     | 47.97       |
| 591-175.000-801.200                    | COMPUTER                       | 15,074.19     | 24,475.00      | 11,173.25     | 9,318.25      | 1,978.75       | 13,301.75     | 45.65       |
| 591-175.000-806.000                    | LEGAL SERVICES                 | 196.24        | 2,000.00       | 70.31         | 168.12        | 0.00           | 1,929.69      | 3.52        |
| 591-175.000-808.000                    | AUDITING SERVICES              | 3,018.75      | 3,500.00       | 2,870.00      | 3,018.75      | 0.00           | 630.00        | 82.00       |
| 591-175.000-810.000                    | DUES AND SUBSCRIPTIONS         | 6,517.73      | 7,500.00       | 2,742.59      | 3,865.80      | 271.29         | 4,757.41      | 36.57       |
| 591-175.000-820.000                    | PILOT                          | 89,512.25     | 103,000.00     | 68,406.10     | 61,341.34     | 8,145.00       | 34,593.90     | 66.41       |
| 591-175.000-850.000                    | INSURANCE                      | 7,246.03      | 7,875.00       | 4,698.21      | 6,783.09      | 658.08         | 3,176.79      | 59.66       |
| 591-175.000-860.000                    | TRANSPORTATION AND MILEAGE     | 6.09          | 0.00           | 0.00          | 0.00          | 0.00           | 0.00          | 0.00        |
| 591-175.000-861.000                    | TRAINING & SEMINARS            | 2,039.91      | 2,500.00       | 199.92        | 1,998.66      | 80.00          | 2,300.08      | 8.00        |
| 591-175.000-861.100                    | TRAINING & SEMINARS - TEC SERV | 162.71        | 1,500.00       | 0.00          | 162.71        | 0.00           | 1,500.00      | 0.00        |
| 591-175.000-862.000                    | LODGING AND MEALS              | 79.38         | 200.00         | 13.71         | 32.00         | 0.00           | 186.29        | 6.86        |

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER   | DESCRIPTION                  | END BALANCE         |                     | YTD BALANCE         | YTD BALANCE         | ACTIVITY FOR       | AVAILABLE           | % BGD<br>USED |
|---|------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|---------------|
|   |                              | 06/30/2020          | 2020-21             | 02/28/2021          | 02/29/2020          | MONTH 02/28/21     | BALANCE             |               |
|   |                              | NORM (ABNORM)       | AMENDED BUDGET      | NORM (ABNORM)       | NORM (ABNORM)       | INCR (DECR)        | NORM (ABNORM)       |               |
| <b>Fund 591 - WATER FUND</b>                        |                              |                     |                     |                     |                     |                    |                     |               |
| <b>Expenditures</b>                                 |                              |                     |                     |                     |                     |                    |                     |               |
| 591-175.000-905.000                                 | PUBLISHING / NOTICES         | 570.87              | 750.00              | 122.52              | 420.35              | 0.00               | 627.48              | 16.34         |
| 591-175.000-920.400                                 | UTILITIES - GAS              | 1,113.60            | 500.00              | 1,617.90            | 500.22              | 1,056.26           | (1,117.90)          | 323.58        |
| 591-175.000-921.000                                 | INTERDEPARTMENTAL EXPENSE    | 3,178.25            | 3,500.00            | 2,063.75            | 2,223.00            | 281.75             | 1,436.25            | 58.96         |
| 591-175.000-925.000                                 | TELEPHONE                    | 5,894.40            | 2,000.00            | 2,778.76            | 4,262.46            | 335.52             | (778.76)            | 138.94        |
| 591-175.000-930.000                                 | REPAIRS & MAINTENANCE        | 2,467.82            | 7,500.00            | 1,556.14            | 1,743.03            | 0.00               | 5,943.86            | 20.75         |
| 591-175.000-955.000                                 | MISCELLANEOUS                | 162.00              | 0.00                | 0.00                | 0.00                | 0.00               | 0.00                | 0.00          |
| 591-175.000-963.000                                 | WRITE OFF BAD DEBT(S)        | 7,148.55            | 0.00                | 0.00                | 0.00                | 0.00               | 0.00                | 0.00          |
| 591-175.000-968.000                                 | DEPRECIATION                 | 16,387.64           | 16,600.00           | 5,891.16            | 11,010.03           | 853.86             | 10,708.84           | 35.49         |
| 591-175.000-995.000                                 | DEBT SERVICE - INTEREST      | 1,515.45            | 1,100.00            | 449.24              | 1,156.05            | 0.00               | 650.76              | 40.84         |
| 591-175.000-995.101                                 | TRANSFER OUT TO CITY         | 30,827.31           | 52,260.00           | 15,456.65           | 18,778.51           | 0.00               | 36,803.35           | 29.58         |
| <b>TOTAL EXPENDITURES</b>                           |                              | <b>433,853.42</b>   | <b>561,295.00</b>   | <b>295,493.20</b>   | <b>283,307.51</b>   | <b>42,188.76</b>   | <b>265,801.80</b>   | <b>52.64</b>  |
| <b>Net - Dept 175.000 - ADMINISTRATIVE SERVICES</b> |                              | <b>(433,853.42)</b> | <b>(561,295.00)</b> | <b>(295,493.20)</b> | <b>(283,307.51)</b> | <b>(42,188.76)</b> | <b>(265,801.80)</b> |               |
| <b>Dept 543.000 - PRODUCTION</b>                    |                              |                     |                     |                     |                     |                    |                     |               |
| <b>Expenditures</b>                                 |                              |                     |                     |                     |                     |                    |                     |               |
| 591-543.000-702.000                                 | WAGES                        | 5,048.47            | 7,000.00            | 3,695.23            | 2,561.22            | 202.77             | 3,304.77            | 52.79         |
| 591-543.000-703.000                                 | OVERTIME PAY                 | 2,247.17            | 3,000.00            | 1,367.61            | 1,473.52            | 161.42             | 1,632.39            | 45.59         |
| 591-543.000-720.000                                 | EMPLOYER'S FICA              | 510.61              | 765.00              | 397.17              | 288.44              | 25.29              | 367.83              | 51.92         |
| 591-543.000-725.100                                 | MISCELLANEOUS FRINGE EXPENSE | 4,133.64            | 6,985.00            | 2,937.40            | 2,487.51            | (202.01)           | 4,047.60            | 42.05         |
| 591-543.000-726.000                                 | SUPPLIES                     | 0.00                | 0.00                | 38.25               | 0.00                | 38.25              | (38.25)             | 100.00        |
| 591-543.000-801.000                                 | CONTRACTUAL SERVICES         | 5,022.02            | 4,000.00            | 194.00              | 2,285.00            | 0.00               | 3,806.00            | 4.85          |
| 591-543.000-850.000                                 | INSURANCE                    | 6,334.35            | 7,560.00            | 3,971.65            | 4,446.58            | 570.48             | 3,588.35            | 52.54         |
| 591-543.000-861.000                                 | TRAINING & SEMINARS          | 188.22              | 1,000.00            | 0.00                | 0.00                | 0.00               | 1,000.00            | 0.00          |
| 591-543.000-921.000                                 | INTERDEPARTMENTAL EXPENSE    | 29,453.00           | 30,000.00           | 20,925.00           | 19,510.00           | 3,342.00           | 9,075.00            | 69.75         |
| 591-543.000-930.000                                 | REPAIRS & MAINTENANCE        | 1,451.82            | 5,000.00            | 2,723.22            | 1,451.82            | 0.00               | 2,276.78            | 54.46         |
| 591-543.000-930.800                                 | MAINTENANCE - WELL #8        | 0.00                | 0.00                | 1,083.12            | 0.00                | 0.00               | (1,083.12)          | 100.00        |
| 591-543.000-968.000                                 | DEPRECIATION                 | 26,344.47           | 27,000.00           | 17,670.33           | 17,562.97           | 2,302.70           | 9,329.67            | 65.45         |
| <b>TOTAL EXPENDITURES</b>                           |                              | <b>80,733.77</b>    | <b>92,310.00</b>    | <b>55,002.98</b>    | <b>52,067.06</b>    | <b>6,440.90</b>    | <b>37,307.02</b>    | <b>59.59</b>  |
| <b>Net - Dept 543.000 - PRODUCTION</b>              |                              | <b>(80,733.77)</b>  | <b>(92,310.00)</b>  | <b>(55,002.98)</b>  | <b>(52,067.06)</b>  | <b>(6,440.90)</b>  | <b>(37,307.02)</b>  |               |
| <b>Dept 544.000 - DISTRIBUTION</b>                  |                              |                     |                     |                     |                     |                    |                     |               |
| <b>Expenditures</b>                                 |                              |                     |                     |                     |                     |                    |                     |               |
| 591-544.000-702.000                                 | WAGES                        | 88,243.51           | 90,350.00           | 61,095.93           | 53,520.30           | 5,744.29           | 29,254.07           | 67.62         |
| 591-544.000-703.000                                 | OVERTIME PAY                 | 13,029.05           | 20,000.00           | 10,542.60           | 10,244.03           | 3,423.78           | 9,457.40            | 52.71         |
| 591-544.000-710.000                                 | HOLIDAY AND OTHER PAY        | 999.96              | 0.00                | 333.32              | 666.64              | 0.00               | (333.32)            | 100.00        |
| 591-544.000-720.000                                 | EMPLOYER'S FICA              | 7,340.96            | 8,440.00            | 5,803.50            | 4,698.07            | 840.89             | 2,636.50            | 68.76         |
| 591-544.000-725.100                                 | MISCELLANEOUS FRINGE EXPENSE | 55,711.71           | 74,500.00           | 39,018.70           | 38,745.13           | 2,545.29           | 35,481.30           | 52.37         |
| 591-544.000-726.800                                 | SUPPLIES - OPERATIONS        | 4,675.07            | 10,000.00           | 3,785.48            | 3,946.24            | 0.00               | 6,214.52            | 37.85         |
| 591-544.000-730.039                                 | BPU VEHICLE MAINT/SUPPLIES   | 2,209.79            | 2,000.00            | 801.45              | 852.14              | 342.11             | 1,198.55            | 40.07         |
| 591-544.000-740.000                                 | FUEL AND LUBRICANTS          | 4,717.42            | 6,500.00            | 2,422.87            | 3,124.43            | 386.85             | 4,077.13            | 37.27         |
| 591-544.000-742.000                                 | CLOTHING / UNIFORMS          | 1,897.72            | 2,200.00            | 0.00                | 432.80              | 0.00               | 2,200.00            | 0.00          |
| 591-544.000-771.000                                 | INVENTORY ADJUSTMENT         | 2,760.69            | 0.00                | (2,652.09)          | 0.00                | 0.00               | 2,652.09            | 100.00        |
| 591-544.000-801.000                                 | CONTRACTUAL SERVICES         | 18,483.50           | 30,000.00           | 18,238.70           | 12,901.50           | 3,024.00           | 11,761.30           | 60.80         |
| 591-544.000-801.200                                 | COMPUTER                     | 1,732.05            | 0.00                | 0.00                | 1,049.57            | 0.00               | 0.00                | 0.00          |

PERIOD ENDING 02/28/2021

% Fiscal Year Completed: 66.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER                                 | DESCRIPTION                    | END BALANCE          |                      | YTD BALANCE          |                      | ACTIVITY FOR MONTH 02/28/21 | AVAILABLE BALANCE   |               | % BDGT USED |
|---|--------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------------|---------------------|---------------|-------------|
|   |                                | 06/30/2020           | 2020-21              | 02/28/2021           | 02/29/2020           |                             | NORM (ABNORM)       | NORM (ABNORM) |             |
| Fund 591 - WATER FUND                     |                                |                      |                      |                      |                      |                             |                     |               |             |
| Expenditures                              |                                |                      |                      |                      |                      |                             |                     |               |             |
| 591-544.000-850.000                       | INSURANCE                      | 14,142.76            | 15,750.00            | 9,655.88             | 9,506.81             | 1,351.57                    | 6,094.12            | 61.31         |             |
| 591-544.000-861.000                       | TRAINING & SEMINARS            | 1,360.00             | 2,000.00             | (225.00)             | 330.00               | 0.00                        | 2,225.00            | (11.25)       |             |
| 591-544.000-920.400                       | UTILITIES - GAS                | 310.65               | 0.00                 | 0.00                 | 0.00                 | 0.00                        | 0.00                | 0.00          |             |
| 591-544.000-921.000                       | INTERDEPARTMENTAL EXPENSE      | 2,246.00             | 2,500.00             | 1,641.00             | 1,381.00             | 289.00                      | 859.00              | 65.64         |             |
| 591-544.000-930.000                       | REPAIRS & MAINTENANCE          | 104,092.82           | 75,000.00            | 43,983.37            | 77,835.86            | 10,485.37                   | 31,016.63           | 58.64         |             |
| 591-544.000-968.000                       | DEPRECIATION                   | 126,803.28           | 135,500.00           | 86,350.71            | 84,238.77            | 11,458.52                   | 49,149.29           | 63.73         |             |
| <b>TOTAL EXPENDITURES</b>                 |                                | <b>450,756.94</b>    | <b>474,740.00</b>    | <b>280,796.42</b>    | <b>303,473.29</b>    | <b>39,891.67</b>            | <b>193,943.58</b>   | <b>59.15</b>  |             |
| Net - Dept 544.000 - DISTRIBUTION         |                                | (450,756.94)         | (474,740.00)         | (280,796.42)         | (303,473.29)         | (39,891.67)                 | (193,943.58)        |               |             |
| Dept 545.000 - PURIFICATION               |                                |                      |                      |                      |                      |                             |                     |               |             |
| Expenditures                              |                                |                      |                      |                      |                      |                             |                     |               |             |
| 591-545.000-702.000                       | WAGES                          | 45,181.09            | 46,400.00            | 25,505.64            | 24,831.81            | 2,146.69                    | 20,894.36           | 54.97         |             |
| 591-545.000-703.000                       | OVERTIME PAY                   | 8,175.86             | 5,000.00             | 4,823.45             | 5,758.50             | 602.87                      | 176.55              | 96.47         |             |
| 591-545.000-720.000                       | EMPLOYER'S FICA                | 3,704.59             | 3,935.00             | 2,121.37             | 2,176.02             | 203.07                      | 1,813.63            | 53.91         |             |
| 591-545.000-725.100                       | MISCELLANEOUS FRINGE EXPENSE   | 30,287.76            | 34,920.00            | 15,575.10            | 19,454.79            | 788.89                      | 19,344.90           | 44.60         |             |
| 591-545.000-726.000                       | SUPPLIES                       | 761.49               | 0.00                 | 0.00                 | 8.18                 | 0.00                        | 0.00                | 0.00          |             |
| 591-545.000-727.100                       | SUPPLIES - POTASSIUM PERMAGANA | 3,564.99             | 14,000.00            | 3,564.99             | 0.00                 | 0.00                        | 10,435.01           | 25.46         |             |
| 591-545.000-727.200                       | SUPPLIES - SODIUM HYPOCHLORITE | 15,862.70            | 15,000.00            | 20,952.90            | 8,928.00             | 4,526.00                    | (5,952.90)          | 139.69        |             |
| 591-545.000-727.300                       | SUPPLIES - FLOURIDE            | 4,084.24             | 5,000.00             | 1,572.00             | 2,003.24             | 0.00                        | 3,428.00            | 31.44         |             |
| 591-545.000-727.400                       | SUPPLIES - PHOSPHATE           | 21,052.42            | 17,000.00            | 8,524.04             | 12,592.80            | 0.00                        | 8,475.96            | 50.14         |             |
| 591-545.000-801.000                       | CONTRACTUAL SERVICES           | 2,488.29             | 2,000.00             | 1,629.49             | 270.00               | 1,060.06                    | 370.51              | 81.47         |             |
| 591-545.000-850.000                       | INSURANCE                      | 6,334.33             | 8,400.00             | 3,971.65             | 4,446.56             | 570.48                      | 4,428.35            | 47.28         |             |
| 591-545.000-920.400                       | UTILITIES - GAS                | 2,362.86             | 0.00                 | 248.96               | 1,348.21             | 0.00                        | (248.96)            | 100.00        |             |
| 591-545.000-921.000                       | INTERDEPARTMENTAL EXPENSE      | 74,607.00            | 143,500.00           | 54,172.00            | 48,657.00            | 7,103.00                    | 89,328.00           | 37.75         |             |
| 591-545.000-930.000                       | REPAIRS & MAINTENANCE          | 14,874.39            | 15,000.00            | 7,768.13             | 9,605.40             | 2,950.79                    | 7,231.87            | 51.79         |             |
| 591-545.000-968.000                       | DEPRECIATION                   | 62,097.33            | 75,000.00            | 44,848.68            | 41,479.15            | 8,125.66                    | 30,151.32           | 59.80         |             |
| <b>TOTAL EXPENDITURES</b>                 |                                | <b>295,439.34</b>    | <b>385,155.00</b>    | <b>195,278.40</b>    | <b>181,559.66</b>    | <b>28,077.51</b>            | <b>189,876.60</b>   | <b>50.70</b>  |             |
| Net - Dept 545.000 - PURIFICATION         |                                | (295,439.34)         | (385,155.00)         | (195,278.40)         | (181,559.66)         | (28,077.51)                 | (189,876.60)        |               |             |
| <b>TOTAL REVENUES</b>                     |                                | <b>1,704,272.89</b>  | <b>1,790,470.00</b>  | <b>1,173,434.83</b>  | <b>1,071,586.88</b>  | <b>139,019.44</b>           | <b>617,035.17</b>   | <b>65.54</b>  |             |
| <b>TOTAL EXPENDITURES</b>                 |                                | <b>1,260,783.47</b>  | <b>1,513,500.00</b>  | <b>826,571.00</b>    | <b>820,407.52</b>    | <b>116,598.84</b>           | <b>686,929.00</b>   | <b>54.61</b>  |             |
| <b>NET OF REVENUES &amp; EXPENDITURES</b> |                                | <b>443,489.42</b>    | <b>276,970.00</b>    | <b>346,863.83</b>    | <b>251,179.36</b>    | <b>22,420.60</b>            | <b>(69,893.83)</b>  | <b>125.24</b> |             |
| <b>TOTAL REVENUES - ALL FUNDS</b>         |                                |                      |                      |                      |                      |                             |                     |               |             |
| <b>TOTAL EXPENDITURES - ALL FUNDS</b>     |                                | <b>17,021,458.80</b> | <b>17,290,250.00</b> | <b>11,818,760.35</b> | <b>11,479,117.41</b> | <b>1,460,442.84</b>         | <b>5,471,489.65</b> | <b>68.36</b>  |             |
| <b>NET OF REVENUES &amp; EXPENDITURES</b> |                                | <b>14,888,871.74</b> | <b>16,404,322.00</b> | <b>10,096,520.06</b> | <b>9,763,157.57</b>  | <b>1,299,534.27</b>         | <b>6,307,801.94</b> | <b>61.55</b>  |             |
| <b>NET OF REVENUES &amp; EXPENDITURES</b> |                                | <b>2,132,587.06</b>  | <b>885,928.00</b>    | <b>1,722,240.29</b>  | <b>1,715,959.84</b>  | <b>160,908.57</b>           | <b>(836,312.29)</b> | <b>194.40</b> |             |

**Hillsdale Board of Public Utilities  
Capital Projects  
Electric Fund (582)  
February 28, 2021**

| FYE 2021                               | Project # | Budget       | Encumbered | Spent      | Balance      |
|--|-----------|--------------|------------|------------|--------------|
| Distribution Automation and Monitoring | 191002    | 50,000.00    | -          |            | 50,000.00    |
| Voltage Upgrade                        | 191006    | 500,000.00   | -          | 151,991.85 | 348,008.15   |
| Distribution Expansion & Upgrade       | 201001    | 50,000.00    | -          | 67,793.68  | (17,793.68)  |
| Substation Equipment Updates           | 201002    | 2,059,500.00 | -          | 15,508.46  | 2,043,991.54 |
| Pole Condition Survey/Testing          | 201008    | 140,000.00   | -          | 21,024.16  | 118,975.84   |
| New Storage/Equipment Building         |           | 110,000.00   |            |            | 110,000.00   |
| Relace Digger Truck 39-03              | 158       | 325,000.00   | 308,320.00 |            | 16,680.00    |
| BPU Office Sidewalk & Parking Lot      | 204002    | 28,400.00    | -          | 32,816.70  | (4,416.70)   |
|  |           | 3,262,900.00 | 308,320.00 | 289,134.85 | 2,665,445.15 |

**Cash/Investments Availability**

**Electric Fund (582)**

|   |                        |
|---|------------------------|
| Checking  | \$ 3,654,728.79        |
| Huntington Capital Investments                    | \$ 5,804,472.04        |
| MSCPA Rate Stabilization Fund                     | \$ 477,943.00          |
| Total Cash/Investments                            | <u>\$ 9,937,143.83</u> |
| Reserve Requirement                               | \$ (2,660,420.00)      |
| Cash available for Capital Projects at 02-28-2021 | <u>\$ 7,276,723.83</u> |

| <b>Electric Cash Reserve Requirements:</b>                                |  | Based FYE 2020 Audit Figures |                       |
|---|--|------------------------------|-----------------------|
| Cash Flow Criteria  | Percentage of item to be held as Cash or Cash equivalent | Yearly Value                 | Cash Reserve Required |
| Annual Non Fuel and Annual Non Purchased Power Expenses less depreciation | 12.3%  | \$ 3,168,271.00              | 389,697.33            |
| Annual Purchased Power Cost Including Debt                                | 4.7%   | \$ 8,324,832.00              | 391,267.10            |
| Historical Value of Assets  | 3.0%   | \$ 30,621,852.00             | 918,655.56            |
| Annual Debt Payments Not Included in Purchased Power                      | 100.0%   | \$ -                         | -                     |
| Five Year Capital Plan Not Funded By Debt                                 | 20.0%  | \$ 4,804,000.00              | 960,800.00            |
| Total Cash Reserve Requirements   |  |                              | 2,660,420.00          |

**Hillsdale Board of Public Utilities  
Capital Projects  
Sewer Fund (590)  
February 28, 2021**

| FYE 2021                          | Project # | Budget            | Encumbered | Spent            | Balance          |
|-----------------------------------|-----------|-------------------|------------|------------------|------------------|
| North Clarifier Sweep Replacement | 212001    | 37,000.00         | -          | 36,705.02        | 294.98           |
| MCC Panel Replacement WWTP        |           | 20,000.00         |            |                  | 20,000.00        |
| Replace Sewer Line - Elm Court    |           | 66,763.00         |            |                  | 66,763.00        |
| Tertiary VFD Controls             | 212002    | 43,000.00         | -          | 41,210.00        | 1,790.00         |
| Aerator Gear Box                  |           | 7,000.00          |            |                  |                  |
| Manhole Repair & Replacement      |           | 20,000.00         |            |                  |                  |
| BPU Office Sidewalk & Parking Lot | 204002    | 14,200.00         | -          | 16,108.35        | (1,908.35)       |
|                                   |           | <u>207,963.00</u> | <u>-</u>   | <u>94,023.37</u> | <u>86,939.63</u> |

**Cash/Investments Availability**

**Sewer Fund (590)**

|   |                        |
|---|------------------------|
| Checking  | \$ 730,485.34          |
| Sewer SRF Checking                                | -                      |
| Debt Service                                      | 599,546.56             |
| Bond Reserve                                      | 603,923.72             |
| Total Cash/Investments                            | <u>\$ 1,933,955.62</u> |
| Reserve Requirement                               | \$ (983,758.96)        |
| Cash available for Capital Projects at 02-28-2021 | <u>\$ 950,196.66</u>   |

| <b><u>Sewer Cash Reserve Requirements:</u></b> |   | Based FYE 2020 Audit Figures |                              |
|--|---|------------------------------|------------------------------|
| <b>Cash Flow Criteria</b>                      | <b>Percentage of item to be held as Cash or Cash equivalent</b> | <b>Yearly Value</b>          | <b>Cash Reserve Required</b> |
| Annual operating expenses less depreciation    | 12.30%  | \$ 1,302,628.00              | \$ 160,223.24                |
| Historical Value of Assets                     | 0.50%   | \$ 15,757,343.00             | \$ 78,786.72                 |
| Annual debt payments                           | 100%  | \$ 389,349.00                | \$ 389,349.00                |
| Five Year Capital Plan Not Funded By Debt      | 20%   | \$ 1,777,000.00              | \$ 355,400.00                |
|  |   |                              | \$ -                         |
| <b>Total Cash Reserve Requirements</b>         |   |                              | <b>\$ 983,758.96</b>         |

**BPU  
Capital Projects  
Water Fund (591)  
February 28, 2021**

| FYE 2021                                       | Project # | Budget              | Encumbered        | Spent             | Balance           |
|--|-----------|---------------------|-------------------|-------------------|-------------------|
| Replace Media in Two Water Filters             | 203001    | 455,500.00          | -                 | 691,084.17        | (235,584.17)      |
| Well Maintenance                               | 213002    | 26,000.00           | 14,733.00         | 17,084.25         | (5,817.25)        |
| Replacement PLC at WTP                         | 213003    | 87,000.00           | 98,645.00         |                   | (11,645.00)       |
| AMI Water Meter Node Replacement               | 213004    | 22,000.00           | -                 | 20,196.00         | 1,804.00          |
| Uran Street Water Tower Maintenance            | 213006    | 700,000.00          | -                 | 6,500.00          | 693,500.00        |
| Replace High Service Pump VFD's                |           | 32,100.00           |                   |                   | 32,100.00         |
| Replacement of Water Main on Arbor Ct & Elm Ct |           | 200,000.00          |                   |                   | 200,000.00        |
| BPU Office Sidewalk & Parking Lot              | 204002    | 14,200.00           | -                 | 16,108.35         | (1,908.35)        |
|  |           | <u>1,536,800.00</u> | <u>113,378.00</u> | <u>750,972.77</u> | <u>672,449.23</u> |

**Cash/Investments Availability**

**Water FUND (591)**

|   |                      |
|---|----------------------|
| Checking  | \$ (34,124.49)       |
| Huntington Capital Improvement Investment         | 726,496.80           |
| Total Cash/Investments                            | <u>\$ 692,372.31</u> |
| Reserve Requirement                               | \$ (679,558.00)      |
| Cash available for Capital Projects at 02-28-2021 | <u>\$ 12,814.31</u>  |

| <b>Water Cash Reserve Requirements:</b>     |  | Based FYE 2020 Audit Figures |                       |
|---|--|------------------------------|-----------------------|
| Cash Flow Criteria                          | Percentage of item to be held as Cash or Cash equivalent | Yearly Value                 | Cash Reserve Required |
| Annual operating expenses less depreciation | 12.30%   | \$ 1,374,144.00              | \$ 169,019.71         |
| Historical Value of Assets                  | 0.50%  | \$ 6,357,858.00              | \$ 31,789.29          |
| Annual debt payments                        | 100%   | \$ 39,349.00                 | \$ 39,349.00          |
| Five Year Capital Plan Not Funded By Debt   | 20%  | \$ 2,197,000.00              | \$ 439,400.00         |
|   |  |                              | \$ -                  |
| <b>Total Cash Reserve Requirements</b>      |  |                              | <b>\$ 679,558.00</b>  |



**MISO Market Summary  
February-21**

| <u>MISO Energy and Administration Expenses</u> | <u>Current<br/>Month</u> | <u>Year<br/>To-Date</u> |
|--|--------------------------|-------------------------|
|  | \$                       | \$                      |
| MISO S7 & S14 Energy Expenses                  | \$1,795,047.44           | \$12,158,062.29         |
| MISO S55 & S105 Energy Expenses (meter recon)  | \$186,618.18             | \$241,798.58            |
| Spare adjustment line                          | \$0.00                   | \$21,600.00             |
| FTR's allocated based on substation load       | \$164,884.51             | \$292,112.54            |
| PJM Charges (unaccounted and bookouts)         | -\$1,154.96              | -\$7,921.85             |
| Spare adjustment line                          | \$0.00                   | \$13,363.59             |
| Net MISO Administrative Expenses               | \$77,507.63              | \$287,547.52            |
| <b>Subtotal</b>                                | <b>\$2,222,902.80</b>    | <b>\$13,006,562.67</b>  |

**MISCPA PY20-21 Capacity Breakdown**

|                                    |                   |                     |
|------------------------------------|-------------------|---------------------|
| MISO Capacity Charge-Base Auction  | 73,619.26         | 767,129.81          |
| MISO Capacity UP Hydro Zone 2      | 39,173.67         | 313,389.33          |
| MISO Capacity Prairie State Zone 4 | 76,811.25         | 614,490.00          |
| MISO Capacity AMP Hydro 1 Zone 6   | 72,970.58         | 583,764.67          |
| AMP Bilateral Capacity Charge      | 116,563.05        | 982,575.12          |
| AMP Solar Capacity Charge          | 5,483.00          | 43,864.00           |
| AMP Prairie State Capacity Zone 4  | 1,521.00          | 12,168.00           |
| AMP Hydro 1 Capacity Zone 6        | 1,444.79          | 11,558.34           |
| <b>Subtotal</b>                    | <b>387,586.60</b> | <b>3,328,939.27</b> |

**Costs Allocated to Members**

|  | Clinton | Coldwater | Hillsdale | Marshall | Union City | Total   |
|--|---------|-----------|-----------|----------|------------|---------|
| MISO Substation Load %                   | 3.23%   | 61.91%    | 17.38%    | 15.06%   | 2.43%      | 100.00% |
| MISO Base and AMP Bi-Lateral Capacity %  | 5.32%   | 59.40%    | 1.19%     | 32.42%   | 1.66%      | 100.00% |
| MISO/AMP Capacity UP Hydro Zone 2 % (P1) | 6.50%   | 40.00%    | 25.50%    | 24.00%   | 4.00%      | 100.00% |
| MISO/AMP Capacity Prairie State Zone 4 % | 0.00%   | 83.34%    | 0.00%     | 16.66%   | 0.00%      | 100.00% |
| MISO/AMP Capacity AMP Hydro 1 Zone 6 %   | 5.23%   | 48.51%    | 25.37%    | 20.89%   | 0.00%      | 100.00% |
| AMP Capacity Solar Phase II %            | 0.00%   | 100.00%   | 0.00%     | 0.00%    | 0.00%      | 100.00% |

**Capacity Charges by Member**

|                                    | Clinton             | Coldwater            | Hillsdale           | Marshall            | Union City         | Total                |
|------------------------------------|---------------------|----------------------|---------------------|---------------------|--------------------|----------------------|
| MISO Base Capacity                 | \$ 3,918.86         | \$ 43,731.72         | \$ 873.17           | \$ 23,870.24        | \$ 1,225.27        | \$ 73,619.26         |
| MISO UP Hydro Capacity Zone 2      | \$ 2,546.29         | \$ 15,669.46         | \$ 9,989.29         | \$ 9,401.68         | \$ 1,566.95        | \$ 39,173.67         |
| MISO Prairie State Capacity Zone 4 | \$ -                | \$ 64,011.52         | \$ -                | \$ 12,799.73        | \$ -               | \$ 76,811.25         |
| MISO AMP Hydro 1 Capacity Zone 6   | \$ 3,814.17         | \$ 35,395.52         | \$ 18,515.09        | \$ 15,245.80        | \$ -               | \$ 72,970.58         |
| AMP Bilateral Capacity Zone 7      | \$ 6,204.82         | \$ 69,241.44         | \$ 1,382.51         | \$ 37,794.30        | \$ 1,939.99        | \$ 116,563.06        |
| AMP Solar Phase II Capacity Zone 7 | \$ -                | \$ 5,483.00          | \$ -                | \$ -                | \$ -               | \$ 5,483.00          |
| AMP Prairie State Capacity Zone 4  | \$ -                | \$ 1,267.54          | \$ -                | \$ 253.46           | \$ -               | \$ 1,521.00          |
| AMP Hydro 1 Capacity Zone 6        | \$ 75.52            | \$ 700.82            | \$ 366.59           | \$ 301.86           | \$ -               | \$ 1,444.79          |
| <b>Subtotal</b>                    | <b>\$ 16,559.66</b> | <b>\$ 235,501.02</b> | <b>\$ 31,126.65</b> | <b>\$ 99,667.07</b> | <b>\$ 4,732.21</b> | <b>\$ 387,586.61</b> |

**MISO ancillary services, ARRs and FTRs:**

|  |             |               |              |              |             |               |
|--|-------------|---------------|--------------|--------------|-------------|---------------|
| Other MISO Expenses (MISO Substation Load %) | \$ 7,830.77 | \$ 150,058.51 | \$ 42,115.69 | \$ 36,493.19 | \$ 5,893.98 | \$ 242,392.14 |
|--|-------------|---------------|--------------|--------------|-------------|---------------|

**Transmission Summary  
February-21**

| Transmission Expenses                                   | Current              | Year                   | Allocation Basis       |
|---|----------------------|------------------------|------------------------|
|   | Month                | To-Date                |                        |
|   | \$                   | \$                     |                        |
| Clinton Wholesale Distribution Service                  | \$ 10,622.24         | \$ 101,875.11          | Charged to Clinton     |
| MISO Transmission Charges                               | 161,175.32           | 1,446,829.36           | Calculated CONS Load % |
| MISO Transmission 121.5 MW less Actual Entitlement Used | 11,110.74            | 245,204.52             | 121.5MW less Used %    |
| MISO Transmission Excess over 121.5 MW                  | -                    | 62,473.13              | Excess Load %          |
| MISO Transmission Adjustments                           | 139.40               | 17,003.51              | Calculated CONS Load % |
| MISO Schedule 26 A                                      | 91,237.46            | 828,719.59             | MISO Substation Load % |
| MISO Schedule 26 A Adjustments                          | -                    | -                      | MISO Substation Load % |
| Deferred GFA MISO Payback Allocation                    | -                    | -                      | P1 plus Need %         |
| ARR MISO Allocation                                     | (2,654.39)           | (43,892.89)            | Total Energy %         |
| EHV Maintenance   | -                    | 2,737.75               | Project 1%             |
| NERC Expenses   | -                    | -                      | MISO CONS Load%        |
| <b>Total Transmission Expenses</b>                      | <b>\$ 271,630.77</b> | <b>\$ 2,660,950.08</b> |                        |

**Costs Allocated to Members**

|   | Clinton | Coldwater | Hillsdale | Marshall | Union City | Total   |
|---|---------|-----------|-----------|----------|------------|---------|
| MISO Calculated CONS Load %                 | 0.00%   | 55.88%    | 21.86%    | 18.89%   | 3.37%      | 100.00% |
| MISO 121.5MW less Actual Entitlement Used % | 0.00%   | 100.00%   | 0.00%     | 0.00%    | 0.00%      | 100.00% |
| MISO Excess Load % (above 121.5MW)          | 0.00%   | 0.00%     | 0.00%     | 0.00%    | 0.00%      | 0.00%   |
| MISO Substation Load %                      | 3.23%   | 61.91%    | 17.38%    | 15.06%   | 2.43%      | 100.00% |
| MISO Deferred GFA %                         | 4.70%   | 53.96%    | 21.72%    | 17.24%   | 2.38%      | 100.00% |
| ARR Total Energy %                          | 3.23%   | 61.91%    | 17.38%    | 15.06%   | 2.43%      | 100.00% |
| MISO CONS Load %                            | 0.00%   | 61.31%    | 15.80%    | 19.54%   | 3.35%      | 100.00% |
| Project 1 %                                 | 6.50%   | 40.00%    | 25.50%    | 24.00%   | 4.00%      | 100.00% |

**Transmission Expenses Allocated by Member**

|  | Clinton             | Coldwater            | Hillsdale           | Marshall            | Union City         | Total                |
|--|---------------------|----------------------|---------------------|---------------------|--------------------|----------------------|
| Clinton Wholesale Distribution Service                 | \$ 10,622.24        | \$ -                 | \$ -                | \$ -                | \$ -               | \$ 10,622.24         |
| MISO Transmission based on Calculated CONS Load %      | \$ -                | \$ 90,072.04         | \$ 35,230.05        | \$ 30,446.08        | \$ 5,427.15        | \$ 161,175.32        |
| MISO 121.5 MW less Actual Entitlement Used %           | \$ -                | \$ 11,110.74         | \$ -                | \$ -                | \$ -               | \$ 11,110.74         |
| MISO above 121.5 MW Transmission on MISO Excess Load % | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| MISO 121.5 MW excess allocation adjustment (internal)  | \$ (2,915.30)       | \$ 12,748.32         | \$ (4,419.93)       | \$ (4,700.02)       | \$ (713.07)        | \$ -                 |
| MISO Transmission Adjustments on Calculated CONS Load% | \$ -                | \$ 77.91             | \$ 30.47            | \$ 26.33            | \$ 4.69            | \$ 139.40            |
| MISO Schedule 26 A on MISO Substation Load %           | \$ 2,947.53         | \$ 56,482.68         | \$ 15,852.53        | \$ 13,736.20        | \$ 2,218.52        | \$ 91,237.46         |
| MISO Schedule 26 A Adjustment on MISO Substation Load% | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| MISO Deferred GFA on Deferred GFA %                    | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| MISO ARR Allocation based on MISO Total Energy %       | \$ (85.75)          | \$ (1,643.27)        | \$ (461.20)         | \$ (399.63)         | \$ (64.54)         | \$ (2,654.39)        |
| NERC based on MISO CONS Load%                          | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| Other Expenses based on Project 1 %                    | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| <b>Total Transmission Expenses</b>                     | <b>\$ 10,568.72</b> | <b>\$ 168,848.42</b> | <b>\$ 46,231.92</b> | <b>\$ 39,108.96</b> | <b>\$ 6,872.75</b> | <b>\$ 271,630.77</b> |
| Misc transmission adjustment                           | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| Transmission Expenses 31.5 MW                          | \$ -                | \$ -                 | \$ -                | \$ -                | \$ -               | \$ -                 |
| <b>Total Transmission Costs</b>                        | <b>\$ 10,568.72</b> | <b>\$ 168,848.42</b> | <b>\$ 46,231.92</b> | <b>\$ 39,108.96</b> | <b>\$ 6,872.75</b> | <b>\$ 271,630.77</b> |

**MISO Monthly Transmission Split**

**CONS only--does not apply to Clinton**

|   | Clinton | Coldwater | Hillsdale | Marhall | Union City | Total   | Cost Per MW |
|---|---------|-----------|-----------|---------|------------|---------|-------------|
| CONS Load & HE (2/15/2021 @ H.E. 19:00) |         | 49,853    | 12,848    | 15,886  | 2,726      | 81,313  |             |
| Loss Factor                             | 3.4093% | 1,700     | 438       | 542     | 93         | 2,773   |             |
| CONS with Losses                        |         | 51,553    | 13,286    | 16,428  | 2,819      | 84,086  |             |
| MISO Adjustment                         |         | -         | -         | -       | -          | -       |             |
| BTM Load                                |         | 3,042     | 5,723     | -       | 109        | 8,874   |             |
| Load Billed                             |         | 54,595    | 19,009    | 16,428  | 2,928      | 92,960  |             |
| 1st 121.5 MW Entitlement                | 7,898   | 48,600    | 30,983    | 29,160  | 4,860      | 121,500 |             |
| Excess > 121.5 MW Entitlement           | -       | 5,995     | -         | -       | -          | 5,995   |             |

**Billing:**

|  |   |              |              |              |             |               |             |
|--|---|--------------|--------------|--------------|-------------|---------------|-------------|
| <b>1st Allocation-Entitlement used:</b>          |   |              |              |              |             |               |             |
| Actual 121.5 MW Entitlement used                 |   | 48,600       | 19,009       | 16,428       | 2,928       | 86,965        |             |
| Calculated Load %                                |   | 55.88%       | 21.86%       | 18.89%       | 3.37%       | 100.00%       |             |
| Actual used Cost Allocation                      | A | \$ 90,072.04 | \$ 35,230.05 | \$ 30,446.08 | \$ 5,427.15 | \$ 161,175.32 | \$ 1,853.33 |
| <b>2nd Allocation--121.5 MW less used:</b>       |   |              |              |              |             |               |             |
| 121.5 MW less Actual Entitlement Used            |   | 5,995        | -            | -            | -           | 5,995         |             |
| Excess Calculated Load %                         |   | 100.00%      | 0.00%        | 0.00%        | 0.00%       | 100.00%       |             |
| 121.5 MW less Actual Used Cost                   | B | \$ 11,110.74 | \$ -         | \$ -         | \$ -        | \$ 11,110.74  | \$ 1,853.33 |
| <b>3rd Allocation-Excess usage over 121.5MW:</b> |   |              |              |              |             |               |             |
| Excess over 121.5 MW                             |   | -            | -            | -            | -           | -             |             |
| Excess Calculated Load %                         |   | 0.00%        | 0.00%        | 0.00%        | 0.00%       | 0.00%         |             |
| Excess over 121.5 MW Cost                        | C | \$ -         | \$ -         | \$ -         | \$ -        | \$ -          | \$ -        |

MISO Transmission Charges      A + B + C      \$ 101,182.78    \$ 35,230.05    \$ 30,446.08    \$ 5,427.15    \$ 172,286.06

Cost Per MW Used      \$ 1,853.34    \$ 1,853.33    \$ 1,853.33    \$ 1,853.33    \$ 1,853.34

**Transmission Sharing Rate Calculation**

|   | Clinton       | Coldwater    | Hillsdale     | Marshall      | Union City  | Total          |
|---|---------------|--------------|---------------|---------------|-------------|----------------|
| Transmission load (actual)                          | -             | 54,595       | 19,009        | 16,428        | 2,928       | 92,960         |
| Transmission entitlement of 121.5MW (PI allocation) | 7,898         | 48,600       | 30,983        | 29,160        | 4,860       | 121,500        |
| MW unused entitlement                               | 7,898         | -            | 11,973        | 12,732        | 1,932       | 34,535         |
| % unused entitlement                                | 22.87%        | 0.00%        | 34.67%        | 36.87%        | 5.59%       | 100.00%        |
| Transmission adjustment charge                      | \$ -          | \$ 12,748.32 | \$ -          | \$ -          | \$ -        | \$ 12,748.32   |
| Transmission adjustment credit                      | \$ (2,915.30) | \$ -         | \$ (4,419.93) | \$ (4,700.02) | \$ (713.07) | \$ (12,748.32) |

**MISO Transmission Charges and Credits**

|                                      |                    |                     |                    |                    |                   |                     |
|--------------------------------------|--------------------|---------------------|--------------------|--------------------|-------------------|---------------------|
| Transmission Charges (above)         | \$0.00             | \$101,182.78        | \$35,230.05        | \$30,446.08        | \$5,427.15        | \$172,286.06        |
| Transmission Sharing Rate adjustment | -\$2,915.30        | \$12,748.32         | -\$4,419.93        | -\$4,700.02        | -\$713.07         | \$0.00              |
| <b>subtotal</b>                      | <b>-\$2,915.30</b> | <b>\$113,931.10</b> | <b>\$30,810.12</b> | <b>\$25,746.06</b> | <b>\$4,714.08</b> | <b>\$172,286.06</b> |

|        | Clinton     | Coldwater    | Hillsdale   | Marshall    | Union City | Total         |
|--------|-------------|--------------|-------------|-------------|------------|---------------|
| Charge | \$ -        | \$ 12,748.32 | \$ -        | \$ -        | \$ -       | \$ 12,748.32  |
| Credit | -\$2,915.30 | \$0.00       | -\$4,419.93 | -\$4,700.02 | -\$713.07  | \$(12,748.32) |
| Net    | -\$2,915.30 | \$12,748.32  | -\$4,419.93 | -\$4,700.02 | -\$713.07  | \$0.00        |

**Transmission Sharing Rate Calculation**

|   |                 |  |  |  |  |   |
|---|-----------------|--|--|--|--|---|
| Excess MW over entitlement              | 5.995 MW        |  |  |  |  |   |
| MISO METC transmission rate             | \$5,306.43 / MW |  |  |  |  |   |
| 75% MISO METC transmission rate         | \$3,979.83 / MW |  |  |  |  | <----Transmission Sharing Rate (75% of MISO METC transmission rate) |
| Portion of Sharing Rate paid to MISO    | \$1,853.33 / MW |  |  |  |  | <----portion paid to MISO   |
| Portion credited to other MSCPA Members | \$2,126.49 / MW |  |  |  |  | <----portion credited to other Members based on unused entitlement  |

**Administration  
February-21**

| <u>Administration Expenses</u>          | <u>Current Month</u><br>\$ | <u>Year To-Date</u><br>\$ | <u>Annual Budget</u><br>\$ | <u>% YTD to Budget</u> | <u>Allocation Basis</u>  |
|---|----------------------------|---------------------------|----------------------------|------------------------|--------------------------|
| Outside Consultants (65% of AMP Fee)    | \$11,750.00                | \$94,000.00               | \$141,000.00               | 66.67%                 | Prior Year Energy Avg    |
| Outside Consultants (35% of AMP Fee)    | \$6,250.00                 | \$50,000.00               | \$75,000.00                | 66.67%                 | Even Split               |
| Outside Consultants (non-AMP)           | \$262.50                   | \$3,100.00                | \$21,600.00                | 14.35%                 | Even Split               |
| Regulatory Commission Expense (NERC)    | \$8,203.95                 | \$24,422.42               | \$33,000.00                | 74.01%                 | Prior Year Energy Avg    |
| Memberships and Dues                    | \$1,000.00                 | \$1,250.00                | \$1,250.00                 | 100.00%                | Even Split               |
| Investment Management Fees              | \$635.24                   | \$5,751.98                | \$12,000.00                | 47.93%                 | Even Split               |
| Audit & Financial Fees                  | \$0.00                     | \$25,052.48               | \$25,000.00                | 100.21%                | Even Split               |
| Supplies and Maintenance Expense        | \$840.41                   | \$8,830.06                | \$11,220.00                | 78.70%                 | Prior Year Energy Avg    |
| Building Lease                          | \$900.00                   | \$7,200.00                | \$10,800.00                | 66.67%                 | Prior Year Energy Avg    |
| Insurance                               | \$4,518.67                 | \$36,149.39               | \$87,700.00                | 41.22%                 | Prior Year Energy Avg    |
| MIRECS Compliance Expense (direct bill) | \$0.00                     | \$2,611.77                | \$40,000.00                | 6.53%                  | Direct Bill              |
| Defined Benefit Pension                 | \$37,500.00                | \$300,000.00              | \$450,000.00               | 66.67%                 | Project I                |
| Member Cyber Insurance (direct bill)    | \$0.00                     | \$37,741.54               | \$44,000.00                | 85.78%                 | Direct Bill              |
| Legal/Other (transmission)              | \$0.00                     | \$28,371.50               | \$30,000.00                | 94.57%                 | Transmission Entitlement |
| Legal/Other (non-transmission)          | \$1,891.70                 | \$3,016.70                | \$30,000.00                | 10.06%                 | Prior Year Energy Avg    |
| Legal/Other (direct bill)               | \$0.00                     | \$24,625.49               | \$0.00                     | 0.00%                  | Direct Bill              |
| MISC Expenses                           | \$0.00                     | \$17,890.75               | \$0.00                     | 0.00%                  | Various                  |
| Other Fringe Benefits                   | \$0.00                     | \$7,554.53                | \$0.00                     | 0.00%                  | Prior Year Energy Avg    |
| <b>Total Administrative Costs</b>       | <b>\$73,752.47</b>         | <b>\$677,568.61</b>       | <b>\$1,012,570.00</b>      | <b>66.92%</b>          |                          |

**Costs Allocated to Members**

|                           | <u>Clinton</u> | <u>Coldwater</u> | <u>Hillsdale</u> | <u>Marshall</u> | <u>Union City</u> | <u>Total</u> |
|---------------------------|----------------|------------------|------------------|-----------------|-------------------|--------------|
| Prior Year Energy Average | 3.06%          | 63.71%           | 16.61%           | 14.33%          | 2.28%             | 100.00%      |
| Project 1                 | 6.50%          | 40.00%           | 25.50%           | 24.00%          | 4.00%             | 100.00%      |
| Even Split                | 20.00%         | 20.00%           | 20.00%           | 20.00%          | 20.00%            | 100.00%      |

**Admin Expenses Allocated by Member**

|   | <u>Clinton</u>    | <u>Coldwater</u>   | <u>Hillsdale</u>   | <u>Marshall</u>    | <u>Union City</u> | <u>Total</u>       |
|---|-------------------|--------------------|--------------------|--------------------|-------------------|--------------------|
| Outside Consultants (65% of AMP Fee)    | \$360.11          | \$7,486.10         | \$1,951.60         | \$1,684.03         | \$268.15          | \$11,750.00        |
| Outside Consultants (35% of AMP Fee)    | \$1,250.00        | \$1,250.00         | \$1,250.00         | \$1,250.00         | \$1,250.00        | \$6,250.00         |
| Outside Consultants (non-AMP)           | \$52.50           | \$52.50            | \$52.50            | \$52.50            | \$52.50           | \$262.50           |
| Regulatory Commission Expense (NERC)    | \$251.44          | \$5,226.86         | \$1,362.62         | \$1,175.80         | \$187.23          | \$8,203.95         |
| Memberships and Dues                    | \$200.00          | \$200.00           | \$200.00           | \$200.00           | \$200.00          | \$1,000.00         |
| Investment Management Fees              | \$127.05          | \$127.05           | \$127.05           | \$127.05           | \$127.05          | \$635.24           |
| Audit & Financial Fees                  | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| Supplies and Maintenance Expense        | \$25.76           | \$535.44           | \$139.59           | \$120.45           | \$19.18           | \$840.41           |
| Building Lease                          | \$27.58           | \$573.40           | \$149.48           | \$128.99           | \$20.54           | \$900.00           |
| Insurance                               | \$138.49          | \$2,878.92         | \$750.52           | \$647.62           | \$103.12          | \$4,518.67         |
| MIRECS Compliance Expense (direct bill) | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| Defined Benefit Pension                 | \$2,437.50        | \$15,000.00        | \$9,562.50         | \$9,000.00         | \$1,500.00        | \$37,500.00        |
| Member Cyber Insurance (direct bill)    | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| Legal/Other (transmission)              | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| Legal/Other (non-transmission)          | \$57.98           | \$1,205.23         | \$314.20           | \$271.12           | \$43.17           | \$1,891.70         |
| Legal/Other (direct bill)               | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| MISC Expenses                           | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| Other Fringe Benefits                   | \$0.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00            | \$0.00             |
| <b>Total Administrative Costs</b>       | <b>\$4,928.40</b> | <b>\$34,535.50</b> | <b>\$15,860.06</b> | <b>\$14,657.57</b> | <b>\$3,770.94</b> | <b>\$73,752.47</b> |

|   |             |              |              |              |             |               |
|---|-------------|--------------|--------------|--------------|-------------|---------------|
| <b>Actual Administrative Percentage</b> | <b>6.7%</b> | <b>46.8%</b> | <b>21.5%</b> | <b>19.9%</b> | <b>5.1%</b> | <b>100.0%</b> |
|---|-------------|--------------|--------------|--------------|-------------|---------------|

## **Directors Report**

**April 13, 2021**

### **Board Meeting**

#### **Michigan South Central Power Update**

##### **AFEC**

- o AFEC performance during the month of February 2021 was in line with original budget projections.
- o February 2021 capacity factor was 59.6% and utilization factor was 82.9%.

##### **Hydroelectric**

- o Hydro generation combined electric production for February 2021 was above projections for the month.
- o Except for Meldahl, production at all other facilities exceeded monthly projections due to favorable river conditions.

##### **Coldwater Peaking Project**

MSCPA remains active in the MISO queue with a single unit approximate 49.5 MW net capacity project.

MISO DPP 2019 Cycle 2 completion date has slid to May 7, 2021.

MSCPA Continues to move forward with planning for this project. A decision will need to be made by November for participation in this project.

##### **PubWorks Software Install**

Software Implementation is ongoing. Training was had with key staff on April 7<sup>th</sup> and 8<sup>th</sup>.

##### **Industrial Water Tower Project**

This Project is scheduled to be started in April.

**Action Items**

**April 13, 2021**

**Board Meeting**

**Industrial Substation Prefabricated Building with 15KV Switchgear and Voltage Regulators**

Sealed bids were received and opened by the City of Hillsdale (BPU) on February 25, 2021 for a Prefabricated Building with 15 KV Switchgear and Voltage Regulators with Structures Rebid. The base scope of work for this contract consists of fabrication and delivering one (1) lot Prefabricated Building. The Prefabricated Building will contain six (6) sections of indoor type non-arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, SCADA system and Voltage Regulators with structures. The Prefabricated Building shall contain all required auxiliary equipment listed within the included specification sections.

The bidding documents included pricing for the general scope of work which includes the furnishing of all labor, materials, apparatus, expendable tools and equipment, and all other services required for the design, fabrication, delivery f.o.b. job site, and inspection of one (1) lot Prefabricated Building including all required components for a functionally complete control and protective system along with associated auxiliary equipment components. Alternates to the base bid were provided. Sealed bids were received from the following vendors: CSI Electric Inc., Powell Equipment Company and Powerline Equipment.

**Recommendation:** Staff and the Electric Committee recommends awarding the one (1) lot Prefabricated Building consisting of six (6) sections of indoor type Arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, new SCADA system and Voltage Regulators with structures,

Contract No. 020-00414-00 to Powerline(Eaton) as the best evaluated bid for a total cost of \$1,282,317 broken down as follows:

|   |             |
|---|-------------|
| Base Bid                                      | \$1,336,817 |
| Alternate 1 Factory acceptance test           | \$ 3,000    |
| Alternate 2 Arc Flash Switchgear Recommended  | \$37,500    |
| Voluntary Alternate 4 New SCADA Recommended   | \$(95,000)  |
| Total Recommended Contract Price (w/o spares) | \$1,282,317 |

**Vegetation Management Services Contract**

Requests for bid proposals were posted in March. Three companies responded with two of those submitting qualified bids. The third company notified us that they were unable to bid at this time as a result of being completely booked. We have utilized both companies in the past for similar contracts and have had success with both. We are looking for a 3 year (with 4<sup>th</sup> year option) trimming cycle. We anticipate the trimming of our entire system over this 3-4 years. Scheduling this management program for this time period will help in budgeting the needed funds for the short term trimming cycle.

|          | <u>3-man crew</u> | <u>2-man crew</u> |
|----------|-------------------|-------------------|
| Asplundh | \$150.35          | \$111.41          |
| Wright   | \$144.28          | \$104.65          |

**Recommendation:** Staff recommends awarding the contract for vegetation management for three years with fourth year option to the low bidder Wright Tree Services.

**Elm/Arbor Court Water and Sewer Main Replacement**

As part of the on-going efforts to upgrade water and sanitary sewer infrastructure throughout the city monies were budgeted in the FY21 budget for the replacement and upgrade of the undersized 2” water mains on Arbor and Elm Courts. Additionally funds were budgeted for the replacement of sanitary sewer main on Elm Court as it was discovered that problems existed in the pipe due to several defects in the current sewer main.

Project drawings and specifications were developed and placed out for bid. Bids were received by the City on March 31, 2021. The city received 5 responses to our advertised bid requests, as noted below:

| BIDDER               | ARBOR COURT  | ELM COURT     | PROJECT TOTAL | ELM COURT RESTORATION (Possible addition) |
|----------------------|--------------|---------------|---------------|---|
| RJT Construction Co. | \$51,169.00  | \$86,279.00   | \$137,448.00  | \$36,430.00                               |
| Lukazcek Excavating  | \$70,923.51  | \$112,953.53  | \$183,877.04  | \$48,361.20*                              |
| Concord Excavating   | \$66,600.00  | \$122,125.00  | \$188,725.00  | \$44,767.50                               |
| Dubois Trucking      | \$85,205.00  | \$136,881.00* | \$222,086.00* | \$63,761.25                               |
| Bailey Excavating    | \$136,855.50 | \$184,617.60  | \$376,784.10  | \$55,311.00                               |

\*Bid amount adjusted following discovery of a math error.

**Recommendation:** Staff recommends the BPU Board support award of this contract to the low bidder, RJT Construction Co. of Jackson, MI for the project amount of \$137,448.00 with a contingency amount of \$12,552.00, for a total project amount of \$150,000.00. City staff has experience working with RJT Construction and is confident in their ability to adequately perform the work as requested in the bid documents.

Staff also recommends, should City Council not proceed with the Elm Court Special Assessment District, to award the Elm Court Restoration work to RJT Construction for an additional amount of \$36,430.00 with an additional \$3,570.00 for an additional amount of \$40,000.00. The restoration of Arbor Court will be completed with the recently approved Special Assessment project in the Hillcrest Area.

### **BPU Board Seat Recommendation to the Mayor and Council**

Attached is an application received for the open Board seat for a recommendation to the Mayor and Council.

### **Drinking Water Asset Management (DWAM) Grant Acceptance**

In December 2020 the city applied for \$670,000 in DWAM grant funds through the Michigan Department of Environment, Great Lakes & Energy (EGLE). The State of Michigan allocated \$36.5 million in grant funds to assist water supplies comply with rules promulgated by the 2018 revisions to Michigan's Lead and Copper Rule (LCR). EGLE reported having received 304 DWAM applications requesting \$140 million in funds far exceeding the funds available.

The City's grant request was intended for use to complete verifications of water service lines per the LCR revisions and a Complete Distribution System Material Inventory (CDSMI) is due to EGLE by January 1, 2025. A component of this CDSMI is to determine the material type of every water service into homes and businesses within the City's water service area. Work includes evaluating existing records, physical field verification of lines and/or any other means necessary to gain confidence in the City's inventory and material types.

Recently we were notified that we were successful in obtaining the DWAM grant. Due to recent changes to EGLE's minimum requirements for water service line verifications EGLE asked city staff to revise the requested grant amount to align with these new requirements. A revised grant request was submitted to EGLE in the amount of \$241,000 to complete the random verifications required by the new guidance. There are no required matching funds required with this grant.

We are expecting acceptance of this revised grant request in the near future based on conversations with EGLE, as such we have attached a copy of the Sample Grant Agreement for your review.

### **RECOMMENDATION:**

Staff recommends the BPU Board support acceptance of this grant and direct city staff to execute the Grant Agreement with EGLE for the grant funds upon acceptance of a revised grant amount.



March 30, 2021

Mr. Chris McArthur  
Director  
Hillsdale Board of Public Utilities  
45 Monroe Street  
Hillsdale, MI 49242

RE: Review of Industrial Substation  
Prefabricated Building with 15 KV  
Switchgear and Voltage Regulators  
with Structures Rebid  
SSOE Project No. 020-00414-00

Dear Mr. McArthur:

Sealed bids were received and opened by the City of Hillsdale (BPU) on February 25, 2021 for a Prefabricated Building with 15 KV Switchgear and Voltage Regulators with Structures Rebid. The base scope of work for this contract consists of fabrication and delivering one (1) lot Prefabricated Building. The Prefabricated Building will contain six (6) sections of indoor type non-arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, SCADA system and Voltage Regulators with structures. The Prefabricated Building shall contain all required auxiliary equipment listed within the included specification sections.

The bidding documents included pricing for the general scope of work which includes the furnishing of all labor, materials, apparatus, expendable tools and equipment, and all other services required for the design, fabrication, delivery f.o.b. job site, and inspection of one (1) lot Prefabricated Building including all required components for a functionally complete control and protective system along with associated auxiliary equipment components. Alternates to the base bid were provided. Sealed bids were received from the following vendors: CSI Electric Inc., Powell Equipment Company and Powerline Equipment.

The base bid technical evaluation was conducted on the contents and merits of the proposals including Addendums 1 and 2. All bidders are supplying recognized components and equipment for the switchgear and voltage regulators. Specific protective relays and SCADA equipment are supplied as specified. All bidders provided a Bid Bond or Certified Check, signed completed Non-Collusion Affidavit, a completed Affidavit in compliance with the Michigan Revised Code -Campaign Contributions.

A summary of the base bids and the alternates are provided in the following Table 1.

| <b>Table 1<br/>Summary of Bids</b>  |   |  |   |
|-------------------------------------|---|--|---|
| <b>Bidder</b>                       | <b>CSI Equipment</b>  | <b>Powell Equipment</b>  | <b>Powerline</b>  |
| Base Bid                            | \$1,201,043   | \$1,193,660  | \$1,336,817   |
| Alternates                          | 1-Factory Acceptance Test \$9,382<br>2- ARC Switchgear \$30,926<br>3- Delete One set of VRs (\$68,503)<br>4- Pre-Construct Structures \$35,500<br>Vol Alt- KW Standard Paint System (\$9,150) | 1- Factory Acceptance Test NOT LISTED<br>2- ARC Switchgear \$30,926<br>3- Delete One set of VRs (\$65,740)<br>4- Pre-Construct Structures NO BID | 1- Factory Acceptance Test \$3,000<br>2- ARC Switchgear \$37,500<br>3- Delete One set of VRs (\$70,000)<br>4- Pre-Construct Structures \$125,145<br>Vol Alt - New SCADA System (\$95,000) |
| Delivery Schedule                   | 203 days  | 192 days   | 385 days  |
| Prefabricated Building Manufacturer | PEC<br>One section each 34ft L by 14.5ft W<br>Weight 64,000 lbs.  | Powell PCR<br>One section 34ft L by 14ft W<br>Weight 51,898 lbs.   | Eaton<br>One section 31ft L by 14ft W<br>Weight 27,000 lbs.   |
| Installation                        | YES   | YES  | YES   |
| 15 kV Switchgear                    | Siemens 15KV 2000A 40 KA Non Arc Indoor   | Powell - PowerVac  | Eaton - VCPW  |
| Voltage Regulators                  | Siemens   | Siemens  | Eaton   |
| Voltage Regulators Structures       | YES   | YES  | YES   |
| SCADA Upgrades                      | Industrial Automated Systems  | Powel Automation Division  | UIS   |
| Protective Relays                   | Schweitzer  | Schweitzer   | Schweitzer  |
| Lockout Relays                      | Electroswitch   | Shallco  | Electroswitch   |
| Analog Meters                       | Siemens   | Crompton   | Schneider   |
| Digital Meters                      | Electro Industries SHARK200   | Electro Industries SHARK200  | Electro Industries SHARK200   |
| Control Switches                    | Electroswitch W2  | Electroswitch pistol grip  | Electroswitch   |
| Instrument Switches                 | GE 16SB1CF16  | Electroswitch selector switch  | Electroswitch   |
| Test Switches                       | ABB FT-1  | Mega Power System UTI-UT3  | Included but vendor not listed  |
| AC Panelboard                       | Siemens   | ABB-GE   | Eaton - PRL   |
| DC Panelboard                       | Siemens   | ABB-GE   | Eaton - PRL   |
| AC transfer switch                  | Not Listed  | Not Listed   | Not Listed  |
| Batteries                           | Hoppecke  | EnerSys  | Eagle Eye   |
| Batt Charger                        | Hindle AT10   | Hindle AT10  | Not Listed  |
| Test Switches                       | ABB FT-1  | ABB FT-1   | Included  |
| SCADA system                        | IAS   | ACS  | UIS   |
| Warranty                            | 12in service/18 months from shipment  | 12in service/18 months from shipment   | 12 months after shipment  |
| Field Service                       | 9 days  | 5 days   | 2 days  |

## **OVERVIEW OF BIDS**

Given the relative pricing, all bidders will be in consideration for the best bid offer which offers Hillsdale the best value. The following paragraphs provide a summary of the three (3) bids.

### **CSI**

CSI has provided a bid for one (1) Prefabricated Building with 15 KV Switchgear, Voltage Regulators, 15 kV structures, AC and DC panelboards, 125 VDC Battery system and SCADA interface system. The Building is custom designed and manufactured by PEC. The Prefabricated Building construction and equipment installation along with the relay and control panels will occur at a plant in South Bend, Indiana. The switchgear will be manufacture by Siemens in Queretaro, Mexico. The switchgear will be indoor construction mounted next to the building outer wall. The building will have hinged doors to allow entry into the back of the switchgear for installation of 15 KV cables. The Voltage regulators will be constructed in Jackson Mississippi. The structures are constructed in Valley, Nebraska. The SCADA system will be by Industrial Automated Systems (IAS) and constructed in Wilson, North Carolina. CSI provided an alternate to complete a factory acceptance test (FAT) for \$9,382. All proposed associated equipment is industry recognized. Delivery schedule will be 203 Calendar Days, which is approximately 29 weeks. Warranty is standard 12 months in service/18 months from shipment. Offloading of completed of the Prefabricated Building on to the foundation is by CSI. The General/Electrical Contractor will need to complete the structural and electrical installation of external components to the Prefabricated Building. The General/Electrical Contractor will need to ensure site accessibility with proper site access road and foundation. Stairs and platforms to the access doors are not included and will be needed to be provided by Hillsdale if required.

The specification calls for NEMA 3R switchgear backs incorporated into the building. CSI meets the intent of the specification by providing indoor switchgear installed next to the outer wall and then having hinged doors in the outer building wall for access to the switchgear.

CSI has not included spare parts in their base bid pricing.

CSI has included nine (9) days for the furnishing of technical field installation direction along with inspection services needed to make ready for energizing the equipment supplied under this contract. CSI's other comments, clarifications and exceptions have been reviewed and are either acceptable, have been negotiated to an acceptable position or do not impact the functional requirements of the switchgear, Voltage Regulators and 15 kV structures, SCADA system and all auxiliary equipment.

### **Powell**

Powell has provided a bid for one (1) Prefabricated Building with 15 KV Switchgear, Voltage Regulators, 15 kV structures, AC and DC panelboards, 125 VDC Battery system and SCADA interface system. The Building is custom designed and manufactured by PCR. The Prefabricated Building construction and equipment installation will occur at a plant in North Canton, Ohio. The switchgear will be manufactured by Powell in North Canton, Ohio. The Voltage Regulators will be constructed in Jackson Mississippi. The structures construction location is not provided but per clarification the Voltage Regulator structures as shown on the bid drawings are provided within the base bid. The SCADA system will be by Powell Automation Division (PAD) and will integrate the switchgear into the existing SCADA system and the system will be constructed in Houston, Texas. Powell did not provide an alternate price to complete a FAT. All proposed associated equipment is industry recognized. Delivery schedule will be 192 Calendar Days, which is approximately 28 weeks after notice to proceed. Warranty is standard 12 months in service/18 months from shipment. Offloading of completed Prefabricated Building on to foundations is by Powell.

The General/Electrical Contractor will need to complete the structural and electrical installation of external components to the Prefabricated Building. The General/Electrical Contractor will need to ensure site accessibility with proper site access road and foundation. Stairs and platforms to the access doors are not included and will be needed to be provided by Hillsdale if required.

Powell has not included spare parts in their base bid pricing.

Powell has included five (5) days for the furnishing of technical field installation direction along with inspection services needed to make ready for energizing the equipment supplied under this contract. This is four days less than CSI. An equalization factor will need to be factored in to have nine days.

Powell's quote is based on negotiating Terms and Conditions that are mutually agreed upon to both parties.

### Powerline.

Powerline has provided a bid for one (1) Prefabricated Building with 15 KV Switchgear, Voltage Regulators, 15 kV structures, AC and Dc panelboards, 125 VDC Battery system and SCADA interface system. The Building is custom designed and manufactured by PCR. The Prefabricated Building construction and equipment installation will occur at a plant in Wisconsin. The switchgear will be manufactured by Eaton in Greenwood, SC. The Voltage Regulators will be by Eaton and be constructed in Pewaukee, WI. The structures construction location is Pineville, LA. The SCADA system will be by UIS and constructed in Michigan. Powerline provided an alternate price of \$3,000 to complete a FAT. All proposed associated equipment is industry recognized. Powerline provided an alternate price to provide a completely new SCADA system designed by Eaton at a voluntary alternate with a deduct of \$95,000. Delivery schedule will be 385 Calendar Days that is based on Voltage Regulator delivery, which is approximately 54 weeks after notice to proceed. Warranty is standard 12 months from shipment. Offloading of completed Prefabricated Building on to foundations is by Powerline.

The General/Electrical Contractor will need to complete the structural and electrical installation of external components to the Prefabricated Building. The General/Electrical Contractor will need to ensure site accessibility with proper site access road and foundation. Stairs and platforms to the access doors are not included and will be needed to be provided by Hillsdale if required.

Powerline has included two (2) days for the furnishing of technical field installation direction along with inspection services needed to make ready for energizing the equipment supplied under this contract.

Powerline's quote is based on provided terms and conditions. Along with Eaton terms and conditions included in the proposal for the switchgear. Powerline did not provide or take any exceptions nor provide any clarifications to negotiate. Therefore, it can be stated that the proposed layout within the bid specification and drawings will be followed.

**EVALUATION**

The three (3) bids were evaluated based upon complying with the base scope of work, which includes field services but excludes any of the proposed alternates. The evaluated pricing is as follows:

| TABLE 2<br>Comparison of Bids                    |   |   |  |
|--|---|---|--|
| Bidder   | (CSI)   | Powell Electric Inc.  | Powerline  |
| <b>Original Base Bid</b>                         | \$1,201,043   | \$1,193,660   | \$1,336,817  |
| <b>Adder for Factory Acceptance tests</b>        | ALT1-\$9,382 - YES<br>ALT2- \$24,535 -YES<br>ALT3- (\$68,503) -NO<br>ALT4- \$35,500 -NO | ALT1- NOT LISTED - YES<br>ALT2- \$30,926 - YES<br>ALT3- (\$65,740) - NO<br>ALT4- NO BID- NO | ALT1- \$3,000 - YES<br>ALT2- \$37,500- YES<br>ALT3- (\$70,000) - NO<br>ALT4- \$125,145- NO |
| <b>Voluntary Alternates Considered</b>           | None Considered   | None Considered   | (\$95,000) -YES<br>(New SCADA System)  |
| <b>Adder to equalize field service days to 9</b> | \$0   | \$23,660  | \$21,000   |
| <b>Evaluated Price</b>                           | \$1,234,960   | \$1,248,246   | \$1,262,817  |

**RECOMMENDATION**

As shown in Table 2, CSI’s proposal for base scope of work for this contract consists of fabrication and delivering one (1) lot Prefabricated Building consisting of six (6) sections of indoor type non-arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, SCADA system and Voltage Regulators with structures and has the evaluated price at \$1,234,960 for arc resistant switchgear with a factory acceptance test. Consideration should be given that the switchgear is being constructed in Mexico.

As shown in Table 2, Powell’s proposal for base scope of work for this contract consists of fabrication and delivering one (1) lot Prefabricated Building consisting of six (6) sections of indoor type non-arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, SCADA system and Voltage Regulators with structures and has the evaluated price at \$1,248,246 for arc resistant switchgear.

As shown in Table 2, Powerline’s proposal for base scope of work for this contract consists of fabrication and delivering one (1) lot Prefabricated Building consisting of six (6) sections of indoor type non-arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, SCADA system and Voltage Regulators with structures and has the evaluated price at \$1,262,817. The Powerline bid proposal includes an offering of an alternate deduct for providing an entire new SCADA system. The existing SCADA system appears to be a unique system that has indications of being unreliable. The proposed SCADA would be constructed by Eaton and installed at the Industrial Substation and at user stations. SCADA equipment will be provided loose for installation at other locations.

All of the bidders proposals contain statements on terms and conditions. CSI states that CSI(Siemens) will accept the Terms and Conditions listed in the contract bid document. Powell is willing to negotiate

Terms and Conditions into a mutually agreed upon set of terms and conditions. Powerline(Eaton) is willing to negotiate Terms and Conditions into a mutually agreed upon set of terms and conditions. These terms and conditions would need to be negotiated and verified as acceptable by the Hillsdale's Purchasing Agent and City Law Director.

Based on our analysis, SSOE recommends that the City of Hillsdale BPU award the one (1) lot Prefabricated Building consisting of six (6) sections of indoor type Arc resistant 15kV Metal Clad Switchgear, 125VDC battery system, new SCADA system and Voltage Regulators with structures, Contract No. 020-00414-00 to Powerline(Eaton) as the best evaluated bid for a total cost of \$1,282,317 broken down as follows:

|   |             |
|---|-------------|
| Base Bid                                      | \$1,336,817 |
| Alternate 1 Factory acceptance test           | \$ 3,000    |
| Alternate 2 Arc Flash Switchgear Recommended  | \$37,500    |
| Voluntary Alternate 4 New SCADA Recommended   | \$(95,000)  |
|   | =====       |
| Total Recommended Contract Price (w/o spares) | \$1,282,317 |

SSOE does not recommend that the Hillsdale BPU purchase any additional field services at this time. The allotted field service representative on site days should be sufficient.

Should Hillsdale BPU concur with SSOE's recommendation and award the Contract to Powerline once agreeable terms and conditions are verified, please proceed with the Notice of Award along with the preparation of the Contract Documents.

Please contact this office should you have any questions or require any further information.

Sincerely,

SSOE Group



Joe Hulderman PE  
Section Manager

cc: Michael Mitchell, PE



**ASPLUNDH**

**ASPLUNDH TREE EXPERT LLC**

2255 NORTHWAY DR, MOUNT PLEASANT, MI 48858 \* TELEPHONE (989)772-4454 \* FAX (989)772-4352

March 31, 2021

City of Hillsdale  
Attn: City Clerk  
97 N. Broad Street  
Hillsdale, MI. 49242

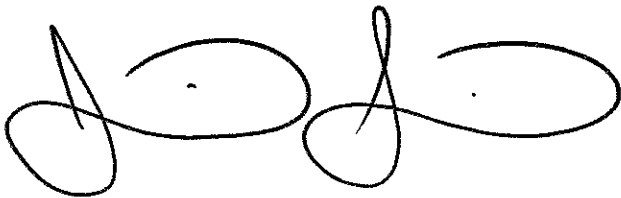
Dear City Clerk:

Asplundh Tree Expert LLC would like to thank you for giving us the opportunity to offer you rates for the City of Hillsdale. This bid is for the Electric Line Vegetation Clearance. It is our understanding that this contract will be for a 4-year period. The rates for your review and approval are on the attached sheets provided.

Also, please be aware that the exceptions have been noted on the sheets provided. Your carefully review of these exceptions would be greatly appreciated.

If you should have any questions or concerns regarding this bid, please feel free to give me a call at 530-514-3315. Once again thank you for considering Asplundh Tree Expert LLC when it comes to your tree trimming and tree removal needs.

Sincerely,  
Asplundh Tree Expert LLC.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, identifying Jeremiah Sparacio.

Jeremiah Sparacio  
Manager



**BID PROPOSAL FORM  
VEGETATION MANAGEMENT SERVICES  
ROUTINE AND EMERGENT**

Bid of \* ASPLUNDH TREE EXPERT LLC hereinafter called Bidder, organized and existing under the laws of or a resident of the State of MICHIGAN, doing business as CORPORATION

\* Insert as applicable: "a corporation," "a partnership," or "an individual."

To: City of Hillsdale Board of Public Utilities, Michigan; hereinafter called  
Owner.

1. The undersigned, Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Contract Documents to perform and furnish all Work for the annual tree maintenance requirements as specified or indicated in the Contract Documents for the Contract Price and within the Contract Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement of Bids and Instructions to Bidders. This Bid will remain subject to acceptance for 35 days after the day of Bid opening. Bidder will sign and submit the Agreement and other documents required by the Bidding Documents within 15 days after the date of the Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - a. Bidder has examined and carefully studied the Bidding Documents.
  - b. Bidder has visited the site and become familiar with and is satisfied as to the general local and site conditions that may affect cost, progress, performance, and furnishing of the Work.
  - c. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.
  - d. Bidder acknowledges that Owner and Owner's Representative do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bidding Documents. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigations, studies, and data concerning conditions at or contiguous to the work sites or otherwise which may affect cost, progress, performance, or furnishing of the Work or which relates to any aspect of the means, methods, techniques, sequences and procedures to be employed by Bidder.
  - e. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated on the Contract Documents.
  - f. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, and all examinations, investigations, explorations, studies and data with the Contract Documents.
  - g. Bidder has given the Owner's Representative written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by is acceptable to the Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.
  - h. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

4. Crew Rates include all labor and major equipment, tools, and materials to perform the Scope of Work for a maximum of 1900 crew hours and a minimum of 1500 crew hours per year worked during years 2021, 2022 and 2023 with a 1 year extension option. Bidder will complete the Work for the following prices:

Three (3) person crew rate attached bid for \$ 150.35 /Hour

Two (2) person crew rate attached bid for \$ 111.41 /Hour

GUARANTEED START DATE MAY 31, 2021

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the city to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

SIGNATURE OF BIDDER \_\_\_\_\_

BY: JEREMIAH SPARACIO TITLE: MANAGER

NAME OF COMPANY: ASPLUNDH TREE EXPERT LLC

ADDRESS: 2255 NORTHWAY DRIVE

CITY: MT. PLEASANT STATE: MI ZIP CODE: 48858

TELEPHONE: 989-772-4454 FAX: 989-772-4352

EMAIL: jsparacio@asplundh.com DATE: April 6, 2021

Please direct any questions to:  
Chris McArthur  
Director of Utilities  
(517) 437-6418

**BID PROPOSAL FORM  
VEGETATION MANAGEMENT SERVICES  
ROUTINE AND EMERGENT**

Bid of \* Wright Tree Service, Inc. hereinafter called Bidder, organized and existing under the laws of or a resident of the State of Iowa, doing business as Corporation

\* Insert as applicable: "a corporation," "a partnership," or "an individual."

To: City of Hillsdale Board of Public Utilities, Michigan; hereinafter called

Owner.

1. The undersigned, Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Contract Documents to perform and furnish all Work for the annual tree maintenance requirements as specified or indicated in the Contract Documents for the Contract Price and within the Contract Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement of Bids and Instructions to Bidders. This Bid will remain subject to acceptance for 35 days after the day of Bid opening. Bidder will sign and submit the Agreement and other documents required by the Bidding Documents within 15 days after the date of the Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - a. Bidder has examined and carefully studied the Bidding Documents.
  - b. Bidder has visited the site and become familiar with and is satisfied as to the general local and site conditions that may affect cost, progress, performance, and furnishing of the Work.
  - c. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.
  - d. Bidder acknowledges that Owner and Owner's Representative do not assume responsibility for the accuracy of completeness of information and date shown or indicated in the Bidding Documents. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigations, studies, and data concerning conditions at or contiguous to the work sites or otherwise which may affect cost, progress, performance, or furnishing of the Work or which relates to any aspect of the means, methods, techniques, sequences and procedures to be employed by Bidder.
  - e. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated on the Contract Documents.
  - f. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, and all examinations, investigations, explorations, studies and data with the Contract Documents.
  - g. Bidder has given the Owner's Representative written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by is acceptable to the Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.
  - h. This Bid is genuine and not made in the interest of on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

4. Crew Rates include all labor and major equipment, tools, and materials to perform the Scope of Work for a maximum of 1900 crew hours and a minimum of 1500 crew hours per year worked during years 2021, 2022 and 2023 with a 1 year extension option. Bidder will complete the Work for the following prices:

Three (3) person crew rate attached bid for \$ 144.28 /Hour

Two (2) person crew rate attached bid for \$ 104.65 /Hour

GUARANTEED START DATE 4/10/21

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the city to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

SIGNATURE OF BIDDER 

BY Wade Myers TITLE Senior VP of Operations

NAME OF COMPANY Wright Tree Service, Inc.

ADDRESS 5930 Grand Ave.

CITY West Des Moines STATE Iowa ZIP CODE 50266

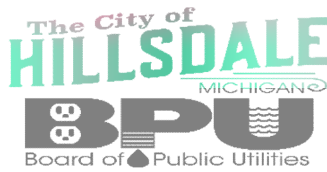
TELEPHONE 888-972-5930 FAX 866-592-8540

EMAIL wmyers@wrighttree.com DATE 4/5/21

Please direct any questions to:  
Chris McArthur  
Director of Utilities  
(517) 437-6418

**CITY OF HILLSDALE  
BOARD OF PUBLIC  
UTILITIES  
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VEGETATION MANAGEMENT FOR ELECTRIC LINE CLEARANCE**

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**CITY OF HILLSDALE  
BOARD OF PUBLIC  
UTILITIES  
REQUEST FOR PROPOSALS (RFP)  
NOTICE TO BIDDERS**

**PROJECT:** Electric Line Clearance & Vegetation Management Services

**OWNER:** City of Hillsdale Board of Public Utilities

**PUBLIC OPENING:** April 6, 2021; 2:00 P.M. Eastern Time  
City Hall  
97 N. Broad St.  
Hillsdale, MI 49242

**BASIS OF PROPOSAL:** Hourly crew (1 planner and 2 Person Crew) rates including all major equipment and tools for the 2021 thru 2024 Line Clearance proposal. One crew required for a minimum of 1500 hours and a maximum of 1900 hours during each calendar year.

**DESCRIPTION:** Electric line vegetation clearance including, but not limited to: tree removal, waste removal, site restoration in the designated Hillsdale BPU electric service area. Workers must currently be electric utility line clearance certified to work around and near energized high voltage conductors. **Attach a copy of the certification for each worker on this job.**

**DOCUMENTS ON FILE:** City Hall  
97 N. Broad St.  
Hillsdale, MI 49242  
(517) 437-6440

**PROPOSAL WITHDRAWAL:** Withdrawal of any proposal is prohibited for a period of ninety (90) days after the actual date of the opening of the proposals.

**OWNERS RIGHT:** The City reserves the right to award, accept any bid, or reject any or all bids, to waive irregularities in any bids, to delete any one or more parts or a division in the best interest of the City. The City also reserves the right to take other action before a contract is signed or a purchase order is approved; even after City Council accepts or approves the bid.

**START DATE:** No Later than May 2021.

**COMPLETION DATE:** June 30, 2024.

**CITY OF HILLSDALE  
BOARD OF PUBLIC  
UTILITIES**

***BID NOTICE  
Electric Line Clearance***

The City of Hillsdale Board of Public Utilities, Michigan will receive sealed bids until April 6, 2021 at 2:00 pm Local Time for Electric Line Clearance. **The successful bidder must be electric utility line clearance certified to work around and near energized high voltage conductors.** The City reserves the right to reject any and all bids, in whole or in part, waive informalities or defects in bids or accept bids as it shall deemed to be in the best interest of the City of Hillsdale. Questions should be directed to Chris McArthur, 517-437-6418.

The City of Hillsdale, Michigan does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provisions of service.

**GENERAL BIDDING INSTRUCTIONS  
VEGETATION MANAGEMENT SERVICES  
ROUTINE AND EMERGENT**

**INSTRUCTIONS TO BIDDERS**

The City of Hillsdale (City) is committed to the concept of competitive bids. All vendors are encouraged to submit bids which conform to the stated specifications, or approved equal to the specification, which in the vendor's opinion would be beneficial to the City in terms of price and performance. The City reserves the right to accept or reject any bid under these terms. Bidder responsiveness, availability and quality of service will be of the utmost importance in this agreement. Any bidder, who is in default to the City at the time of submittal, shall have his bid rejected. The City of Hillsdale reserves the right to clarify any contractual term with the concurrence of the contractor; however, any substantial non-conformity in the offer, as determined by the City of Hillsdale shall be deemed non-responsible and the bid rejected. Bid shall also mean quote, quotation, proposal or offer.

**CONDITIONS APPLICABLE TO BID**

- A. Applicable Laws: The Ordinances and Charter of the City and laws of the State of Michigan concerning competitive bidding, contracts and purchases will be employed.
- B. If the bidder elects to deviate from the specifications stated, all exceptions or other changes must be clearly noted.
- C. The City does not discriminate on the basis of race, color, national origin, sex, religion, age, sexual orientation, height, weight or disability in employment or the provisions of service.
- D. Bids must stipulate a guaranteed start by May, 2021.
- E. Bidders shall list an emergency contact person for all hours of the day & night, as well as weekends & holidays.
- F. The successful bidder shall furnish proof of bodily injury, property damage, automobile and workman's compensation insurance.
- G. Bids may be withdrawn prior to the opening date and time. Bids may not be withdrawn or changed for a period of ninety (90) days after the official date of opening thereof. This time period may be extended by mutual agreement of the City and any bidder or bidders.
- H. The bidder shall not divulge, discuss or compare his bid with other bidders and shall not collude with any other bidder or parties of a proposal whatsoever.
- I. The bid proposal does not commit the City to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services or supplies.
- J. All work shall be performed in accordance with all MIOSHA Safety Standards in effect for the duration of the project.
- K. Bids may **not** be faxed or e-mailed.

**CHANGES AND ADDENDA TO BID DOCUMENTS**

Information of change or addendum, issued in relation to this document, will be on file and available in the Office of the Purchasing Agent. In addition, to the extent possible, copies will be emailed to each vendor registered as having received a set of bid documents. It shall be the bidder's responsibility to make inquiry as to the changes or addenda issued. Written addenda issued by the City prior to the bid opening shall be binding as if initially written into this bid invitation or specifications. No verbal representation of the City, its employees, or agents shall be binding and bidders shall not rely upon them.



## **PAYMENT**

The City Council approves bills in line for payment. Meeting dates are every two weeks on Monday. For a bill to be in line for payment, it must be in the Finance Department at least two (2) weeks prior to the meeting.

## **BID RESULTS**

A bid tabulation will be available for review after the bids are opened.

## **PERMITS**

The contractor shall obtain all permits and licenses required by City, State and Federal governments and pay all related fees. The contractor shall also comply with all laws, ordinances, rules and regulations of the City, State and Federal government.

## **PREPARATION OF FORMS**

Bid proposals are accepted only on the included Proposal Forms provided by the City. Bidders should submit all signatures, information and figures in black ink or typewritten only. Figures written in pencil or any erasures are unacceptable; however, mistakes crossed out and corrections inserted adjacent thereto, initialed in ink by the person signing the proposal are acceptable. In case of any discrepancies between the unit prices quoted and extensions, the unit price shall prevail.

## **DATE AND RECEIPT OF BIDS**

Formally advertised bids indicate a time and date for receipt of bids. Responses are date stamped upon receipt, those received after the scheduled closing time will be returned unopened to the bidder.

## **EXCEPTIONS TO BID**

Bidders are advised to list any exceptions to the conditions, specifications or terms of this bid on the included Clarifications and Exceptions form. The City reserves the right to accept or reject any or all clarifications and/or exceptions noted thereon. If no clarifications or exceptions are stated it is mutually understood that all general and specific conditions are accepted.

## **AWARD OR REJECTION OF BID**

The Contract will be awarded to the lowest and/or best qualified and responsible bidder complying with these instructions and with the advertisement.

The City reserves the right to reject any or all bids in whole or in part thereof for any reason deemed solely by the City of Hillsdale to be in its best interest.

## **DISQUALIFICATION OF BIDDERS**

Bidders in litigation with the City will be disqualified from bidding.

Bidders may be disqualified as non-responsive and rejection of proposals may be recommended to the City for any of (but not limited to) the following causes:

1. Failure to use the included Proposal Form furnished by the City.
2. Lack of signature by an authorized representative on the Proposal Form.
3. Failure to properly complete the Proposal Form; provide a bid bond or cashier's check (if required) or to provide requested data or information.
4. Unauthorized alteration of the Proposal Forms. The City reserves the right to waive any minor informality or irregularity.
5. Lack of responsibility as shown by past work from the standpoint of quality, progress and financial ability.

## **TAXES**

The City of Hillsdale is generally exempt from Federal Excise and Michigan State Sales Tax. Prices should not include tax.

## **FEDERAL, STATE AND LOCAL LAWS**

All bidders shall comply with all Federal, State and local laws relative to conducting business in Hillsdale, Michigan including, but not limited to licensing, labor, health and safety.

## **COLLUSION CLAUSE**

Any evidence of agreement or collusion among bidders and/or prospective bidders acting to illegally restrain freedom of competition by agreement to bid fixed prices, or otherwise, will render their offers void.

## **OTHER ACTION**

The City of Hillsdale reserves the right to take other action before a contract is signed or a purchase order is approved; even after City Council accepts or approves the bid.

## **PREPARATION OF BID**

Each bidder shall submit their bid on the Proposal Form enclosed herewith. The bidder shall sign the Proposal Form and provide all information requested thereto, except if otherwise stated within this bid invitation. Proposals having any omissions, alterations of form, additions not provided for or conditional bid or irregularities of any kind may constitute the basis for rejection of the bid at the City of Hillsdale's sole discretion. No changes in phraseology of forms will be allowed and any such occurrence will result in rejection of the proposal.

## **MAILING, RECEIPT, OPENING AND VALIDITY OF BIDS**

Proposals shall be submitted in a sealed envelope, enclosed in a mailing envelope so marked to indicate "Electric Line Vegetation Bid." All bids must be sealed and delivered or mailed to:

City of Hillsdale  
Attn: City Clerk  
Bid: Electric Line Vegetation Clearance  
97 N. Broad Street  
Hillsdale, MI 49242

Proposals will be opened in the City Hall 2<sup>nd</sup> floor conference room and read aloud on the date and time specified in the advertisement notice. Bidders and/or representatives are invited to attend. Bids received after the scheduled opening time are ineligible for consideration and will be returned to the bidder.

Bidders shall use and return only the original forms of information requested. Any substitution of the provided forms to be returned shall constitute grounds for rejection of their bid.

## **OBLIGATION OF BIDDER**

At the time of bid opening, bidders will be presumed to have read and be thoroughly familiar with all contract documents and specification, the local conditions and to have visited or inspected the project site. A pre-bid meeting will be convened and all bidders are encouraged to attend. Failure or omission of any bidder to: 1.) examine any form, instrument, condition, or document; 2.) attend the pre-bid meeting; and 3.) have visited or inspected the project site shall in no way relieve him of any obligations to enter into a contract and provide delivery in strict accordance with this bid invitation; nor shall such failure or omission constitute the basis for an adjustment in contract price. Bidder has correlated its personal observations with the requirements of the proposed contract documents.

## **LAWS AND REGULATIONS**

All applicable Federal, State and local laws, ordinances, regulations and rules of all authorities having jurisdiction over this project shall apply to the contract throughout. These laws shall be deemed to be included in the contract the same as though herein written out in full.

## **RIGHT TO REJECT BID**

The City of Hillsdale reserves the right to reject all proposals, to reject any single proposal failing to comply with the terms and conditions of the bids forms, and to waive irregularities and informalities.

No bid shall be considered that fails to comply with the conditions, terms or minimum specifications as stated in the bid forms or procedures for submittal of bids as authorized in the official advertisement notice and/or other documents pertaining to the bid as authorized by the City of Hillsdale.

## **FREEDOM OF INFORMATION ACT (FOIA)**

The City of Hillsdale is subject to the Freedom of Information Act (MCL 15.231 et seq.). The City of Hillsdale may be required to make available certain information submitted with your bid or proposal available to the public if requested. This information may include comparative pricing and other data which the Bidder may normally consider to be proprietary or confidential.

## **EXECUTION OF ACKNOWLEDGEMENT OF AWARD**

The successful Bidder shall return the included properly executed Notice of Award to the Director of the BPU. Bidder shall certify that the person who signs the Acknowledgement is empowered to do so. Upon execution, an agreement will be deemed consummated and the documents, as specified in the list of RFP documents set forth shall constitute a full and binding agreement between the parties. If the properly executed Acknowledgement, along with any and all required insurance certificates are not returned within five (5) calendar days, The City of Hillsdale may deem the purchase order rejected and offer the purchase order to another bidder without penalty.

**SCOPE OF WORK  
CITY OF HILLSDALE BOARD OF PUBLIC UTILITIES  
(OWNER) ELECTRIC LINES VEGETATION MANAGEMENT**

**1. GENERAL**

This scope of work is intended to cover the furnishing of all labor, materials, tools, equipment and other services required for the work to be performed by one (1) three person crew for a maximum of 1900 hours and a minimum of 1500 crew hours per year for the years 2021, 2022 and 2023 under this agreement with an option to extend the contract one year. It is intended that the contractor will furnish and deliver all labor, equipment, materials and services to maintain trees growing near overhead conductors in order for the trees to remain clear from conductors for approximately a four to five year period and for emergency tree related work. Such work shall consist of tree removal, tree trimming, and disposal of brush in various locations in the Hillsdale BPU Electric service area.

The Owner will, at its sole discretion, give to the contractor orders designating the work to be performed under this agreement. Such order will state the work to be completed, instructions or requirements deemed necessary or desirable by the Owner.

During the course of any work performed under this agreement, the contractor shall furnish the Owner or it's designee a daily report, or at such other intervals as the Owner may request, on the progress of such work in a form approved by the Owner.

**2. DEFINITIONS**

Whenever in this Scope of Work, the following words are used, they shall be understood to mean the following:

- a. Contractor: shall mean the person, firm or corporation to whom the within contract is awarded by the owner and who is subject to the terms hereof.
- b. Designated Representative: shall mean the City of Hillsdale BPU's Director of Utilities.
- c. Owner: City of Hillsdale
- d. Subcontractor: shall mean the person, firm or corporation, other than the Contractor, supplying labor and/or materials for work at the site of the project.
- e. Trimming: shall mean the cutting and removing of any limbs or branches from a living tree.
- f. Top for Removal: shall mean the removal of the upper portion of the main truck, leader or leaders of a tree.
- g. Tree: shall mean vegetation with a trunk diameter (measured chest high) of three inches (3") or more.
- h. Brush: shall mean tall growing woody vegetation or sapling trees having trunks less than three inches (3") in diameter as well as vines that are growing onto poles, equipment or guywires.
- i. Hangers: shall mean branches that have been cut but have not fallen to the ground.
- j. Debris: shall mean on the ground vegetative material caused by the Contractor.
- k. System: shall mean the Owner's overhead electrical distribution lines within the service territory requiring tree maintenance.
- l. Land Owners: shall mean the person or entity that appears in the public record as the owner of a particular property.

**3. PROSECUTION OF THE WORK**

The Owner's electric facilities, including its generating, transforming, transmitting and distribution systems, will be in continuous operation during the period of performance of the work. The work shall be performed at such time, in such manner, and with such force, as to expedite the work and avoid interruption to customers. Unavoidable interruptions, if any, shall be scheduled in advance with the Owner's Representative, and all work shall be arranged to minimize the duration of such interruption. In case of a power line interruption or any damage, the Owner Representative shall be immediately notified.

#### 4. **CLEARANCE**

All Trees shall be trimmed in accordance with the following guidelines so as to provide sufficient safety against possible contact of trees, limbs, or branches with energized conductors:

|                 | <u>Side</u> | <u>Under</u> | <u>Top</u>      |
|-----------------|-------------|--------------|-----------------|
| 120 to 600 V    | 2'-4'       | 3'-6'        | 3'-6'           |
| 600 to 15,000 V | 8'-10'      | 6'-12'       | all if possible |

#### 5. **SUPERVISION OF WORK AND WORKMANSHIP**

Contractor shall provide and maintain continually on the site of the Work during its progress and until its completion, adequate and competent supervision of all operations for and in connection with the Work being performed under this Contract, either personally or by a duly authorized representative. The general foreman or other representative of the Contractor, who has charge of the Work thereof, shall be fully authorized to act for the Contractor and to receive whatever orders as may be given for the proper prosecution of the Work or notices in connection therewith.

#### 6. **TRIMMING METHODS**

- a. The Contractor shall normally be provided job orders containing preplanned work. In such cases the Contractor shall alert Land Owners. Should the Contractor be assigned work not preplanned, the Contractor shall notify the Land Owner of the property on which work is to be performed of the nature and scope of the work prior to beginning work in a manner approved by the Owner's Representative.
- b. The Contractor shall notify and obtain permission from the Owner's Representative for any 3<sup>rd</sup> party requests for trimming or chipping of Brush.
- c. The Contractor is prohibited from using spurs for any trimming operations on living trees.
- d. Unless otherwise specified herein, all work shall conform to the most current revision of **American National Standards Institute standards ANSI Z133.1 and ANSI A300**. The Contractor shall obtain a copy of these standards for reference.

#### 7. **GENERAL STANDARDS AND REQUIREMENTS**

Since Contractor's employees come in contact with Owner's customers, the employees shall be completely dressed in suitable clothing which shall be clean at the beginning of each day. Identification badges or other forms of identification which displays the Company's name, person's picture, position, etc., is recommended, but not mandatory and must be shown to the customer upon request.

All motor trucks and other vehicles provided by the Contractor to perform the work shall bear the Contractor's telephone number and shall be well marked and identified with the insignia or name designating the vehicles as property of the Contractor. The Contractor shall be required to place stickers on all vehicles designating "**City of Hillsdale BPU Contract Tree Trimming**". The Owner shall furnish approved stickers/magnets. The average age of all aerial lift devices and other motorized vehicles used in connection with the Contract, when considered together as a group, shall be five (5) years or less. Rebuilt or remanufactured vehicles shall not be considered as new vehicles with respect to age. All equipment must be maintained in such a manner as to minimize downtime. **The Owner will not render payment for any charges in connection to lost productivity due to equipment failure or dysfunction.**

#### 8. **TREE REMOVAL AND BRUSH REMOVAL**

- a. The Contractor will secure written permission from the Land Owner, customer or right of way authority, as appropriate for the removal of any tree or brush.

- b. The Contractor shall be in the possession of a signed permission slip from the landowner who requests the tree to be removed. No such request will be processed without possession of signed permit.
- c. Removal of Trees or Brush under this agreement shall mean the complete removal by cutting down as near the ground line as possible, but in no case more than three inches (3") above ground line, unless requested by the Land Owner or Owner's Representative. Brush growing in fences may be cut at the top of the fence.
- d. When removing a tree, no stump or excavation shall be left which might cause damage to property or injury to persons.
- e. The Contractor shall notify all Land Owners in the immediate area of the tree(s) or lot where the work will take place before any trimming begins, if work will impact their property.

## **9. PERMITS AND RIGHT OF WAY**

- a. The Contractor shall perform the work covered by this Scope of Work in conformance with the laws, restrictions and practices enacted or established by State, County, Township or Municipal authorities.
- b. The Contractor shall trim or remove Trees and Brush along the public highways and on private property for which the Owner has authority to trim, to the maximum clearance as permitted by such public authorities and private property Land Owners.
- c. The Owner will obtain necessary permits from public authorities for the trimming or removal of trees on public right of ways or State Highways.

## **10. CLEAN UP**

- a. The Contractor shall clean up and remove all the Debris that may accumulate in connection with the work under this agreement. The Contractor shall keep streets and private property clear and free from Debris at all times and property must be left in a neat and orderly condition at the end of each day's work.
- b. In no case shall the Contractor allow Brush to remain on public thoroughfares overnight or on the lawns unless arrangements have been made with the Land Owners and the Brush piles are properly marked for safety.
- c. Immediately upon completion of the work at each location, the Contractor shall remove and dispose of all Brush and Debris (completely from public property and from private property) in accordance with the desire of the Land Owner or Owner.
- d. **Any return to clean up Brush, Hangers, or yards found by the Owner by inspection or complaint, shall be performed at the Contractor's expense.**
- e. All gates shall be closed following completion of work on a Land Owner's property.

## **11. RESTORATION FOR DAMAGE TO PROPERTY AND COMPLAINTS**

- a. The Contractor shall immediately report all property damage or customer complaints.
- b. The Contractor shall be responsible for any or all damage to utilities or other facilities such as sewers, water lines, gas lines, underground or overhead electric power or communication lines and the like, due to the intentional or unintentional acts of the Contractor or its employees.
- c. The Contractor shall promptly repair and/or restore all structures, including fences damaged by the Contractor during the progress of the work. In lieu of such repairs, and if agreeable to the Land Owner of the damaged structure, the Contractor may make a fair and equitable monetary compensation to such Land Owner.
- d. Whenever the Contractor may damage the lawns or shrubs or other decorative growth during the progress of work, the Contractor shall promptly repair such property by replacing the damaged growth. In lieu of such replacement, and if agreeable to the Land Owner of the damaged growth, the Contractor may make fair and equitable monetary compensation to such Land Owner. The Contractor shall make fair and equitable payments for any crops damaged by the Contractor.
- e. Contractor agrees that complaints of any nature received from Land Owners, agents, or public authorities shall receive immediate attention and all efforts shall be made for a prompt adjustment. All complaints, and any action taken by Contractor in connection with such complaints, shall promptly be reported to the Designated Owner's Representative.

## 12. INVOICING

### TIME AND MATERIALS WORK

- a. The Contractor shall furnish invoices and timesheets to the Owner each week for the amount of work completed in a form approved by the owner. The amount of each invoice shall be determined according to the crew rates set forth in the Proposal Form. Charges for labor shall be at the crew rate set forth in the Proposal Form and for hours actually worked by the Contractor's employees. **No charges shall be made for time lost by the Contractor's employees due to inclement weather after a two-hour call-in period or for any other non-productive hours including equipment breakdown.** No hours worked shall be charged at overtime rates, unless the Owner requests in writing that work be done at times requiring the payment of overtime; providing, that in emergency situations the Owner may request verbally that such work be done and will be confirmed in writing.
- b. The rates set forth in the proposal form shall constitute the entire compensation to be paid the Contractor for work done under this agreement. The rates include the Contractor's profit, all overheads, taxes, insurance, compensation for labor including fringe benefits and all other labor costs, without any additions or extras whatsoever.
- c. Electronic invoicing is preferred.

## 13. PERFORMANCE EVALUATION

On a monthly basis, the Owner will evaluate the Contractor's performance in at least the following areas:

- Safety - Contractor provides evidence that the Contractor's safety program is being implemented, safety is being managed and accidents resulting in lost workdays are minimized.
- Work Reporting - Work productivity reported on a weekly basis. Reports must be available for audit and verification with timesheets and job order forms.
- Customer Satisfaction - The Owner's measurement of customer satisfaction is satisfactory with aspects of the job controllable by the crew such as site cleanup, language, appearance, and work practices.
- Record Keeping - Timesheets are updated daily and consistently accurate.
- Forced Interruptions - The Contractor does not cause power outages due to intentional or unintentional acts in the course of line clearance work.
- Work Quality - Clearance guidelines are being followed and arboricultural quality is consistent with industry standards.
- Crew Professionalism - Crew uses appropriate personal protective equipment, signs and cones, is neat in appearance, with appropriate apparel for the work site. Crew Foreman wears a hardhat with name identification and communicates well with customers and crewmembers.
- Crew Productivity - Measurement of labor hours per unit.

**CITY OF HILLSDALE BOARD  
OF PUBLIC UTILITIES  
VEGETATION MAINTENCE AND ELECTRIC LINE CLEARANCE  
THE CONTRACT**

***This time and material contract***, made the \_\_\_\_\_ day of \_\_\_\_\_ 2021; by and between \_\_\_\_\_, hereinafter called the "Contractor" and the City of Hillsdale, Michigan, hereinafter called the "Owner." ***Witnessed*** Whereas, the Owner is desirous of having the Contractor perform Vegetation Management Services on its electric system and the Contractor has agreed to the same for the consideration herein named, the Contractor and the Owner agree to the following terms and conditions.

**ARTICLE 1- DEFINITIONS** - The following meanings are ascribed to the terms used in this contract.

**Change Order** - means the written order issued by the City of Hillsdale BPU, authorizing a change to the Scope of Work and any corresponding change to time of completion or Contractor's compensation.

**Contract Documents** – means the City of Hillsdale's solicitation, including Request For Proposals,(RFP) or quotation, instructions to bidders/offerors, Contractor's response to the solicitation, the Scope of Work, any addenda or supplements including Change Orders, the purchase order, these Terms and Conditions, and Supplemental Requirements. The final versions of the Contract Documents, taken as a whole, constitute the sole and final agreement between the parties (Contract), which can only be modified by a written document properly executed by both parties.

**Contractor** – means the individual, partnership, corporation or other entity awarded a purchase order by the City of Hillsdale, performing the Work defined in the Contract Documents and who is subject to the terms hereof.

**Day** – means a calendar day.

**Litigation Expense**-means any court filing fee, court cost, arbitration fee or cost, witness fee, and each cost of investigating and defending or asserting any claim for indemnification under this agreement, including without limitation, in each case, attorneys' fees, other professionals fees and disbursements.

**Loss**- means any liability, loss, claim, settlement payment, cost and expense, interest, award, judgment, damages (including punitive damages), diminution in value, fines, fees and penalties or other charge, other than litigation expense.

**Owner**- City of Hillsdale

**Owner Representative**-The City of Hillsdale BPU's Director of Utilities.

**Scope of Work** – means the entire completed service or the various separately identifiable parts required to be furnished under the Contract Documents. Work includes and is the result of performing services, furnishing labor and documents, and furnishing and incorporating materials and equipment into the construction, all as required by the Contract Documents.

**Subcontractor**- means a person, firm or corporation, other than the Contractor, supplying labor and material or labor for work at the site of the project.

**ARTICLE 2- THE WORK** – It is agreed that the contractor shall furnish all the materials, labor and equipment and perform all of the work as described in the attached Scope of Work, prepared by the Owner, and shall do everything required by the Contract Documents.

**ARTICLE 3- TIME** – It is agreed that the contractor shall begin work under this Contract within 21 days after the delivery of the signed Contract to the Contractor and that he/she shall prosecute the work in a manner that is satisfactory to the Owner. The time of beginning and rate of progress are considered essential elements of the contract.



**ARTICLE 4- ASSIGNMENT OF CONTRACT** - It is agreed that the Contractor shall not assign or transfer this Contract or sublet any part of the work embraced in it, except with the written consent of the Owner to do so. It is further agreed that all parts of the work which may be performed by a Subcontractor shall be done in conformity with and be subject to all the provisions of the Contract Documents exactly as if performed by the Contractor and his immediate employees and workmen. No sub-letting of the work shall in any way diminish or weaken the responsibility of the Contractor for all parts of the work or lessen his obligations and liabilities under this contract.

It is likewise agreed that the Contractor shall not assign, either legally or equitably, any of the monies payable to him under this Contract, or his claim thereto, except with the written consent of the Owner to do so.

**ARTICLE 5- OWNER'S RIGHT TO COMPLETE** - It is agreed that if at any time the Contractor should be adjudged as bankrupt, or if he should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of his insolvency, or if he should persistently or repeatedly fail to supply enough properly skilled workmen or sufficient suitable materials for the work, or if he should habitually fail to make prompt payment to Subcontractors or to pay promptly for materials and labor, or if he should persistently disregard laws or ordinances or the directions of the Owner, or if he should willfully and repeatedly violate any of the substantial provisions of this Contract, then in such case the Owner, after giving the Contractor and his sureties written notice thereof, may order him to discontinue all work under this Contract, or any part thereof. Thereupon the Contractor shall at once discontinue such work or such part thereof. The Owner shall have the right to finish the work, or such part thereof, by contract or otherwise as he may elect, and for that purpose. The Contractor shall not be entitled to receive any further payment except that is due for work performed up to the time of notice to "discontinue work".

It is further understood and agreed that the foregoing provisions of this article are without prejudice to any other right or remedy which the Owner may have under this Contract.

**ARTICLE 6- SCHEDULE OF WORK DAYS** – Contractor shall strive to make its crews available on all of the Owner's *regular* workdays. The Owner will not compensate Contractor for work performed by Contractor's forces on days observed as holidays by the Owner's employee's, except in the event of emergency work authorized by the Owner. Contractor may provide its employees with paid holidays at its sole option and expense. The days currently observed as holidays by the Owner's employees are as follows:

|                        |                  |
|------------------------|------------------|
| New Year's Day         | Good Friday      |
| Memorial Day           | Fourth of July   |
| Labor Day              | Thanksgiving Day |
| Day after Thanksgiving | Christmas Eve    |
| Christmas Day          | Veterans Day     |

**ARTICLE 7- COMPLIANCE WITH LAWS.**- In performing these services, Contractor shall comply with all applicable laws, rules, and regulations, including but not limited to, the Michigan Workers' Compensation Act, federal and state tax laws. Contractor is not entitled to unemployment insurance or workers' compensation benefits. Contractor is solely liable to pay Federal and State income and withholding taxes on any monies earned for services rendered to the City of Hillsdale. Contractor certifies that it has complied, and during the term of this agreement will comply, with the Immigration Reform and Control Act of 1986. The City of Hillsdale is exempt from state sales tax and federal excise tax, unless otherwise indicated in the bid or proposal documents.

#### **ARTICLE 8- INSURANCE**

(a) At its own expense, Contractor shall acquire and continue in effect for the term of the Contract, insurance providing the following coverage:

Commercial General Liability Insurance on an occurrence basis. This coverage shall include Personal Injury, Contractual Liability, and Products/Completed Operations insurance. The limit of liability shall be at least \$1,000,000 combined single limit for bodily injury and property damage.

Automobile liability insurance that complies with the requirements of the Michigan No-fault law with Residual Liability limit of at least \$1,000,000 combined single limit for bodily injury and property damage. There shall be coverage for owned, hired, and non-owned vehicles.

Worker's compensation insurance as required by Michigan law.

(b) Contractor shall purchase insurance from companies acceptable to the Owner. Generally, a company rated A- or better by A.M. Best and domiciled in the United States will be acceptable.

(c) Contractor shall ensure that coverage will not be canceled nor any changes made, which alters, restricts or reduces the insurance provided or changes the name of the insured, without first giving thirty (30) days' notice in writing to the City of Hillsdale BPU Director, 45 Monroe St. Hillsdale, MI 49242.

(d) Contractor shall name the "City of Hillsdale, its employees, City Council, City Manager, and members" as additional insureds on all liability coverages other than workers compensation.

(e) The coverage granted to the Owner as an additional insured shall apply on a primary basis. The Owner's coverage shall be excess.

(f) Deductibles and retentions shall be clearly stated on any certificate of insurance and shall be the responsibility of Contractor and not the Owner.

(g) Neither the issuance of any insurance policy required by this provision, nor the minimum limits specified with respect to any insurance coverage, shall be deemed to limit or restrict in any way the liability of Contractor or its Subcontractors arising under or out of this Contract.

**(h) BEFORE PERFORMING ANY WORK**, Contractor shall provide copies of the applicable insurance certificates to the City of Hillsdale Director. **ANY WORK PERFORMED PRIOR TO PRESENTMENT OF AN ACCEPTABLE INSURANCE CERTIFICATE MAY NOT BE COMPENSABLE. CONTRACTOR PERFORMS WORK PRIOR TO THE PRESENTMENT OF ACCEPTABLE INSURANCE CERTIFICATE AT THEIR OWN RISK.**

Contractor waives all rights against the City of Hillsdale, its employees, and city council for recovery of Losses, damages and litigation expenses.

**ARTICLE 9- NONDISCRIMINATION** - Contractor agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant may be considered a material breach of contract.

**ARTICLE 10- GOVERNING LAW** - This agreement is construed in accordance with Michigan law, without regard to conflict of laws, provisions, and venue is in Hillsdale County, Michigan.

**ARTICLE 11- INDEMNIFICATION**- The Contractor shall indemnify and hold harmless the City of Hillsdale, its council members, city manager, directors, employees and agents from and against all liabilities, claims, demands, causes of action of every kind and descriptions, damages, Losses and Litigation Expenses, including but not limited to attorney's fees though appeals, arising out of or resulting from the performance of work in this contract, providing that any such claim, demand, cause of action, damage, Loss or expense (1) is attributable to bodily injury, disease or death, or to injury to or destruction of property including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, anyone directly or indirectly employed by the Contractor, or anyone for whose acts for any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

**ARTICLE 12- INDEPENDENT CONTRACTOR**- Contractor shall be solely responsible for and shall have control over the means, methods, techniques and procedures for doing the work. The Contractor is an independent Contractor and neither Contractor nor any of its employees shall be deemed to be agents or employees of the City of Hillsdale.

**ARTICLE 13-CONTRACTOR QUALIFICATIONS**- Contractor shall observe all generally recognized safety rules (including without limitations the provisions of the National Electric Safety Code and ANSI Z133.1-2000 or latest edition thereof) regulations and methods to prevent injury to all employees and other persons or damage to the

property of the City of Hillsdale or the public arising from the Contractor's operations. Contractor stipulates that he is in compliance with the OSHA 1910.269 Line Clearance Tree Trimming Standard and ANSI A300 Standard for Tree Care Operations.

**ARTICLE 14- SUBCONTRACTORS AND VENDORS**- The Owner has the right to review and reject any Subcontractor which does not meet the Owner's requirements.

The Contractor must also provide additional information as needed which is sufficient to support that the vendor or Subcontractor has the necessary facilities, experience, and financial resources to perform the work within the terms of the Contract Documents. After receiving the information, the Owner will notify Contractor within seven (7) days if any vendor or Subcontractor is unacceptable to the Owner and the reasons therefore. If a Subcontractor is deemed unacceptable by the Owner, Contractor may submit another Subcontractor for approval or advise the Owner that it intends to do the work itself. The following conditions apply to Subcontractors:

(a) Contractor shall not employ any Subcontractor without the Owner's consent. Contractor acknowledges that the Owner may deny a Contractor's request to subcontract certain portions of the Work.

(b) The Owner's approval of any Subcontractor shall not relieve Contractor of any responsibilities or liabilities. The Contractor agrees that it is as fully responsible to the Owner for the acts and omissions of its Subcontractors and of all persons either directly or indirectly employed by the Subcontractor, as it is for the acts and omissions of persons directly employed by Contractor.

(c) Nothing contained in the Contract Documents shall create any contractual relationship between any Subcontractor and the Owner.

(d) In its contract with any Subcontractor, Contractor shall require, at a minimum: *i*) Subcontractor to carry insurance coverage similar to that listed in Article 8; *ii*) the requirement that the Subcontractor meet all federal and state regulations in accordance with Article 7; and *iii*) a clause prohibiting discrimination in accordance with Article 9.

**ARTICLE 15- TERMINATION** - The Owner retains the exclusive right to terminate all or any portion of the services by giving fourteen (14) Days written notice to Contractor. If the project is terminated, the Owner will pay Contractor equitably for all services properly performed pursuant to this agreement.

**ARTICLE 16 - FORCE MAJEURE** - Neither the Owner nor Contractor shall be held responsible for any delay or default caused by fire, act of God, riot, terrorist act, war, or flood where such cause was beyond the delaying or defaulting party's reasonable control. However, Contractor shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance or its obligation under this agreement.

**ARTICLE 17- CHANGES IN SERVICES AND CLAIMS FOR EXTRAS** - The Owner shall have the right to order additions, deletions or changes in the services at any time, so long as such changes are within the general Scope of Work covered by this Contract. All requests for material changes in the services must be made in writing (Change Order). If the Owner approves and directs Contractor to proceed with a material change, Contractor shall be paid for the change as agreed to by the parties. Claims for extras or services not specifically described in the RFP, Contractor's proposal or addendums, and not approved in writing by the Owner's Representative before they were performed, will not be honored. If Contractor expects additional compensation for a change or extra, the additional compensation must have been approved in writing before it was incurred.

**ARTICLE 18- WARRANTY** - For a period of one (1) year after completion of the Work, Contractor guarantees defects due to poor workmanship. Performance shall be in accordance with the specifications or as otherwise specified in the Contract Documents.

In the event the Work fails to comply with or meet the warranty, the Contractor shall proceed at its own expense to rectify faulty workmanship or faulty performance and, if Contractor fails to do so, the Owner may rectify the error at Contractor's expense.

**ARTICLE 19- PAYMENT** - City of Hillsdale shall pay all undisputed invoices within net sixty (60) days of receipt of invoice.

**ARTICLE 20- DEFAULT** - If either party fails or refuses to substantially perform according to the terms of this Contract, that party shall be declared to be in default by the other party by a written notice and shall be given an opportunity to perform in accordance with the notice. If the default has not been corrected or meaningfully begun to be corrected within the time specified in the notice, or the defaulting party has ceased to pursue the correction with due diligence, the party declaring default may elect to (a) terminate the agreement and seek damages, or (b) treat the agreement as continuing and require specific performance, or (c) avail itself of any other remedy at law or equity.

**ARTICLE 21-EXECUTION**

The parties have each duly authorized their undersigned representatives to execute this agreement as of the date first written above intending to be fully bound to this agreement by the signatures of their representatives.

City of Hillsdale Board of Public Utilities, Michigan

Contractor

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Title

Title

**BID PROPOSAL FORM  
VEGETATION MANAGEMENT SERVICES  
ROUTINE AND EMERGENT**

Bid of \* \_\_\_\_\_ hereinafter called Bidder, organized and existing under the laws of or a resident of the State of \_\_\_\_\_, doing business as \_\_\_\_\_.

\* Insert as applicable: "a corporation," "a partnership," or "an individual."

To: City of Hillsdale Board of Public Utilities, Michigan; hereinafter called

Owner.

1. The undersigned, Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Contract Documents to perform and furnish all Work for the annual tree maintenance requirements as specified or indicated in the Contract Documents for the Contract Price and within the Contract Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement of Bids and Instructions to Bidders. This Bid will remain subject to acceptance for 35 days after the day of Bid opening. Bidder will sign and submit the Agreement and other documents required by the Bidding Documents within 15 days after the date of the Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - a. Bidder has examined and carefully studied the Bidding Documents.
  - b. Bidder has visited the site and become familiar with and is satisfied as to the general local and site conditions that may affect cost, progress, performance, and furnishing of the Work.
  - c. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.
  - d. Bidder acknowledges that Owner and Owner's Representative do not assume responsibility for the accuracy of completeness of information and data shown or indicated in the Bidding Documents. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigations, studies, and data concerning conditions at or contiguous to the work sites or otherwise which may affect cost, progress, performance, or furnishing of the Work or which relates to any aspect of the means, methods, techniques, sequences and procedures to be employed by Bidder.
  - e. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated on the Contract Documents.
  - f. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, and all examinations, investigations, explorations, studies and data with the Contract Documents.
  - g. Bidder has given the Owner's Representative written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by is acceptable to the Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.
  - h. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

4. Crew Rates include all labor and major equipment, tools, and materials to perform the Scope of Work for a maximum of 1900 crew hours and a minimum of 1500 crew hours per year worked during years 2021, 2022 and 2023 with a 1 year extension option. Bidder will complete the Work for the following prices:

Three (3) person crew rate attached bid for \$\_\_\_\_\_ /Hour

Two (2) person crew rate attached bid for \$\_\_\_\_\_ /Hour

GUARANTEED START DATE\_\_\_\_\_

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the city to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

SIGNATURE OF BIDDER\_\_\_\_\_

BY\_\_\_\_\_ TITLE\_\_\_\_\_

NAME OF COMPANY\_\_\_\_\_

ADDRESS\_\_\_\_\_

CITY\_\_\_\_\_ STATE\_\_\_\_\_ ZIP CODE\_\_\_\_\_

TELEPHONE\_\_\_\_\_ FAX\_\_\_\_\_

EMAIL\_\_\_\_\_ DATE\_\_\_\_\_

Please direct any questions to:  
Chris McArthur  
Director of Utilities  
(517) 437-6418







**NOTICE OF AWARD  
CONTRACT FOR 2021 ELECTRIC LINE CLEARANCE & VEGETATION MANAGEMENT  
SERVICES  
CITY OF HILLSDALE BOARD  
OF PUBLIC UTILITIES, MI.**

Dated: \_\_\_\_\_, 20\_\_\_\_

TO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

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Contract: 2021 ELECTRIC LINE CLEARANCE & VEGETATION MANAGEMENT SERVICES

You are notified that your Bid dated \_\_\_\_\_, 20\_\_\_\_ for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the years 2021, 2022 and 2023 for Electric Line Clearance and Vegetation Management Services.

The Crew Rates, (which includes all major equipment, tools, and materials), of your contract are:

Three (3) person crew \_\_\_\_\_ / Hour

Two (2) person crew \_\_\_\_\_ / Hour

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award; that is by \_\_\_\_\_, 20\_\_\_\_.

1. You must deliver to the Owner, two (2) fully executed Contracts. Each of the Contracts must bear your signature at the designated location.
2. You must deliver the specified certificates of Insurance as noted in The Contract; Article 8.
3. You must submit verification of Electric Utility Line Clearance Certification for each worker assigned to this job.

Failure to comply with these conditions within the time specified will entitle the Owner to consider your Bid abandoned, and to annul this Notice of Award.

Within 10 days after you comply with those conditions, Owner will return to you one fully signed counterpart of the agreement.

City of Hillsdale:

By: \_\_\_\_\_  
(Authorized Signature)

Chris McArthur, Director



# City of Hillsdale, Michigan

## BID SHEET

Project: ARBOR & ELM COURT - WATERMAIN & SEWER LINE CONSTRUCTION  
 Date: 3/31/21 2:00 PM  
 P: 2021-6

| Company               | ELM CT                | ELM CT (RES) RESTORATION | ARBOR CT   |
|-----------------------|-----------------------|--------------------------|------------|
| CONCORD EXCAVATING    | <del>122,125.00</del> | 44,767.50                | 106,600.00 |
| DUBOIS TRUCKING       | 134,556.00            | 63,761.25                | 85,205.00  |
| LUKAZCEK EXCAVATING   | 112,953.52            | 43,861.20                | 70,923.51  |
| BAILEY EXCAVATING INC | 184,167.60            | 55,311.00                | 136,855.50 |
| RJT CONSTRUCTION      | 86,279.00             | 36,430.00                | 51,169.00  |
|                       |                       |                          |            |
|                       |                       |                          |            |
|                       |                       |                          |            |

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the City to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged:

| <u>Addendum No.</u> | <u>Addendum Date</u> |
|---------------------|----------------------|
| <u>Addendum 1</u>   | <u>March 16</u>      |
| _____               | _____                |
| _____               | _____                |

Certification Regarding Debarment, Suspension and Other Responsibility Matters—  
Primary Covered Transaction

- i. The prospective primary participant certifies to the best of its knowledge and belief, that it and all its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or committee; (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification and (d) Have not within a three-year period preceding this application/proposal had one or more public transaction (Federal, State or local) terminated for cause or default.

**PROPOSAL:**

All bids will be paid utilizing Unit Prices in accordance with the submitted proposal for each part of the bid.

**Arbor Court – Water Main Construction (Base Bid)**

| ITEM DESCRIPTION  | QUANT. | UNIT | UNIT COST             | TOTAL COST             |
|---|--------|------|-----------------------|------------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                       | 1      | LS   | \$2,400 <sup>00</sup> | \$2,400 <sup>00</sup>  |
| Curb & Gutter, Rem  | 45     | LF   | \$10 <sup>00</sup>    | \$450 <sup>00</sup>    |
| HMA Surface, Rem  | 275    | SY   | \$6 <sup>00</sup>     | \$1,650 <sup>00</sup>  |
| Pav't, Rem  | 15     | SY   | \$10 <sup>00</sup>    | \$150 <sup>00</sup>    |
| Abandon and Remove Existing<br>Valve Box                      | 2      | EA   | \$100 <sup>00</sup>   | \$200 <sup>00</sup>    |
| Abandon and Remove Existing<br>Curb Stop                      | 3      | EA   | \$50 <sup>00</sup>    | \$150 <sup>00</sup>    |
| Disconnect Existing 2" Main                                   | 1      | EA   | \$600 <sup>00</sup>   | \$600 <sup>00</sup>    |
| Water Main, DI, 6 Inch, Tr Det G                              | 230    | LF   | \$92 <sup>00</sup>    | \$21,160 <sup>00</sup> |
| Gate Valve and Box, 6"  | 2      | EA   | \$1,135 <sup>00</sup> | \$2,270 <sup>00</sup>  |
| 6"x6"x6" Tee  | 1      | EA   | \$533 <sup>00</sup>   | \$533 <sup>00</sup>    |
| 6" 45 Deg. Bends  | 4      | EA   | \$403 <sup>00</sup>   | \$1,612 <sup>00</sup>  |
| 6"x2" Reducer   | 1      | EA   | \$435 <sup>00</sup>   | \$435 <sup>00</sup>    |
| Fire Hydrant Assembly   | 1      | EA   | \$4,692 <sup>00</sup> | \$4,692 <sup>00</sup>  |
| Connect to Existing Main                                      | 2      | EA   | \$856 <sup>00</sup>   | \$1,712 <sup>00</sup>  |
| Water Service with Curb Stop<br>Box (Main to Curb Stop)       | 4      | EA   | \$960 <sup>00</sup>   | \$3,840 <sup>00</sup>  |
| Lead Service Line Replacement<br>(Curb Stop to 18" into home) | 1      | EA   | \$2,100 <sup>00</sup> | \$2,100 <sup>00</sup>  |

|   |   |    |                       |                        |
|---|---|----|-----------------------|------------------------|
| 4" Line Valve Replacement<br>(at intersection of Lumbar and Orchard Ridge, east side) | 1 | EA | \$2,925               | \$2,925 <sup>00</sup>  |
| 6" Line Valve Replacement<br>(on Hillcrest Dr. 15' north of River St.)                | 1 | EA | \$3,290 <sup>00</sup> | \$3,290 <sup>00</sup>  |
| Traffic Control   | 1 | LS | \$1,000 <sup>00</sup> | \$1,000 <sup>00</sup>  |
| GRAND TOTAL:  |   |    |                       | \$51,169 <sup>00</sup> |

**Elm Court – Water Main and Sanitary Sewer Construction (Base Bid)**

| ITEM DESCRIPTION  | QUANT. | UNIT | UNIT COST             | TOTAL COST             |
|---|--------|------|-----------------------|------------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                       | 1      | LS   | \$3,600 <sup>00</sup> | \$3,600 <sup>00</sup>  |
| Sidewalk, Rem   | 60     | SY   | \$10 <sup>00</sup>    | \$600 <sup>00</sup>    |
| HMA Surface, Rem  | 530    | SY   | \$6 <sup>00</sup>     | \$3,180 <sup>00</sup>  |
| Pav't, Rem  | 20     | SY   | \$10 <sup>00</sup>    | \$200 <sup>00</sup>    |
| Curb & Gutter, Rem  | 275    | LF   | \$8 <sup>00</sup>     | \$2,200 <sup>00</sup>  |
| Dr Structure, Rem   | 1      | EA   | \$250 <sup>00</sup>   | \$250 <sup>00</sup>    |
| Abandon and Remove<br>Existing Valve Box                      | 1      | EA   | \$100 <sup>00</sup>   | \$100 <sup>00</sup>    |
| Abandon and Remove<br>Existing Curb Stop                      | 4      | EA   | \$50 <sup>00</sup>    | \$200 <sup>00</sup>    |
| Disconnect Existing 2" Main                                   | 1      | EA   | \$600 <sup>00</sup>   | \$600 <sup>00</sup>    |
| Water Main, DI, 6 Inch, Tr Det G                              | 280    | LF   | \$94 <sup>00</sup>    | \$26,320 <sup>00</sup> |
| Gate Valve and Box, 6"  | 2      | EA   | \$1,135 <sup>00</sup> | \$2,270 <sup>00</sup>  |
| 6" 45 Deg. Bends  | 6      | EA   | \$403 <sup>00</sup>   | \$2,418 <sup>00</sup>  |
| Fire Hydrant Assembly   | 1      | EA   | \$4,692 <sup>00</sup> | \$4,692 <sup>00</sup>  |
| Live Tap at Existing 8" Main                                  | 1      | EA   | \$2,700 <sup>00</sup> | \$2,700 <sup>00</sup>  |
| Water Service with Curb Stop<br>Box (Main to Curb Stop)       | 4      | EA   | \$964 <sup>00</sup>   | \$3,856 <sup>00</sup>  |
| Lead Service Line Replacement<br>(Curb Stop to 18" into home) | 2      | EA   | \$2,100 <sup>00</sup> | \$4,200 <sup>00</sup>  |
| Sanitary Sewer, 8 Inch, Tr Det B                              | 225    | LF   | \$66 <sup>00</sup>    | \$14,850 <sup>00</sup> |
| Sanitary Structure, 48 Inch Dia.                              | 2      | EA   | \$2,254 <sup>00</sup> | \$4,508 <sup>00</sup>  |
| Sanitary Sewer Tap, 4 Inch<br>@ Manhole                       | 2      | EA   | \$1,055 <sup>00</sup> | \$2,110 <sup>00</sup>  |
| Sanitary Sewer Tap, 4 Inch<br>@ Main                          | 3      | EA   | \$975 <sup>00</sup>   | \$2,925 <sup>00</sup>  |

|                              |   |    |                        |                         |
|------------------------------|---|----|------------------------|-------------------------|
| Sanitary Conn to Existing MH | 1 | EA | \$ 500 <sup>00</sup>   | \$ 5,000 <sup>00</sup>  |
| Traffic Control              | 1 | LS | \$ 4,000 <sup>00</sup> | \$ 4,000 <sup>00</sup>  |
| GRAND TOTAL:                 |   |    |                        | \$ 86,279 <sup>00</sup> |

**Elm Court – Restoration (Contract Addition)**

| ITEM DESCRIPTION             | QUANT. | UNIT | UNIT COST            | TOTAL COST              |
|------------------------------|--------|------|----------------------|-------------------------|
| HMA, 13A (220lbs/SY)         | 65     | TONS | \$ 152 <sup>00</sup> | \$ 9,880 <sup>00</sup>  |
| HMA, 36A (220lbs/SY)         | 65     | TONS | \$ 152 <sup>00</sup> | \$ 9,880 <sup>00</sup>  |
| Curb & Gutter, Conc, F4      | 300    | LF   | \$ 30 <sup>00</sup>  | \$ 9,000 <sup>00</sup>  |
| Dr. Structure Cover, Adj     | 4      | EA   | \$ 500 <sup>00</sup> | \$ 2,000 <sup>00</sup>  |
| Sidewalk, Conc, 4 Inch       | 275    | SF   | \$ 6 <sup>00</sup>   | \$ 1,650 <sup>00</sup>  |
| Sidewalk/Drive, Conc, 6 Inch | 165    | SF   | \$ 8 <sup>00</sup>   | \$ 1,320 <sup>00</sup>  |
| Sidewalk Ramp, 6 Inch        | 50     | SF   | \$ 12 <sup>00</sup>  | \$ 600 <sup>00</sup>    |
| Detectable Warning Surface   | 10     | LF   | \$ 70 <sup>00</sup>  | \$ 700 <sup>00</sup>    |
| Turf Restoration             | 200    | SY   | \$ 7 <sup>00</sup>   | \$ 1,400 <sup>00</sup>  |
| GRAND TOTAL:                 |        |      |                      | \$ 36,430 <sup>00</sup> |

II. Where the prospective primary participant is unable to certify to any the statements in this certification, such prospective participant shall attach an explanation to this proposal.

SIGNATURE NAME OF PROPOSER Todd Faling

PRINTED NAME OF PROPOSER Todd Faling

TITLE President

NAME OF COMPANY RJT Construction CO

ADDRESS 3318 Vrooman Rd

CITY/STATE/ZIP JACKSON MI 49201 TELEPHONE 517-782-6618

EMAIL rjtconstruction@comcast.net DATE 3/31/2021





# OLD REPUBLIC INSURANCE COMPANY

## POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania stock insurance corporation, does make, constitute and appoint: NATHAN G. CHAPMAN, ROBERT G. CHAPMAN, DAVID G. CHAPMAN, MARCIA J. MILLER, CLOYD W. BARNES of LANSING, MI

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

### ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC INSURANCE COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a meeting held on December 10, 2019. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC INSURANCE COMPANY on December 10, 2019.

RESOLVED FURTHER, that the chairman, president or any vice president of the Company's surety division, in conjunction with the secretary or any assistant secretary of the Company, be and hereby are authorized and directed to execute and deliver, to such persons as such officers of the Company may deem appropriate, Powers of Attorney in the form presented to and attached to the minutes of this meeting, authorizing such persons to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds, other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and not guaranty bonds. The said officers may revoke any Power of Attorney previously granted to any such person.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company (i) when signed by chairmen, president or any vice president of the Company's surety division and attested and sealed (if a seal be required) by any secretary or assistant secretary; or (ii) when signed by a duly authorized Attorney-in-Fact and sealed with the seal of the Company (if a seal be required).

RESOLVED FURTHER, that the signature of any officer designated above, and the seal of the Company, may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC INSURANCE COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 17th day of February, 2021.

*Karen J. Haffner*  
Assistant Secretary



OLD REPUBLIC INSURANCE COMPANY  
*Alan Pavlic*  
Vice President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 21st day of February, 2021, personally came before me, Alan Pavlic and Karen J. Haffner, to me known to be the individuals and officers of the OLD REPUBLIC INSURANCE COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said organization.



*Kathryn R. Pearson*  
Notary Public

My Commission Expires: September 28, 2022

(Expiration of notary's commission does not invalidate this instrument)

### CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



Signed and sealed at the City of Brookfield, WI this 31st day of March, 2021

46-0102

ORSC 11008 (6-93)

DAVID CHAPMAN AGENCY INC

*Karen J. Haffner*  
Assistant Secretary

Bond No. NA

**BID BOND**  
The American Institute of Architects,  
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we RJT Construction Company  
3318 Vrooman Road, Jackson, MI 49201

as Principal hereinafter called the Principal, and Old Republic Insurance Company  
a corporation duly organized under the laws of the state of Pennsylvania as Surety, hereinafter called the Surety,  
are held and firmly bound unto City of Hillsdale  
97 N Broad Street, Hillsdale, MI 49242

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Bid

Dollars (\$ 5% of Bid), for the payment of which sum well and truly to be made, the said Principal and the  
said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly  
by these presents.

WHEREAS, the Principal has submitted a bid for Arbor and Elm Court - Water Main and Sewer Line Construction

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract  
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the  
bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for  
the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the  
Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference  
not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the  
Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation  
shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 31st day of March, 2021

[Signature]  
Witness

RJT Construction Company  
Principal (Seal)  
By: [Signature] President  
Name/Title

[Signature]  
Witness

Old Republic Insurance Company  
Surety (Seal)  
By: [Signature]  
Marcia J. Miller Attorney-in-Fact

**CITY OF HILLSDALE, MICHIGAN  
ADVERTISEMENT FOR BIDS**

**Arbor and Elm Court – Water Main and Sewer Line Construction**

The City of Hillsdale Board of Public Utilities (BPU) is requesting proposals for the following project(s):

Arbor Court – Construction of a new water main including the installation of a fire hydrant assembly, water service lines and lead service line replacements

Elm Court -- Construction of a new water main sanitary sewer main, including the installation of a fire hydrant assembly, water service lines and sanitary sewer leads and lead service line replacements.

All work shall be in accordance with the project drawings, project specifications and any applicable sections of the 2012 MDOT Standard Specifications for Construction.

**RFP due date/ Public Opening:**

Sealed proposals are due by 2:00 pm (local time) on March 31, 2021 at the following location:

Hillsdale City Hall  
Office of the City Clerk  
97 N. Broad Street  
Hillsdale, MI 49242

**Project Locations:**

Arbor Court – Located in the Northeast quadrant of the city off of Hillcrest Drive.

Elm Court – Located in the Southwest quadrant of the city off of S. Howell Street.

**Scope of Work:**

Arbor Court – Work at this location includes the installation of approximately 200 LF new 6” water main to replace an existing undersized 2” main from the Hillcrest intersection to the end of the cul-de-sac. As part of the work a new hydrant assembly will be installed at the end of the new water main at the end of the cul-de-sac. Three new copper water services and curb stops shall be installed with the new main. The contractor will be expected to coordinate all pressure testing, chlorination and bacterial testing with city staff following installation of the water main prior to placing the main into service.

Lead service line replacements, from both house to curb stop and/or curb stop to water main, may be included in this project. Currently one location will require

replacement from the water main to the curb stop other locations are being evaluated by city staff. Pricing will be required for both possibilities. All required agreements for access into the homes will be coordinated by city staff prior to commencement of the work on the project.

Traffic Control for this work will consist of a "Road Construction Ahead" sign located on Hillcrest Drive east of Arbor Ct.

Pavement, sidewalk and turf restorations are expected to be completed under another street project contract. However, should this street project not move forward the city is requesting bid prices for restoration work including paving, concrete and turf restorations as a potential addition to this contract. The status of the street project will be known prior to the award of this project.

Elm Court – Work at this location includes the installation of approximately 275 LF new 6" water main to replace an existing undersized 2" main from the east side of S. Howell St. intersection to the end of the cul-de-sac. As part of the work a new hydrant assembly will be installed at the end of the new water main at the end of the cul-de-sac. Four new copper water services and curb stops shall be installed with the new main. The contractor will be expected to coordinate all pressure testing, chlorination and bacterial testing with city staff following installation of the water main prior to placing the main into service. Connections to the new water main may be completed by live tap or other approved method.

Lead service line replacements are required for two properties on Elm Ct. and shall be completed with this contract. All required agreements for access into the homes will be coordinated by city staff prior to commencement of the work on the project.

Construct 217 LF of new 8" dia. PVC sanitary sewer within Elm Court per the project drawings. This sewer main will start at the existing sanitary manhole within S. Howell Street and extend west to a newly constructed 24" dia. sanitary sewer manhole structure within Elm Court.

Five sanitary sewer leads will require reconnection to the new main. The contractor will be expected to make these connections, utilizing new PVC materials, from the new sewer main, or sewer manhole, to the existing service leads approximately 2' behind the curb line. These sewer leads are estimated to be 4" diameter. Two of these sewer lead will be connected directly into the new sanitary manhole structure.

Traffic control for this work is a shown in the project drawings.

Pavement, sidewalk and turf restorations are expected to be completed under another street project contract. However, should this street project not move forward the city is requesting bid prices for restoration work including paving,

concrete and turf restorations as a potential addition to this contract. The status of the street project will be known prior to the award of this project.

**Proposed Project Schedule:**

|   |                          |
|---|--------------------------|
| BPU Board Presentation:                     | April 13, 2021           |
| City Council Anticipated Award of Contract: | April 19, 2021           |
| Construction Start Date:                    | Following contract award |
| Construction Completion Date:               | June 30, 2021            |

**Instructions to proposers:**

- Proposals must be typewritten or clearly printed in ink and signed by a duly authorized representative of the firm submitting the proposal.
- Proposals must be submitted in sealed envelopes, clearly marked on the outside, "Arbor & Elm Ct Water Main and Sewer Construction – City of Hillsdale"
- Proposals will be received by the City Clerk, City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242, at the above required time. All proposals will be date stamped and time marked upon receipt. Proposals may not be faxed or e-mailed.
- No proposal will be accepted after the time designated for the receipt of proposals set forth above. Each bidder shall and will be fully and solely responsible for delivery of the proposal prior to the appointed date and hour designated for the receipt of all proposals, and shall assume the risk of late delivery or non-delivery regardless of the manner the bidder employs for the proposal's delivery or the reason for such late delivery or non-delivery.
- The City of Hillsdale reserves the right to reject any and all proposals and to waive any defects or informalities in proposals, to accept the bid that it determines to be the lowest competitive bid from a competent bidder meeting specifications and to negotiate with the bidder or bidders who, in the judgment of the Hillsdale City Manager, are deemed the most advantageous for the public and the City.
- The City of Hillsdale reserves the right to take other action before a contract is signed or a purchase order is approved; even after City Council accepts or approves the proposal.
- Proposals submitted in response to this invitation shall become the property of the City of Hillsdale and be a matter of public record and available for review.
- Communications regarding this proposal may be directed to:  
Kristin Bauer  
City Engineer  
City of Hillsdale  
Hillsdale, MI 49242  
517-437-6479  
[kbauer@cityofhillsdale.org](mailto:kbauer@cityofhillsdale.org)

**Conditions applicable to proposal:**

- Applicable Laws: The Ordinances and Charter of the City of Hillsdale and laws of the State of Michigan concerning competitive bidding, contracts and purchases will be employed.

- The City of Hillsdale hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids to this invitation and will not be discriminated against on grounds of sex, race, color, age, weight, height, marital status, religion or national origin in the consideration for an award.
- This request for proposal does not commit the City of Hillsdale to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services.
- The City is exempt from the payment of any federal excise or any Michigan sales tax (State of Michigan Sales Tax Exemption number: 38-6004621). The price must be net, exclusive of taxes.

**Indemnification:**

The Contractor shall indemnify and hold harmless the City of Hillsdale, its council members, city manager, directors, employees and agents from and against all liabilities, claims, demands, causes of action of every kind and descriptions, damages, Losses and Litigation Expenses, including but not limited to attorney's fees through appeals, arising out of or resulting from the performance of work in this contract, providing that any such claim, demand, cause of action, damage, Loss or expense (1) is attributable to bodily injury, disease or death, or to injury to or destruction of property including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, anyone directly or indirectly employed by the Contractor, or anyone for whose acts for any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

**Insurance:**

The Contractor shall, at its own expense, provide for the payment of Worker's Compensation benefits to its employees employed on or in connection with the work covered by this RFP, in accordance with applicable laws and statutorily required.

- The Contractor shall, at its own expense, carry and maintain Comprehensive General Public Liability Insurance with minimum limits of Bodily Injury of \$500,000 per person, \$1,000,000 per accident, \$250,000 per occurrence of property damage and \$2,000,000 Excess Liability. Blanket contractor and completed operations coverage shall be included with the same minimums.
- The Contractor shall, at its own expense, carry and maintain Comprehensive Auto Liability with the same limits as for General Public Liability. Liability coverage shall name City of Hillsdale as an additional insured.
- The Contractor shall likewise require its subcontractors, if any, to provide for such benefits and carry and maintain such insurance at no expense to the City.

- Before commencement on the project contemplated herein, and at any time thereafter upon written request by the City, the Contractor shall furnish the City with a copy of certificates of insurance as evidence that policies providing the required coverage's and limits of insurance are in full force and effect.
- All insurance coverage furnished under this Contract, with the exception of Worker's Compensation and Employer's Liability, shall include the City, and employees as additional insured with respect to the activities of the Contractor and its subcontractors. Any certificate or certificates presented as evidence of insurance shall specify the date when such benefits and insurance expire. The Contractor agrees that said benefits and insurance shall be provided and maintained until after the entire work under the Contract has been performed and accepted. The Contractor shall provide the City at least thirty (30) days advance written notice prior to cancellation, termination, or material alteration of said policies of insurance.

**Changes and addenda to proposal documents:**

Information of change or addendum issued in relation to this document will be on file and available in the Office of the City Clerk, as well as published on MITN. In addition, to the extent possible, copies will be emailed to each vendor registered as having received a set of documents. It shall be the proposer's responsibility to make inquiry as to the changes or addenda issued. All such changes or addenda shall become part of the contract and all proposers shall be bound by such addenda.

**Proposal results:**

All proposals submitted in response to this invitation shall become the property of the City of Hillsdale and be a matter of public record available for review. A proposal tabulation will be available for review after the proposal opening.

**Anti-Collusion:**

Any evidence of agreement or collusion among bidders and/or prospective bidders acting to illegally restrain freedom of competition by agreement to bid fixed prices, or otherwise, will render their offers void.

**Bid Bond/ Performance Bond:**

Bids must contain the names of every person or company interested therein and shall be accompanied by a Bid Bond in the amount of 5% of the amount bid with satisfactory corporate surety, subject to conditions provided in the Instructions to Bidders. The successful bidder will be required to furnish satisfactory Performance Bond and Maintenance and Guarantee Bond in the amount of 100% of the Bid, and Labor and Material Bond in the amount of 50% of the Bid

**PROPOSAL:**

All bids will be paid utilizing Unit Prices in accordance with the submitted proposal for each part of the bid.

**Arbor Court – Water Main Construction (Base Bid)**

| <b>ITEM DESCRIPTION</b>                                    | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|--|---------------|-------------|------------------|-------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                    | 1             | LS          |                  |                   |
| Curb & Gutter, Rem   | 45            | LF          |                  |                   |
| HMA Surface, Rem   | 275           | SY          |                  |                   |
| Pav't, Rem   | 15            | SY          |                  |                   |
| Abandon and Remove Existing Valve Box                      | 2             | EA          |                  |                   |
| Abandon and Remove Existing Curb Stop                      | 3             | EA          |                  |                   |
| Disconnect Existing 2" Main                                | 1             | EA          |                  |                   |
| Water Main, DI, 6 Inch, Tr Det G                           | 230           | LF          |                  |                   |
| Gate Valve and Box, 6"                                     | 2             | EA          |                  |                   |
| 6"x6"x6" Tee   | 1             | EA          |                  |                   |
| 6" 45 Deg. Bends   | 4             | EA          |                  |                   |
| 6"x2" Reducer  | 1             | EA          |                  |                   |
| Fire Hydrant Assembly                                      | 1             | EA          |                  |                   |
| Connect to Existing Main                                   | 2             | EA          |                  |                   |
| Water Service with Curb Stop Box (Main to Curb Stop)       | 4             | EA          |                  |                   |
| Lead Service Line Replacement (Curb Stop to 18" into home) | 1             | EA          |                  |                   |
| Traffic Control  | 1             | LS          |                  |                   |
| <b>GRAND TOTAL:</b>  |               |             |                  |                   |



**Arbor Court – Restoration (Contract Addition)**

| <b>ITEM DESCRIPTION</b>      | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|------------------------------|---------------|-------------|------------------|-------------------|
| HMA, 13A (220lbs/SY)         | 35            | TONS        |                  |                   |
| HMA, 36A (220lbs/SY)         | 35            | TONS        |                  |                   |
| Curb & Gutter, Conc, F4      | 45            | LF          |                  |                   |
| Sidewalk/Drive, Conc, 6 Inch | 135           | SF          |                  |                   |
| Turf Restoration             | 200           | SY          |                  |                   |
| <b>GRAND TOTAL:</b>          |               |             |                  |                   |

**Elm Court – Water Main and Sanitary Sewer Construction (Base Bid)**

| <b>ITEM DESCRIPTION</b>                                    | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|--|---------------|-------------|------------------|-------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                    | 1             | LS          |                  |                   |
| Sidewalk, Rem  | 60            | SY          |                  |                   |
| HMA Surface, Rem   | 530           | SY          |                  |                   |
| Pav't, Rem   | 20            | SY          |                  |                   |
| Curb & Gutter, Rem   | 275           | LF          |                  |                   |
| Dr Structure, Rem  | 1             | EA          |                  |                   |
| Abandon and Remove Existing Valve Box                      | 1             | EA          |                  |                   |
| Abandon and Remove Existing Curb Stop                      | 4             | EA          |                  |                   |
| Disconnect Existing 2" Main                                | 1             | EA          |                  |                   |
| Water Main, DI, 6 Inch, Tr Det G                           | 280           | LF          |                  |                   |
| Gate Valve and Box, 6"                                     | 2             | EA          |                  |                   |
| 6" 45 Deg. Bends   | 6             | EA          |                  |                   |
| Fire Hydrant Assembly                                      | 1             | EA          |                  |                   |
| Live Tap at Existing 8" Main                               | 1             | EA          |                  |                   |
| Water Service with Curb Stop Box (Main to Curb Stop)       | 4             | EA          |                  |                   |
| Lead Service Line Replacement (Curb Stop to 18" into home) | 2             | EA          |                  |                   |
| Sanitary Sewer, 8 Inch, Tr Det B                           | 225           | LF          |                  |                   |
| Sanitary Structure, 24 Inch Dia.                           | 2             | EA          |                  |                   |
| Sanitary Sewer Tap, 4 Inch @ Manhole                       | 2             | EA          |                  |                   |
| Sanitary Sewer Tap, 4 Inch @ Main                          | 3             | EA          |                  |                   |

|                              |   |    |  |  |
|------------------------------|---|----|--|--|
| Sanitary Conn to Existing MH | 1 | EA |  |  |
| Traffic Control              | 1 | LS |  |  |
| <b>GRAND TOTAL:</b>          |   |    |  |  |

**Elm Court – Restoration (Contract Addition)**

| <b>ITEM DESCRIPTION</b>      | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|------------------------------|---------------|-------------|------------------|-------------------|
| HMA, 13A (220lbs/SY)         | 65            | TONS        |                  |                   |
| HMA, 36A (220lbs/SY)         | 65            | TONS        |                  |                   |
| Curb & Gutter, Conc, F4      | 300           | LF          |                  |                   |
| Dr. Structure Cover, Adj     | 4             | EA          |                  |                   |
| Sidewalk, Conc, 4 Inch       | 275           | SF          |                  |                   |
| Sidewalk/Drive, Conc, 6 Inch | 165           | SF          |                  |                   |
| Sidewalk Ramp, 6 Inch        | 50            | SF          |                  |                   |
| Detectable Warning Surface   | 10            | LF          |                  |                   |
| Turf Restoration             | 200           | SY          |                  |                   |
| <b>GRAND TOTAL:</b>          |               |             |                  |                   |

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the City to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged:

| <u>Addendum No.</u> | <u>Addendum Date</u> |
|---------------------|----------------------|
| _____               | _____                |
| _____               | _____                |
| _____               | _____                |

Certification Regarding Debarment, Suspension and Other Responsibility Matters—  
Primary Covered Transaction

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and all its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or committee; (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification and (d) Have not within a three-year period preceding this application/proposal had one or more public transaction (Federal, State or local) terminated for cause or default.

II. Where the prospective primary participant is unable to certify to any the statements in this certification, such prospective participant shall attach an explanation to this proposal.

SIGNATURE NAME OF PROPOSER\_\_\_\_\_

PRINTED NAME OF PROPOSER\_\_\_\_\_

TITLE \_\_\_\_\_

NAME OF COMPANY\_\_\_\_\_

ADDRESS\_\_\_\_\_

CITY/STATE/ZIP\_\_\_\_\_ TELEPHONE\_\_\_\_\_

EMAIL\_\_\_\_\_ DATE\_\_\_\_\_

# TECHNICAL SPECIFICATIONS

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## PROJECT RESTORATION ADDITION SPECIFICATIONS

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## CITY OF HILLSDALE GENERAL INFORMATION

### DESCRIPTION

All work shall be performed promptly and professionally in conjunction with the attached specifications, the 2012 MDOT Standard Specifications for Construction and City of Hillsdale Codes and Ordinances, as applicable.

Work covered by these documents include, but are not limited to the following:

- Water main and services construction on Arbor and Elm Courts
- Sanitary sewer main and service lead construction on Elm Court.
- Coordination with City Staff and Property Owners.

### SITE ACCESS/HOURS OF WORK

- By City of Hillsdale Ordinance Section 14-63, work shall be restricted to the following hours, except as work may relate to the safety and/or protection of persons, the work or the property at the site:
  - Monday through Saturday (except legal Holidays): 7:00am to 6:00pm
  - Work requests outside these time limits require written permission of the City Manager.
- Contractor shall limit construction access to the site from public roadways and use of the private premises to allow for private resident access, as applicable. All access to the site shall be coordinated with the resident for should access be required beyond the public rights-of-way (ROW).

### REQUIRED SUBMITTALS

Submit product certificates, at the request of the city, on the Manufacturer's letterhead certifying that the product complies with the requirements herein and products were made in America.

### PERMITS

Contractor shall obtain, pay and comply with all required permits. The contractor shall ensure that all permits to be issued have been obtained prior to beginning of any work.

This section includes provisions for specific permits but may not include all required permits.

- Work performed within the limits of the public ROW will require a permit from the City of Hillsdale Public Services Department. Costs will be waived for this permit, however the Contractor shall comply with all other requirements of the permit. For information on this permit contact the Department of Public Services located at 149 Water Works Ave., Hillsdale, MI 49242, Phone: 517-437-6490.
- Obtain a plumbing permit (ONLY related to work on Lead Service Lines into the homes) from the Hillsdale County Building Inspection Department located at the

Hillsdale County Office Building, 33 McCollum Street, Hillsdale, MI 49242. The Plumbing Inspector is Terry Thatcher and can be contacted at 517-437-4130.

- EGLE Permits – Permitting through EGLE is being facilitated by City Staff. The water main on Arbor Court is currently permitted and the permit for Elm Court is anticipated for approval prior to award of this contract.

#### SITE PRODUCT STORAGE & CLEANING

- Products for the contractors use may be stored within the public ROW and shall be properly secured and barricaded. Any areas damaged by the material storage shall be restored at completion of the project to the satisfaction of the Department of Public Services and this contract.
- No loose material i.e.; soil materials, stone, etc. shall be stored within the roadway. Loose materials stored off the roadway shall be surrounded by properly installed silt fence or similar measures to ensure material will not wash into the roadway and/or storm sewer systems.
- Contractor shall ensure the work area is maintained free of debris and waste materials are removed daily.
- Contractor shall maintain and ensure all paved surfaces are kept clean.
- Should dust or other site issues become an issue the contractor shall correct any unsatisfactory conditions within 24 hours of notice of the issue. Should the contractor not mitigate the issues in a timely manner the city may arrange for corrective measures and charge the contractor for the work.



**CITY OF HILLSDALE  
SPECIAL PROVISION  
FOR  
MOBILIZATION  
Page 1 of 1**

DESCRIPTION

This work shall be done in accordance with Section 150 of the MDOT 2012 Standard Specifications for Construction and as specified herein.

CONSTRUCTION

Work shall include the preparatory work and operations including, but not limited to, the following:

- Preparatory work and expenses incurred prior to beginning work onsite.
- Transport materials, personnel, and equipment to the job site.
- Establishment of temporary onsite construction facilities, if required.
- Provided insurance, bonds, and other costs associated with the project in general and not included in other pay items.
- Coordination with property owners.
- All required submittals.

MEASUREMENT AND PAYMENT

This pay item as listed for Mobilization (Max. 5% of Bid Amount) will be paid for at the contract Lump Sum (LS) amount as follows:

PAY ITEM

Mobilization (Max. 5% of Bid Amount)

PAY UNIT

Lump Sum (LS)

- 50% of the Mobilization payment will be made after 5% of the original contract amount is earned and billed.
- Final 50% payment will be made after 25% of the contract amount is earned and billed.

**CITY OF HILLSDALE  
SPECIAL PROVISION  
FOR  
WATER MAINS  
Page 1 of 15**

PART ONE - GENERAL

1.01 Description

- A. The CONTRACTOR shall furnish all labor, materials, and equipment required to construct water main, and all necessary appurtenant work as herein specified. The water main shall be installed in the locations as shown on the plans and shall meet the line acceptance tests.

1.02 Testing

A. General

1. Furnish all equipment and personnel to conduct system acceptance tests as specified herein. All tests shall be conducted under the supervision of the ENGINEER. No acceptance tests shall be conducted until the entire system is constructed or just prior to placing the system in service, provided the water main has been installed and backfilled for not less than 30 days.
2. All water mains, branches, and valves shall be tested for pressure, leakage and disinfection.
3. Should the results of any test fail to meet the criteria established in this Specification, the CONTRACTOR shall at his own expense, locate and repair rejected section and retest until it is within specified allowance.
4. Provide all labor, supervision, pumps, measuring devices, power and other material and equipment necessary for conducting acceptance tests on all piping.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**WATER MAINS**  
Page 2 of 15

**B. Preparation**

1. After the pipe has been laid and backfilled as specified, the CONTRACTOR shall fill the line, or a valve section thereof, to be tested with water in such a manner as to expel all air from the pipe. This may be done through fire hydrants at the high points; or, if no hydrant is available at such point, the CONTRACTOR shall make the taps necessary to accomplish the expulsion of all air. At the close of the test all taps shall be satisfactory plugged with brass plugs.
2. Only City of Hillsdale personnel or the CONTRACTOR under direct supervision of City of Hillsdale personnel may fill or flush lines.

**C. Sequence**

1. All water mains connected to an existing water system shall be flushed, chlorinated and bacteriological tested prior to pressure testing. The sequence for acceptance testing shall be:
  - a. Flushing
  - b. Chlorination
  - c. Flushing
  - d. Bacteriological Testing
  - e. Pressure Testing
2. Where mains can be totally isolated from the existing water system with air gaps, pressure testing shall precede chlorination and bacteriological testing. The sequence for acceptance shall be:
  - a. Pressure Testing
  - b. Connect to system
  - c. Flushing
  - d. Chlorination
  - e. Flushing
  - f. Bacteriological Testing

**D. Flushing**

1. Mains shall be flushed with clean potable water until the water runs clear. When flushing mains prior to chlorination; all hydrants heads, operating stems and hydrant valves mechanisms shall be removed.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**WATER MAINS**  
Page 3 of 15

E. Chlorination

1. All disinfection of water mains shall be in conformance with AWWA standards 651-92.
2. All new mains and pipes and existing mains contaminated by the CONTRACTOR shall be chlorinated to a minimum residual chlorine concentration of fifty (50) parts per million with commercial liquid chlorine solution or approved equal. The chlorinated water shall be allowed to stand in the mains for 24 hours. At the end of the 24-hour period the chlorinated water at all parts of the mains shall show a free available chlorine residual of not less than twenty-five (25) parts per million. If less than twenty-five (25) parts per million residual is shown at the end of the first 24 hour period, additional chlorine shall be added until a residual of not less that twenty-five (25) parts per million at all parts of the system is shown after a subsequent 24 hour period. The chlorinated water shall then be removed from the mains and the mains flushed with potable water for bacteriological testing.

F. Bacteriological Testing

1. The OWNER will take bacteriological samples of the water in the mains for analysis at two different times. The first samples will be taken 24 hours after the mains have been satisfactorily chlorinated, flushed and filled with potable water. The second sample will be taken 24 hours later. Each sample will be incubated for 24 hours.
2. The CONTRACTOR shall provide a sufficient number of corporation cocks and copper tubing for taking samples. Samples shall not be collected from hoses or fire hydrants.
3. Bacteriological testing will begin on Mondays to afford the City of Hillsdale personnel and the testing laboratory a full work week to conduct the testing.
4. The CONTRACTOR shall not be permitted to put the water main into service until two consecutive satisfactory tests have been produced.

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G. Pressure Testing

1. All pressure testing shall be in conformance with AWWA standard C600-93.
2. All pipe laid under this contract shall be subject to a hydrostatic pressure of 150 psi on the elevation of the lowest point in the system. The main shall be maintained under the test pressure for a minimum continuous period of 2 hours by pumping potable water into the line at frequent intervals. The volume of water so added shall be measured and considered to represent the leakage from the main. No pipeline installed will be accepted until the leakage is measured over a 1 hour period is less than 0.092 gallons per inch diameter of the pipe per 100 feet. All visible leaks must be corrected. The maximum length of water main to be tested at one time shall be 2000 feet.
3. If the CONTRACTOR chooses to pressure test against an existing valve he assumes the responsibility of meeting the leakage requirements. The CONTRACTOR may at his discretion provide a physical break and cutting in sleeve for pressure test.

**PART TWO – PRODUCTS**

2.01 Pipe and Fittings

- A. Ductile iron pipe water main shall meet all the requirements of the latest revision of the American National Standard Institute (ANSI) Specifications, A21.51 and the American Water Works Association (AWWA) Specification C151. All joints excepting joints for valves and hydrants shall be “push on.” Pipe shall be furnished in 18 or 20 Ft. lengths, unless otherwise required. The pipe shall meet the thickness class requirements shown in the table below.

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| Size<br>Diameter | Nominal<br>Inches | inside | Thickness<br>Class |
|------------------|-------------------|--------|--------------------|
| 4                |                   |        | 52                 |
| 6                |                   |        | 52                 |
| 8                |                   |        | 52                 |
| 10               |                   |        | 52                 |
| 12               |                   |        | 52                 |
| 14               |                   |        | 54                 |
| 16               |                   |        | 54                 |
| 18               |                   |        | 54                 |
| 20               |                   |        | 54                 |
| 24               |                   |        | 54                 |

- B. Pipe shall withstand a working pressure of 125 psi plus a 100 psi surge pressure.
- C. Pipe shall be cement-lined and seal coated with an approved bituminous seal coat in accordance with ANSI Specification A21.4 (AWWA C-104).
- D. Ductile iron or cast iron fittings shall meet all the requirements of the latest version of the ANSI specification A21.10 for a working pressure of 125 psi and be of the mechanical joint type. Plugs, where shown on the plans, shall be solid mechanical joint plug type.
- E. Mechanical joints shall be in conformity with the requirements of the latest revision of the ANSI specification A21.11. The bolts shall be of high strength, low alloy steel type.
- F. Push on joints shall meet all the requirements of the latest revision of AWWA specification C111. Push-on joints shall consist of a molded rubber gasket to affect the joint seal. A rubber gasket and sufficient lubricant to assemble the joints shall be furnished with each joint. The lubricant shall have deleterious effect upon the color, taste, or odor of potable water and shall not be corrosive to either the pipe or gasket. Pipe furnished with push-on type joints shall be equal in strength and leak tightness to pipe furnished with mechanical joints as specified when installed under identical conditions, and shall meet all other requirements of these specifications. In addition to the above mentioned requirements, the gasket and lubricant shall conform to the latest revision of the ANSI specification A21.11.

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**G.PVC PRESSURE PIPE**

1. PVC pressure pipe water main shall meet all the requirements of the latest revision of ANSI/AWWA C900 or ANSI/AWWA C905. PVC water main shall be manufactured from compounds conforming to PVC cell classification of 12454 as defined in ASTM D1784. PVC C900 pipe shall conform to DR14 and PVC C905 pipe shall conform to DR18. Pipe shall be furnished in twenty-foot lengths.
2. Restrained Joint PVC pipe shall utilize either JM Eagle Eagle Loc 900 restrained joint system or CertainTeed Certa-Lok restrained joint system. Fusible PVC pipe by Underground Solutions may also be used as an alternate to restrained joint pipe in open cut applications.
3. Fittings to be used with PVC pipe shall meet all the requirements of the latest revision of ANSI/AWWA C110/A21.10 for full body ductile iron fittings and ANSI/AWWA C153/A21.53 for compact ductile iron fittings and be of the mechanical joint type.
4. Mechanical restraint devices for PVC pipe shall consist of multiple gripping wedges incorporated into a follower gland meeting the applicable requirements of ANSI/AWWA C110/A21.10. Twist off nuts shall be used to insure proper actuating of the restraining device. Restrained mechanical joints for PVC pipe shall be Megalug, Series 2000PV by EBAA Iron, or approved equal. Bolts and nuts for buried service shall be made of non-corrosive, high-strength, low-alloy steel having the characteristics specified in ANSI/AWWA C111/A21.11.
5. PVC pipe shall incorporate a formed bell complete with a single rubber gasket conforming to ASTM F477. Joints shall be designed to meet the zero leakage test requirements of ASTM D3139.

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6. Pipe shall be marked per AWWA C900 or AWWA C905, and shall include as a minimum:
  - a. Nominal size
  - b. PVC
  - c. Dimension Ratio, Standard Dimension Ratio or Schedule
  - d. AWWA pressure class or rating
  - e. AWWA Standard designation number
  - f. NSF-61 mark verifying suitability for potable water service
  - g. Extrusion production-record code (if applicable)
  - h. Trademark or trade name
  - i. Cell Classification 12454 and/or PVC material code 1120 may also be included.
  
7. Should PVC Pressure pipe be used water main be installed on this project tracer wires will be required per the attached per the attached Trace Wire Specification.

2.02 Valves

- A. All valves installed under this Specification shall conform to the applicable requirements of AWWA C500, C504, and C509 standards governing construction materials and workmanship. Each valve shall carry the name or trademark of the manufacturer. All valves shall have operating nuts that turn to the left (counterclockwise) to open.
  
- B. Resilient Seated Gate Valves
  1. Gate valves shall be resilient seated type unless otherwise noted. Resilient seated gate valves shall have a cast or ductile iron body and bonnet. Valves shall have a minimum non-shock W.O.G. working pressure of 200 psi. The wedge shall be ductile iron encased in a bonded-in-place styrene-butadiene elastomer covering to form resilient seating surfaces. Stem shall be bronze of non-rising design with double O-ring packing.
  
  2. Resilient seated gate valves shall be manufactured by Waterous, American Flow Control or Clow.



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C. Butterfly Valves

1. Butterfly valves shall have a cast iron body, neck and top piece with a minimum non-shock W.O.G. working pressure of 150 psi. Seats shall be Hycarbuna "N" providing leak-proof shut off with the disc and acting as a body liner to prevent corrosion. Disc shall be NI-resist cast iron with a 304 stainless steel shaft rotating in permanently lubricated bearings. Stem seal shall be Hycarbuna "N". Joints shall be flanged. Flanged to mechanical joint adapters shall be provided for each valve.

2. Butterfly valves shall be manufactured by Henry Pratt Company.

D. Swing Check Valves

Valves shall have a cast or ductile iron body and bolted cap with a minimum non-shock W.O.G. working pressure of 150 psi. Seats shall be bronze and shall be screwed into the valve body. The disc shall be bronze or cast iron with permanently rolled in bronze faces. The disc hinge pin shall be aluminum bronze or stainless steel riding in bronze bushings, one on each side of the valve. Valves shall have ANSI 125 pound standard drill flat faced flanges unless otherwise specified or shown on the Plans. Valves shall have outside weighted arm.

E. Air Release Valves

Air release valves when specified shall be designed to operate under a maximum operating pressure of 300 psi and capable of venting 200 CFFAS (cubic feet of free air per second). Valves shall be cast iron with bronze internal parts and Type 304SS float.

F. Corporation Stops

One inch corporation stops shall be FB1000-4-NL ballcorp, CC taper thread, pack joint outlet for copper or plastic CTS. All stops shall have bronze cast bodies, keys, stem washers and nuts. Inlet threads shall conform to the latest revision of AWWA C800. The outlet connection shall be a compression fitting Q style.

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G. Valve Boxes

Valve boxes 5 ¼" shall be of cast iron construct iron. They shall be of three-piece, screw type adjustment design. All valve boxes shall be installed flush with the top of the proposed site grade. Covers shall be designed to be removed easily to provide access to the valve. The base shall not rest upon the valve assembly. All valve boxes shall be Tyler Pipe 6860 Item D with a number 6 base.

H. Gate wells

1. Brick for grade adjustment of gate wells shall meet the requirements for "medium brick" of the Standard Specifications for Clay Sewer Brick, ASTM Serial Designation C32, or the latest revision thereof.
2. Mortar for masonry or plastering outside of gate wells shall be made of one part of Portland cement to two parts of sand. Mortar materials and mixing shall correspond, in general, to those for concrete.
3. Reinforced concrete gate wells shall conform to the latest revision of ASTM Specifications for Pre-cast Reinforced Concrete Manhole Sections, Serial Designation C478, with rubber gasket joints.
4. All gate well component parts shall have the name of the manufacturer stenciled on the inside. The lettering shall be a minimum of 4 inches high.
5. Steps shall be plastic-coated steel. They shall be M.A. industries PSI-PF, or equal.
6. Frames and covers shall be cast iron conforming to the Standard Specifications Castings, Serial Designation A48, or the latest revision thereof, East Jordan No. 1040 with type C cover, Neenah No. R-1642, with type C solid cover with two (2) ¾ inch holes, or equal. They shall have machined bearing surfaces and suitable notches for convenient removal of the cover. Covers shall have the letters "Water System" cast integrally with the cover. All frames and covers shall be coated at the point of the manufacturer with coal tar pitch varnish or other approved asphaltum coating.

2.03 Service Leads

- A. Pipe for service leads 1 inch to 2 inch shall be soft annealed Type K copper, HPDE pipe SDR 11, or CTS Poly Pipe SDR 9 with tracer wire similar to that laid with water main when approved by the Engineer. Copper piping shall be used from the corporation stop to the curb stop.

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- B. Curb Stop: 1 inch to 2 inch curb stops for service connections shall be Ford Type B44 pack joint for Copper or Plastic CTS, Minneapolis Patter or equal as approved by the Engineer. All parts shall be cast from bronze and compression connections on both ends.
- C. Curb Boxes: All curb boxes shall be two piece Minneapolis pattern, adjustable with pent. All curb boxes shall be coated inside and out with a tar base enamel.

2.04 Fire Hydrants Assembly

- A. Fire hydrants shall comply with the latest revision of AWWA Standard, C502. Hydrants shall be compression type to close with the pressure. They shall have a 5 1/4" valve opening and 6" mechanical joint inlet. Hydrants shall have two 2 1/2" hose connections and one 5" Stortz fitting pumper connection.
- B. Fire hydrants shall have inside barrel dimension of not less than 6" I.D. from top to bottom. The 1 1/8" pentagon operating nut shall open left (counter clockwise).
- C. All nozzles shall be on a removable head with a flange so that they may be rotated by changing the position of the flange.
- D. Hydrant shall be fully bronze mounted, including top of the operating stem where it passes through the double O-ring seal in the bronze packing gland. The forged operating stem in the base and the valve seat shall also be of bronze. The molded valve shall be of composition rubber and the cast iron valve clamps shall be packed with O-ring seals and held tight to the stem by a threaded bronze hex retainer ring and threaded bronze locknut, anchored with set screws.
- E. Hydrant shall be designed for 250 psi working pressure and tested to 300 psi. Those portions of the hydrant above grade shall have two coats of red enamel. All unpainted surfaces shall have two coats of coal tar pitch varnish.
- F. The hydrants shall be East Jordan Part #55971D HYD 6'-0" Bury, MJ Connection, Open Left, 2 drains tapped and plugged, 1HS AWWA Standard, C502 or similar approved by the Engineer.
- G. All fire hydrants assemblies shall be equipped with a gate valve and box. The cost of the gate valve and box shall be included in the cost of the hydrant.

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2.05 Tapping Sleeves and Valves

- A. Tapping sleeves, when specified, shall be full length of heavy-duty stainless steel construction designed for use with the type of pipe to be tapped. Tapping sleeve body shall be 18-8 type 304 stainless steel. Flange shall be CF8 cast stainless steel. Gasket shall be full circumferential SBR compound for water service. Tapping sleeve shall contain a test plug to assure seal prior to tapping. Tapping sleeve shall be JCM Industries, type 432; Romac Industries type SST; or equal.
- B. Tapping valves shall meet the specification for gate valves except that the valve shall have a flange compatible with the tapping sleeve. Tapping valves shall be Waterous resilient wedge or equal.

2.06 Buy American

- A. The material used in the construction of the project must be manufactured in the United States.

**PART THREE – EXECUTION**

3.01 Pipe Installation

- A. Any pipe damaged in transport or handling shall be rejected and removed from the site of the work.
- B. In handling and placing ductile iron pipe and fittings, no metal shall be used in contact with the inside of the pipe to fit or support the pipe. The pipe shall be moved only through the use of belt slings or automatic release type pipe tongs. Care shall be taken not to injure the pipe or pipe coating, and no damaged or imperfect pipe shall be used in the work except that minor damage to pipe coating may be repaired subject to the review of the ENGINEER.
- C. The main shall be laid on a compacted sand cushion, 4 inches thick. Sand backfill material shall be placed around and above the main as per the trench detail included in the plans. Sand shall be compacted in 9 inch lifts to not less than 95 percent of the maximum unit density as determined at optimum moisture content. Sand shall conform to Class II granular as defined in 2003 MDOT 902. Pipe shall be laid with a minimum cover of 6 feet with a minimum 10 foot horizontal separation and 18 inch vertical separation from existing sewer.

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- D. All pipe and fittings shall be carefully lowered and moved into position in the trench or vault in a controlled manner such as will prevent damage to the pipe and its coating and lining.
- E. In assembly of push-on or shove type joints, the bell socket recess and the gasket shall be wiped clean and the gasket placed properly in position. A thin film of lubricant shall then be applied to the surface of the gasket to come into contact with the entering pipe. The plain end of the entering pipe shall be cleaned and then entered and forced home to the base of the socket. Where pipe is cut, the entering end shall be beveled before being inserted in the joint. Where time permits drying, the cut and beveled end shall be coated with coal tar enamel.
- F. To prevent trench water from entering the pipe, joints which for any reason may not be completed as the pipe is laid shall be thoroughly packed with approved material, in a manner to make them watertight. Open ends of fittings shall be tightly closed with approved plugs and well packed, as shall the end of the last pipe laid whenever work is not in progress.
- G. Each pipe shall be laid accurately to the live and grade shown on the Plans. Whenever it is necessary to deflect pipe from a straight line, either in the horizontal or vertical plane, to avoid obstructions, or where long radius curves are permitted, the amount of deflection allowed shall not exceed that required for satisfactory jointing and shall be reviewed by the ENGINEER. In no case shall deflection of joints exceed the manufacturer's recommended maximum deflection.
- H. The CONTRACTOR shall not be entitled to any additional compensation because depth is more than specified at certain locations or due to clearances at manholes, or due to unforeseen obstacles, or occasioned in order to avoid undue changes in grade.
- I. The trench shall be backfilled closely behind the pipe laying. Unless otherwise directed or permitted by the ENGINEER, the backfilling shall follow at least two lengths behind pipe laying and shall be completed to the top of the trench not more than ten lengths behind pipe laying.

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J. External anchorage designed to hold the pipe to the proper line and grade against internal static and dynamic forces and external loads shall be provided at all tees, wyes and plugs, and wherever the pipe is deflected from a straight line and the resultant forces are not self-contained through the use of flanges, anchor ties and the like. Concrete thrust blocks or anchorage shall be 3000 PSI concrete.

K. Air release valve and manhole shall be constructed where shown on the Plans. All castings and manholes shall be as specified under gate wells. Gate wells shall be constructed in accordance with the details shown on the Plans. All castings shall be as specified under gate wells.

**3.02 Service Leads**

A. Service leads shall be installed where shown on the Plans. All service taps shall be the "wet" method type and no tap shall be made until the acceptance test has been conducted and the line is under pressure.

B. When crossing a paved street, the service lead shall be jacked under the pavement. Auguring and/or jacking requirements on paved streets for the installation of pipe less than 2 1/2" outside diameter shall be made by a "compactor" type machine or similar method without removing existing soil, if soil condition permit.

**3.03 Hydrants**

A. Fire hydrants shall be constructed in accordance with the details shown on the Plans. Finish grade level to center of nozzle caps shall measure between 24 and 30 inches unless shown otherwise on the Plans. A maximum of one hydrant barrel extension and one operating stem extension may be used to accommodate changes in grade. Under no condition shall extended hydrant have more than one coupling in the operating stem. Pumper connection shall point toward the street.

B. Fire hydrants shall be installed with barrel vertical and properly based. Concrete thrust blocks shall be placed behind the hydrant, tee, and every bend. Care should be taken to insure that the drain holes on the hydrant are not plugged by the thrust blocks. Hydrant shall be set in 1 yard of coarse gravel for drainage purposes. If ground water is encountered, the drain hole shall be plugged as directed by the manufacturer. The backfill shall be sand thorough tamped around the hydrant and valve box in 1 Ft. layers.

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C. Fire hydrant and gate valve shall be set apart 14 inches. Gate valves and valve box shall be as specified under the valve paragraphs of the Section.

3.04 Connection to Existing Mains

A. When making a dry connection to an existing main, the existing main to which a connection is to be made shall be isolated by the closing of the necessary existing valves, and the water from the existing main shall then be piped out or removed by other means so the connection may be made in the dry.

After the connection has been acceptably made, the portion of the new line to the nearest valve shall be satisfactorily tested and disinfected, along with the drained portion of the existing main, before the isolated existing main is placed back in service, except as the ENGINEER may otherwise direct. In as much as residents served by this isolated main will be temporarily out of water during this period, the work shall be prosecuted as rapidly as possible, and the time of , and the procedure in, making such connections shall be subject to the review of the ENGINEER. Such work may be required to be done at night in order to minimize inconvenience of water users. The CONTRACTOR shall not be entitled to any additional compensation because of night work or other special requirement in work under the Section.

B. The CONTRACTOR shall make particular effort, prior to bidding, to ascertain whether or not valves in the existing mains to be connected to the new mains are so located as to provide isolation. If valves are not found to be adequate, then the CONTRACTOR shall utilize other means to make the connection with a minimum of interruption to service.

C. When making a wet tap connection to an existing main, a tapping sleeve designed for the type of pipe being tapped shall be utilized and the tap shall be made in accordance with the manufacturer of the tapping equipment.

D. Wherever adapters are required to properly connect the pipe with existing pipe or other material or manufacturer, the nominal I.D. of adapter shall be the same size as the nominal diameter of pipe connected thereto. Adapter shall also be furnished and used as required by the manufacturer for connection to fittings.

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3.05 Thrust Blocks

- A. The Contractor shall furnish and place horizontal and/or vertical thrust blocks at all plugs, caps, tees and fittings whether or not indicated on the drawings unless otherwise specified. The cost of thrust blocks shall be included in the unit price bid per foot of water main. The inspector or Engineer shall approve all thrust blocks of any nature prior to backfilling.
  
- B. In unstable soil conditions, the thrust blocks are to be supported by piling driven to solid foundations or by removal of the unstable soils and replacement with ballast of sufficient stability to resist the thrusts. The thrust blocks are to be approved by the Engineer before backfilling. The cost of piling or ballast at thrust blocks shall be included in the unit price bid per foot of water main.



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DESCRIPTION

This work shall include replacement of existing service lines in accordance with this special provision and the MDOT 2012 Standard Plans and Specifications.

For the protection of underground utilities and in conformance with Public Act 174 of 2013, the Contractor shall contract the Miss Dig system, Inc. by phone at 811 or 800-482-7171 or via the web at either [elocate.missdig.org](http://elocate.missdig.org) for single address or [rte.missdig.org](http://rte.missdig.org), a minimum of 3 business days prior to excavation, excluding weekends and holidays.

The Contractor shall contact the Engineer to schedule work that may interfere with existing water service. Approval of temporary shut off shall be obtained from the City of Hillsdale.

Contractor will be expected to document, via pictures, any surface areas that maybe disturbed prior to the execution of the work. All pictures shall be date stamped for record purposes and shall include a picture of the house front with address. Pictures shall include, but not be limited, to any landscape areas, sidewalks, driveways that may be disturbed during the work. Should pictures not be taken the contractor may be required to restore areas per the property owners standards should a dispute arise.

MATERIALS

All materials supplied by the Contractor shall be new, meeting the specifications contained herein. All nuts and bolts shall be Cor-Blue or equal. All pipe, pipe fittings, etc. shall be stamped with the appropriate NSF markings and **Made in America**.

Water Service Leads

Copper tubing, shall be Type K, soft annealed, in accordance with ASTM B88. The size of tubing shall match the existing size of the water service being replaced, expected to be 1" (some may be ¾"). The fittings shall conform to ASTM B16.26, cast copper alloy. Joints of the copper tubing shall be flared. Water service leads from the corp. stop to the curb box shall be copper only.

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HDPE SDR-11, in accordance with ASTM D3350, is acceptable as an alternate for property side water services with tracer wire.

CTS Poly Pipe SDR-9, in accordance with ASTM D2737 SDR 9, is acceptable as an alternate for the property side water services with tracer wire.

Tracer Wire, Grounding and Termination/Access Boxes (for use with Plastic piping alternates)

Tracer wire, grounding and termination/access boxes shall be provided and installed as specified in the attached applicable sections of the MRWA specifications and details attached.

CONSTRUCTION METHODS

- Lead and/or galvanized pipe water service lines exist between the curb box and water meter located inside the house or in a meter pit outside the house/building. New water service lines shall be installed utilizing a method determined by the contractor.
- Construction methods shall be submitted for approval by the City at the pre-construction meeting. This plan will be discussed, reviewed and possibly revised prior to commencement of the work.
- During the water service installation process, all valves serving the house/building shall be turned off to prevent particles from entering water system.
- Upon commencing work on any segment of a lead service line no segment of the water service line shall be used for water service until all segments of a water service line is replaced.
- All joints, fittings, and valve connections shall be exposed during a test period. The contractor shall contact the Engineer and/or Water Superintendent in order for an inspection to be performed to ensure that work has been done correctly and to properly record the work for the City's records.
- The contractor shall excavate the curb box which is typically located near the sidewalk or property line. These curb stops will located by city staff.
- The water service line inside the house/building on the inlet side of the water meter shall also be disconnected by the contractor.
- The contractor shall connect the new water service to the existing stub extending from the existing curb stop.

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- The contractor shall install a new water shutoff valve on the new water line inside the home before the water meter connections.
- The opening in the wall at the location where the service line extends through the foundation of the house/building shall be enlarged by the contractor, if necessary. Any cored or enlarged holes for the new services shall be sealed with Fosrock, Preco Plug or equal between the copper/HDPE piping and the hole.
- If it is necessary for the contractor to excavate on the outside of the building foundation to facilitate installation of the water service line, such work shall be completed in a manner that causes the least amount of disruption to yard areas and other locations near the house/building.
- Coordinate with city staff for the replacement of the water meter inside the home, if replacement is necessary. The Contractor will be responsible for connecting to the provided meter horn.
- Prior to reconnecting the water meter, the new service line shall be thoroughly flushed with sufficient water volume and velocity to remove all foreign material from within the pipe. If material within the pipe damages or plugs a customer's meter or service piping, the contractor shall be responsible for the cost of all repairs to the service line and related plumbing.
- Following reconnection of the service line, an outside faucet shall be turned on for a period of at least two minutes to further flush any foreign material from the service line.
- The Contractor will secure any required inspections to ensure that work has been done correctly and properly documented by city staff.
- The excavation and installation process shall be performed in a manner to allow placement of the new service line at a final cover depth of a five (5), minimum below finished grade regardless of the depth of the existing water service.
- Complete restoration for any area on disturbed by water service placement and maintain areas until seed is established and/or approved final completion is obtained from the City Engineer, as required by specific contract requirements.
- Contractor shall remove and replace any sidewalks and driveway areas as necessary for water service placement. All sidewalks within the public way ROW, shall be replaced as 4" concrete minimum and 6" thick at drive crossings. All replacements on the private property shall be with materials similar or better than those removed, as required by specific contract requirements.

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EXCAVATION

Contractor shall furnish all labor, equipment, and materials necessary to expose all parts of the water service system necessary to replace the existing water service line and, if applicable, remove or abandon the replaced water service line. Except where otherwise approved by the engineer, contractor will cut pavement/sidewalk to an appropriate dimension to carry out the appropriate repair.

Except where otherwise approved by the engineer, all excavations necessary to complete the water service replacement (under driveways, approaches, and sidewalks) shall be backfilled utilizing Class II sand backfill compacted to 95% of the material's maximum density. All such excavations shall be capped off by placing 12 inches of 21AA crushed limestone matching the existing base course elevation.

All excavations with the lawn/green belt areas are to be backfilled with the excavated material, well graded, and free of any debris and compacted in a maximum of 12" lifts. These excavations shall be filled to the level of the adjacent ground and left smooth. When weather permits, the top three (3) inches of backfill material will be removed and three (3) inches of screened topsoil will be placed in the excavation. Seed and mulch will be placed per the **TURF ESTABLISHMENT** Specification, as required by specific contract requirements.

Temporary restorations shall be maintained at the contractor's expense until the contractor has performed final restorations

SAFETY

- Contractor(s) shall adhere to all safety procedures (or processes) that have been mandated by all applicable federal and state safety regulations, safe practice, using materials, tools, and rigging of a safe character.
- Contractor shall strictly comply with these laws, rules, and regulations including, but not limited to, OSHA and MIOSHA requirements, including without limitation MIOSHA "Right to Know" obligations, Michigan Occupational Safety and Health Act of 1974 and shall provide documented evidence of compliance upon request.
- Contractor shall provide and use all necessary guards, railing, barricades, excavation boxes and other protective devices to permit a safe working environment for contractor's employees, other contractors in the area of work site, city employees, and the public.

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- The employees of the contractor shall wear the appropriate safety protective gear such as safety glasses, side shields, hearing protection, and any other gear deemed required to wear within the construction site.
- Contractor shall comply with OSHA and MIOSHA confined space requirements and procedures.
- Contractor must make the engineer aware of safety violations or any injuries that have occurred on job sites.

MEASUREMENT AND PAYMENT

The completed work as measured for Water Services will be paid for at the contract unit prices for the following contract items (pay items):

| <u>PAY ITEM</u>                                   | <u>PAY UNIT</u> |
|---|-----------------|
| Water Service Replacement – Curb Stop to Building | Each            |

Water Service Replacement of the type and diameter specified will be by each service installed from end to end including all fittings necessary to install each service and shall be payment in full for all labor, materials, and equipment required to complete the work as specified.

The following items will not be paid for separately, but shall be included in the price of the specified pay item:

Excavation and backfill material, including bedding material  
Use of special fittings, all necessary jointing, disposal of excess excavated material if necessary.

Removal and proper disposal of any existing lead/galvanized service materials.  
Vegetative, concrete and pavement removal and replacement as required to install the services.

All connections to the existing water system and within the building/pit.  
Removal and replacement, or replace, re-salvaging and reinstallation of any fencing.

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**DESCRIPTION**

This Section includes work required for sanitary sewers, structures and appurtenant work. Excavation and backfill shall be in accordance with Section 402 of the Michigan Department of Transportation's 2012 *Standard Specifications for Construction* and shall be considered included in the cost of sanitary sewer, sewer lateral and related work.

**REFERENCES**

- A. ASTM – American Society of Testing Materials, latest edition.
- B. NCPI - National Clay Pipe Institute.

**SUBMITTALS**

- A. Submit the following for review by ENGINEER:
  - 1. Manufacturer's certification of compliance with specified materials.
  - 2. Shop drawings on radius pipe and manholes.
  - 3. Manufacturer's air or vacuum test results on concrete pipe.
  - 4. Proposed equipment and method for leakage testing.
- B. Report the following "as-built" information to ENGINEER:
  - 1. Three (3) witness measurements to end of laterals from permanent fixtures such as building corners, power poles and trees 8-inch diameter and larger.
  - 2. Measurements from wyes or tees to nearest downstream manhole.
  - 3. Invert elevation of end of lateral.
- C. Report presence of underground utilities and drains.
- D. Line and grade control method other than Laser Beam shall be approved by ENGINEER.
- E. Operational Data: Approval of the proposed procedure and schedule for bypassing and point of discharge will be required by OWNER and ENGINEER

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**JOB CONDITIONS**

- A. Maintain existing sanitary sewer system operational. At new connections to the existing sewer system, plug the downstream end of the new sewer until the new sewer has been tested and accepted.
- B. Flow Restrictions: Total restriction of wastewater flow is prohibited unless approved in writing by the OWNER.
- C. Do not bypass wastewater to ground or surface waters.
- D. Responsibility: CONTRACTOR is responsible for any damages to private or public property due to sewer backup while controlling or bypassing wastewater flow.
- E. Install service lines as pipe laying progresses and within maximum of 600 feet of mainline sewer installation.
- F. Clean up promptly following pipe installation and within maximum of 400 feet behind pipe laying operation. Clean-up includes backfill and rough grading.

**PRODUCTS**

**PIPE:**

- A. Pipe and Fittings:
  - 1. Plastic (PVC) 4" – 15": ASTM D3034 – SDR 35.
  - 2. Plastic (PVC) 18" & larger: ASTM F679 Solid wall.
- B. Service Pipe and Fittings: Provide minimum 6-inch same classification as mainline pipe.
  - 1. Plastic (PVC) ASTM D3034 – SDR35.
- C. Plastic Pipe: Provide seating marks where couplings are used for jointing.
  - 1. Joints: Plastic (PVC) ASTM D3212. Provide rubber "O" ring.
- D. Joint Repair or Connecting to Existing Sewer Pipe of Different Material:
  - 1. Provide flexible rubber adapter coupling and stainless steel bands.

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**MANHOLES:**

- A. Manholes shall be water tight precast units unless otherwise specified.
- B. Precast Units: ASTM C76 Class III or ASTM C478 with circular reinforcement, modified for "O" ring gaskets.
  - 1. Pipe Openings: Provide flexible, watertight rubber boot using mechanically compressed flexible joint re-seal, link-seal, Pressure Wedge, Kor-N-Seal or equal. Conform to ASTM C923.
- C. Concrete: 3500 psi 28 day, 4 inch maximum slump.
- D. Concrete Brick: ASTM C55, Grade N-1.
- E. Grade Rings: ASTM C478 with "O" ring gaskets.
- F. Mortar: ASTM C270: 1-part Portland cement, 1 part lime and 3 parts sand by volume.
- G. Manhole Steps:
  - 1. Plastic with 3/8-inch steel rod reinforcement conforming to ASTM D2146, Type II.
  - 2. Dimensions: 10-inch deep by 10-inch wide, 5-inch tread depth.
  - 3. Comply with applicable Occupational Safety and Health Administration Standards (OSHA).
- H. Standard Manhole Castings: East Jordan 1045 Cover Q or East Jordan 1046 low profile frame with letter S.
- I. Bituminous Waterproofing: ASTM D449.
- J. Cement Waterproofing: Masonry filler.



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**EXECUTION**

**PERFORMANCE:**

- A. General: Provide and maintain all bypass pumping equipment and manpower necessary to adequately perform the work as necessary.
- B. Isolation of Work Area:
  - 1. Temporarily bypass the wastewater flow from the nearest upstream to the nearest downstream manhole or divert the flow from the nearest upstream manhole to holding tanks.
  - 2. Dispose of waste from holding tank by pumping to nearest downstream manhole or by hauling from site by a licensed waste hauler.

**PREPARATION:**

- A. Alignment and Grade:
  - 1. Deviations: Notify Engineer and obtain instructions to proceed where there is a grade discrepancy, or an obstruction not shown on the plans.
  - 2. Laser Beam Control: Provide.
  - 3. Check grade: At set-up point, 25-foot, 50-foot, 100-foot and 200-foot points thereafter to the next setup point.
  - 4. Projector advancement: Reset at each manhole.
- B. Bedding:
  - 1. Provide bedding area backfill in accordance with MDOT Standard Plan R-83 series and limited to 1 ½ inch maximum aggregate size.
  - 2. Provide continuous bearing by supporting entire length of pipe barrel evenly.

**INSTALLATION:**

- A. Laying pipe:
  - 1. Direction shall be upstream with spigot or tongue end downstream and bell end upstream.
  - 2. Joints shall be smooth and clean.
  - 3. Place pipe length and bedding as a unit in a frost free, dry trench.
  - 4. Install PVC pipe in accordance with ASTM 2321 and these specifications.
- B. Jointing:
  - 1. Provide solvents, adhesives and lubricants as furnished by Manufacturer.
  - 2. Gasket position: Confirm that the gasket is in place and that the joint is properly made.

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C. Manholes:

1. Base bedding: Provide 4-inch pea stone with full and even bearing in impervious soils or wet conditions. Otherwise provide on undisturbed, frost-free, dry subgrade.
2. Fill joint space completely and trowel between sections of precast units.
3. Provide casting grade setting as follows:
  - a. Existing pavement: Finished grade.
  - b. Gravel or lawn grade: 4 inches below.
  - c. Unpaved areas: Finished grade.
4. Provide waterproofing on ASTM C478 units and cast-in-place manholes using one of the following methods:
  - a. Bituminous: Apply 1 gallon per 100 sq.ft. to outside free of holidays and open pin holes
  - b. Cement: Apply masonry filler to outside by brushing on two (2) coats, each minimum of 2 lbs. per sq. yd.
5. Flow channels:
  - a. Construct with concrete up to spring line of pipe and slope bench toward center of manhole. Trowel smooth.
  - b. Provide clean, smooth, straight flow channels for main line and laterals.
  - c. Provide smooth curvilinear flow channels for turning flows.
6. Casting adjustment: Concrete ring between leveling and top course of bituminous. Match cross slope of top of casting to cross slope of pavement.
7. All sanitary sewer laterals, sewer main, service connections and drop manhole pipes shall have flow channels and shall not discharge onto the surface of the bench. Outside drop connection required for drop of 2 feet or more.

D. Abandoning and filling existing sanitary sewer and manholes:

1. Pipe: Plug ends of pipe to be abandoned and fill completely with flowable fill.
2. Manhole: Remove top 3 feet of manhole, plug pipe openings and fill manhole to be abandoned with flowable fill.

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E. Connections:

1. Expose existing sanitary sewer and structures to which the new work is to be connected to confirm condition, location and elevation.
2. Connect to existing sanitary manhole by coring an opening adequate to insert prefabricated flexible connection (rubber boot) and secure circumference of pipe.
  - a. Relay and repoint loose blocks and bricks on existing block and brick structures. Re-channel flow lines and benches with concrete, trowel smooth.

F. Service Lines:

1. Align at right angles to street or easement line.
2. Grade: Provide at uniform rate from mainline wye or riser to the property or easement line, at minimum grade 1/4 inch per foot.
3. Provide minimum depth at street right-of-way line, property line or easement line as follows (based on house with 8-foot ceiling height in basement, length on private property of 100 feet, and minimum grade on private property of 1/8inch per foot):
  - a. House with basement: 12 feet below first floor elevation or 3 feet below basement elevation, whichever is deeper.
  - b. Commercial and industrial buildings, schools, churches: As determined by Engineer.
  - c. The above depths govern, except that the minimum depth at the right-of- way line or property line shall be 6 feet below street or easement centerline grade unless otherwise permitted by ENGINEER.
  - d. Property line riser excluded from the above minimum depths.
  - e. The minimum depths shown above shall be increased based on actual basement ceiling height and distance away.
4. Connection fitting:
  - a. Locate as directed by Engineer in field.
  - b. 45° or 60° Wyes: Provide on all pipe except concrete pipe.
  - c. Tees: Allowed only on reinforced concrete pipe.
5. Main riser will be allowed where cover exceeds 13 feet at mainline.

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6. Plugging: Provide standard plugs or caps securely blocked.
  7. Markers: Place a wood marker (2" x 2" minimum) at end of lateral with sufficient length to extend from invert of lateral to ground surface. Attach a steel rerod 36 inches in length immediately next to the wood marker with the top of the rerod 2 inches below grade. Cover wood marker and steel rerod with 6' long 4" PVC pipe buried 3 feet.
  8. Witnesses: Report the following to the ENGINEER:
    - a. Wyes or Tees: Measurements to nearest downstream manhole.
    - b. End of Laterals: Three (3) measurements to permanent surface features and elevation.
  9. Property line Riser: Required on all laterals.
- G. Bypass Pumping: Provide temporary bypass pumping of wastewater flow as required during construction or replacement of sanitary sewer.

**TESTING AND INSPECTION:**

- A. General:
  1. Observation: By Engineer.
  2. Testing: Perform upon completion and before connecting to active system.
  3. Leakage tests: Provide promptly following installation of sewer pipe including services and keep within maximum 1200 feet behind pipe laying operation.
  4. Notification: Clean, pretest and arrange with ENGINEER for final inspection and test.
  5. Provide necessary equipment, manpower and assistance.
  6. Video televising: Provide prior to paving.
- B. Line and Grade: Allowable drift between structures from proposed alignment will be as follows:
  1. Line:
    - a. Through 36-inch: 0.20 foot.
  2. Grade:
    - a. Through 36 inch: 0.02 foot.
    - b. Allowable sag between pipe joints: 5% of pipe diameter with maximum of 1-inch.
  3. Repair sags in excess of tolerance prior to acceptance.

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- C. Plastic pipe deformation:
1. Pipe deflection will be limited to five percent (5%) of diameter.
  2. Pull approved nine-pointed mandrel GO, NO-GO type gauge through pipe byhand.
  3. CONTRACTOR shall provide proof ring for GO, NO-GO gauge from themanufacturer.
  4. Schedule: Conduct after final backfill has been in place a minimum of thirty (30) days, and after shutdown of dewatering operation.
  5. Correction: Repair defects and retest until acceptable.
- D. Video Televising:
1. CONTRACTOR shall complete video televising of new sewers that clearlyshows the condition of pipe and joints prior to acceptance.
    - a. Sewer and manholes to be televised shall be cleaned completely free ofdebris prior to televising.
    - b. Identify locations of all laterals.
  2. CONTRACTOR shall provide one copy of televising in CD/DVD format toEngineer.
- E. Leakage Testing:
1. CONTRACTOR shall provide all labor, equipment and supervision to performexfiltration (water or air) test on all new sewer.
  2. Acceptable leakage will be as follows:
    - a. Water: Less than 100 gallons per inch of pipe diameter per mile of pipeper twenty-four (24) hours.
    - b. Air: Holding time not less than that listed in table.
  3. Correction: Repair defects and repeat test until acceptable.
    - a. Method of repairing defects shall be approved by Engineer.
- F. Exfiltration Test (water):
1. Conditions: Determine groundwater elevation.
  2. Procedure:
    - a. Fill system minimum 2 feet above high point of system or 2 feet abovegroundwater, whichever is higher.
    - b. Leakage: Quantity of water required to maintain constant level.

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- G. Exfiltration (air): Perform in accordance with NCPI Publication, “*Low Pressure Air Test for Sanitary sewers*”, and in accordance with ASTM F 1417, “*Standard Test Method for Installation Acceptance of Plastic Gravity Sewer Lines Using Low-Pressure Air*”.
1. Condition: Determine groundwater elevation.
  2. Procedure:
    - a. All pressure readings are above the average groundwater head.

**ADJUST AND CLEAN**

- A. General:
1. Keep pipe and structures clean as work progresses.

**SCHEDULES**

- A. Exfiltration Air Test Table.

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MEASUREMENT AND PAYMENT

The completed work, as measured for SANITARY SEWERS will be paid for at the contract unit prices for the following contract items (pay items).

| <u>Contract Item (Pay Item)</u>         | <u>Pay Unit</u> |
|---|-----------------|
| Sanitary Sewer, 8 Inch, Tr Det B        | Foot            |
| Sanitary Structure, 24 Inch Dia.        | Each            |
| Sewer Service Tap, 4 Inch @ Manhole     | Each            |
| Sewer Service Tap, 4 Inch @ Sewer Main  | Each            |
| Sanitary Connection to Existing Manhole | Each            |

**Sanitary Sewer, \_\_ inch, Tr Det \_\_** shall be measured horizontally along pipe centerline and paid by the linear foot, installed and backfilled.

**Sanitary Structure, 24 inch dia** will be measured and paid for by the unit. Includes installation, backfill, and connections to new sewer. The unit price includes the entire structure depth. The unit price includes the cost of cleaning of the new sanitary sewer manhole, and temporary or final grade adjustments of the structure.

**Sanitary Service Sewer Tap, @ Manhole** will be measured and paid for by the unit for connection of sewer taps to the new sanitary manhole. Payment includes all labor, materials, excavation and backfill required to make the sewer connection.

**Sanitary Service Sewer Tap, @ Main** will be measured and paid for by the unit for connection of sewer taps to the new sanitary sewer. Payment includes all labor, materials, excavation and backfill required to make the sewer connection.

**Sanitary Main Connection at Existing Manhole** will be measured and paid for by the unit for connection of new sanitary sewer main to the existing sanitary manhole. Payment includes all labor, materials, excavation and backfill required to make the sewer connection.

EXFILTRATION AIR TEST

TIME REQUIRED FOR LOSS OF PRESSURE FROM 3.5 PSIG TO 3.0 PSIG FOR SIZE AND LENGTH OF PIPE INDICATED FOR Q = 0.0015 (CU. FT./MIN./SQ.FT. OF INTERNAL SURFACE AREA)

| Pipe Diameter (in.) | Mini-mum time (min; sec.) | Length for Min. Time (ft.) | Time for Longer length (sec.) | Specification Time for Length (L) Shown (min:sec) |       |       |       |        |        |        |        |        |        |        |      |
|---------------------|---------------------------|----------------------------|-------------------------------|---|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|------|
|                     |                           |                            |                               | 100ft   | 150ft | 200ft | 250ft | 300ft  | 350ft  | 400ft  | 450ft  | 500ft  | 550ft  | 600ft  |      |
| 4                   | 1:53                      | 597                        | .190L                         | 1:53  | 1:53  | 1:53  | 1:53  | 1:53   | 1:53   | 1:53   | 1:53   | 1:53   | 1:53   | 1:53   | 1:54 |
| 6                   | 2:50                      | 398                        | .427L                         | 2:50  | 2:50  | 2:50  | 2:50  | 2:50   | 2:50   | 2:51   | 3:12   | 3:34   | 3:55   | 4:16   |      |
| 8                   | 3:47                      | 298                        | .760                          | 3:47  | 3:47  | 3:47  | 3:47  | 3:48   | 4:26   | 5:04   | 5:42   | 6:20   | 6:58   | 7:36   |      |
| 10                  | 4:43                      | 239                        | 1.187L                        | 4:43  | 4:43  | 4:43  | 4:57  | 5:56   | 6:55   | 7:54   | 8:54   | 9:54   | 10:53  | 11:52  |      |
| 12                  | 5:40                      | 199                        | 1.709L                        | 5:40  | 5:40  | 5:42  | 7:08  | 8:33   | 9:48   | 11:24  | 12:50  | 14:15  | 15:40  | 17:06  |      |
| 15                  | 7:05                      | 159                        | 2.671L                        | 7:05  | 7:05  | 8:54  | 11:08 | 13:21  | 15:35  | 17:48  | 20:02  | 22:16  | 24:29  | 26:43  |      |
| 18                  | 8:30                      | 133                        | 3.846L                        | 8:30  | 9:37  | 12:49 | 16:01 | 19:14  | 22:26  | 25:38  | 28:51  | 32:03  | 35:16  | 38:28  |      |
| 21                  | 9:55                      | 114                        | 5.235L                        | 9:55  | 13:05 | 17:27 | 21:49 | 26:11  | 30:32  | 34:54  | 39:16  | 43:37  | 47:59  | 52:21  |      |
| 24                  | 11:20                     | 99                         | 6.837L                        | 11:24   | 17:57 | 22:48 | 28:30 | 34:11  | 39:53  | 45:35  | 51:17  | 56:59  | 62:41  | 68:23  |      |
| 27                  | 12:45                     | 88                         | 8.653L                        | 14:25   | 21:38 | 28:51 | 36:04 | 43:16  | 50:30  | 57:42  | 64:54  | 72:07  | 79:20  | 86:33  |      |
| 30                  | 14:10                     | 80                         | 10.683L                       | 17:48   | 26:43 | 35:37 | 44:31 | 53:25  | 62:19  | 71:13  | 80:07  | 89:02  | 97:56  | 106:51 |      |
| 33                  | 15:35                     | 72                         | 12.926L                       | 21:33   | 32:19 | 43:56 | 53:52 | 64:38  | 75:24  | 86:10  | 96:57  | 107:44 | 118:31 | 129:17 |      |
| 36                  | 17:00                     | 66                         | 15.384L                       | 25:39   | 38:28 | 51:17 | 64:06 | 76:55  | 89:44  | 102:34 | 115:23 | 128:13 | 141:02 | 153:51 |      |
| 39                  | 18:25                     | 61                         | 18.054L                       | 30:57   | 45:09 | 60:11 | 75:14 | 90:16  | 105:19 | 120:22 | 135:24 | 160:32 | 165:31 | 180:34 |      |
| 42                  | 19:50                     | 57                         | 20.939L                       | 34:54   | 52:21 | 69:48 | 87:15 | 104:42 | 122:09 | 139:36 | 157:03 | 174:31 | 191:58 | 209:25 |      |

Note: When 2 sizes of pipe are involved, the time shall be computed by the ratio of lengths involved.

Example: 400 feet of 10 inch pipe and 200 feet of 6 inch pipe

$$\text{Time} = \frac{\text{Length}(1) \times \text{Time}(1) + \text{Length}(2) \times \text{Time}(2)}{\text{Length}(1) + \text{Length}(2)} = \frac{400 \times 7:54 + 200 \times 2:50}{400 + 200}$$

$$= \frac{400 \times 474 + 200 \times 170}{400 + 200} = 373 \text{ seconds} = 6:13 \text{ (min:sec)}$$



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**This standard specification, in its entirety, is provided for guidance should tracer wires be required and used on the proposed project. Any applicable sections shall be utilized for bidding and constructing the project.** Not all portions of this specification and typical details may be applicable for the proposed project scope in the preceding documents.

**Materials**

**General**

All trace wire and trace wire products shall be domestically manufactured in the U.S.A.

All trace wire shall have HDPE insulation intended for direct bury, color coated per APWA standard for the specific utility being marked.

**Trace wire**

- **Open Trench** - Trace wire shall be #12 AWG Copper Clad Steel, High Strength with minimum 450 lb. break load, with minimum 30 mil HDPE insulation thickness.
- **Directional Drilling/Boring** - Trace wire shall be #12 AWG Copper Clad Steel, Extra High Strength with minimum 1,150 lb. break load, with minimum 30 mil HDPE insulation thickness.
- **Trace wire – Pipe Bursting/Slip Lining** - Trace wire shall be 7 x 7 Stranded Copper Clad Steel, Extreme Strength with 4,700 lb. break load, with minimum 50 ml HDPE insulation thickness.

**Connectors**

- All mainline trace wires must be interconnected in intersections, at mainline tees and mainline crosses. At tees, the three wires shall be joined using a single 3-way lockable connector. At Crosses, the four wires shall be joined using a 4-way connector. Use of two 3-way connectors with a short jumper wire between them is an acceptable alternative.
- **Direct bury wire connectors** – shall include 3-way lockable connectors and mainline to lateral lug connectors specifically manufactured for use in underground trace wire installation. Connectors shall be dielectric silicon filled to seal out moisture and corrosion, and shall be installed in a manner so as to prevent any uninsulated wire exposure.
- Non locking friction fit, twist on or taped connectors are prohibited.

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**Termination/Access**

- All trace wire termination points must utilize an approved trace wire access box grade level/in-ground access box, specifically manufactured for this purpose.
- All grade level/in-ground access boxes shall be appropriately identified with “sewer” or “water” cast into the cap and be color coded.
- A minimum of 2 ft. of excess/slack wire is required in all trace wire access boxes after meeting final elevation.
- All trace wire access boxes must include a manually interruptible conductive/connective link between the terminal(s) for the trace wire connection and the terminal for the grounding anode wire connection.
- Grounding anode wire shall be connected to the identified (or bottom) terminal on all access boxes.
- **Service Laterals** - Trace wire must terminate at an approved grade level/in-ground trace wire access box, located at the edge of the road right-of-way, out of the roadway, and immediately adjacent to the curb stop (either immediately North or East)
- **Hydrants** – Trace wire must terminate at an approved above-ground trace wire access box, properly affixed to the hydrant grade flange. (affixing with tape or plastic ties shall not be acceptable)
- **Long-runs, in excess of 500 linear feet without service laterals or hydrants**  
Trace wire access must be provided utilizing an approved grade level/in-ground trace wire access box, located at the edge of the road right-of-way, and out of the roadway. The grade level/in-ground trace wire access box shall be delineated using a minimum 48” polyethylene marker post, color coded per APWA standard for the specific utility being marked.

**Grounding**

- Trace wire must be properly grounded at all dead ends/stubs.
- Grounding of trace wire shall be achieved by use of a drive-in magnesium grounding anode rod with a minimum of 20ft of #14 red HDPE insulated copper clad steel wire connected to anode (minimum 0.5 lb.) specifically manufactured for this purpose, and buried at the same elevation as the utility.
- When grounding the trace wire at dead ends/stubs, the grounding anode shall be installed in a direction 180 degrees opposite of the trace wire, at the maximum possible distance.

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- When grounding the trace wire in areas where the trace wire is continuous and neither the mainline trace wire or the grounding anode wire will be terminated at/above grade, install grounding anode directly beneath and in-line with the trace wire. Do not coil excess wire from grounding anode. In this installation method, the grounding anode wire shall be trimmed to an appropriate length before connecting to trace wire with a mainline to lateral lug connector.
- Where the anode wire will be connected to a trace wire access box, a minimum of 2 ft. of excess/slack wire is required after meeting final elevation.

**Installation**

**General**

- Trace wire installation shall be performed in such a manner that allows proper access for connection of line tracing equipment, proper locating of wire without loss or deterioration of low frequency (512Hz) signal for distances in excess of 1,000 linear feet, and without distortion of signal caused by multiple wires being installed in close proximity to one another.
- Trace wire systems must be installed as a single continuous wire, except where using approved connectors. No looping or coiling of wire is allowed.
- Any damage occurring during installation of the trace wire must be immediately repaired by removing the damaged wire, and installing a new section of wire with approved connectors. Taping and/or spray coating shall not be allowed.
- Trace wire shall be installed at the bottom half of the pipe and secured (taped/tied) at 5' intervals.
- Trace wire must be properly grounded as specified.
- Trace wire on all service laterals/stubs must terminate at an approved trace wire access box located at the edge of the road right-of-way, but out of the roadway. (See Trace wire Termination/Access)
- At all mainline dead-ends, trace wire shall go to ground using an approved connection to a drive-in magnesium grounding anode rod, buried at the same depth as the trace wire. (See Grounding)
- Mainline trace wire shall not be connected to existing conductive pipes. Treat as a mainline dead-end, ground using an approved waterproof connection to a grounding anode buried at the same depth as the trace wire.
- All service lateral trace wires shall be a single wire, connected to the mainline trace wire using a mainline to lateral lug connector, installed without cutting/splicing the mainline trace wire.
- In occurrences where an existing trace wire is encountered on an existing utility that is being extended or tied into, the new trace wire and existing trace wire shall be connected using approved splice connectors, and shall be properly grounded at the splice location as specified.

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**Sanitary Sewer System**

- A mainline trace wire must be installed, with all service lateral trace wires properly connected to the mainline trace wire, to ensure full tracing/locating capabilities from a single connection point.
- Lay mainline trace wire continuously, by-passing around the outside of manholes/structures on the North or East side.
- Trace wire on all sanitary service laterals must terminate at an approved trace wire access box color coded green and located directly above the service lateral at the edge of road right of way.

**Water System**

- A mainline trace wire must be installed, with all service lateral trace wires properly connected to the mainline trace wire, to ensure full tracing/locating capabilities from a single connection point.
- Lay mainline trace wire continuously, by-passing around the outside of valves and fittings on the North or East side.
- Trace wire on all water service laterals must terminate at an approved trace wire access box color coded blue and located directly above the service lateral at the edge of road right of way. Above-ground tracer wire access boxes will be installed on all fire hydrants.
- All conductive and non-conductive service lines shall include tracer wire.

**Storm Sewer System**

- If the storm sewer system includes service laterals for connection of private drains and tile lines, it shall be specified the same as a sanitary sewer application.
- Lay mainline trace wire continuously, by-passing around the outside of manholes/structure on the North or East side.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**SEWER/WATER UTILITY – TRACER WIRE**  
Page 5 of 6

**Prohibited Products and Methods**

**The following products and methods shall not be allowed or acceptable**

- Uninsulated trace wire
- Trace wire insulations other than HDPE.
- Trace wires not domestically manufactured.
- Non locking, friction fit, twist on or taped connectors.
- Brass or copper ground rods
- Wire connections utilizing taping or spray-on waterproofing
- Looped wire or continuous wire installations, that has multiple wires laid side-by-side or in close proximity to one another
- Trace wire wrapped around the corresponding utility.
- Brass fittings with trace wire connection lugs.
- Wire terminations within the roadway, i.e. in valve boxes, cleanouts, manholes, etc. Connecting trace wire to existing conductive utilities

**Testing**

All new trace wire installations shall be located using typical low frequency (512Hz) line tracing equipment, witnessed by the contractor, engineer and facility owner as applicable, prior to acceptance of ownership.

This verification shall be performed upon completion of rough grading and again prior to final acceptance of the project.

Continuity testing in lieu of actual line tracing shall not be accepted.

**Products**

The following products have been deemed acceptable and appropriate:

Copper clad Steel (CCS) trace wire:

- Open Trench – Copperhead #12 High Strength part # 1230-HS
- Directional Drilling/Boring - Copperhead Extra High Strength part # 1245\*EHS
- Pipe Bursting/Slip Lining – Copperhead SoloShot Extreme Strength 7 x 7 Stranded part #PBX-50

Connectors:

- Copperhead 3-way locking connector part # LSC1230\*
- DryConn 3- way Direct Bury Lug: Copperhead Part # 3WB-01 Termination/Access

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**SEWER/WATER UTILITY – TRACER WIRE**  
Page 6 of 6

Non-Roadway access boxes applications:

- Trace wire access boxes Grade level Copperhead adjustable lite duty Part # LD14\*TP

Concrete / Driveway access box applications:

- Trace wire access boxes Grade level Copperhead Part # CD14\*TP 14”

Fire hydrant trace wire access box applications:

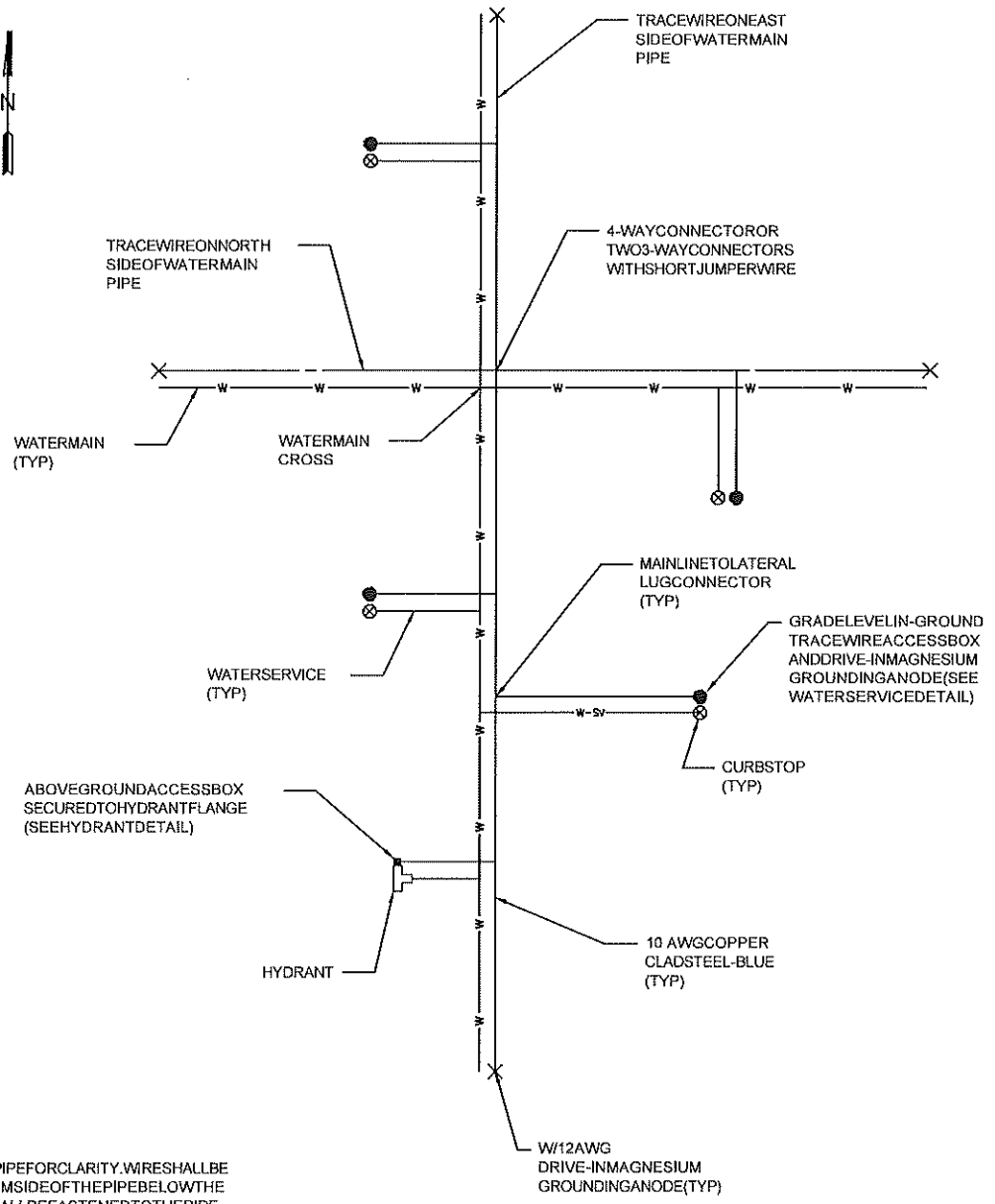
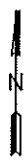
- Above ground two terminal with 1” conduit.
- Copperhead part # T3-75-F (Cobra T3 Test Station, denoting “F” includes mounting flange)

Grounding:

- Drive in Magnesium Anode: Copperhead Part # ANO-1005 (1.5 lb.)

**Manufacture product options:**

The information provided by Copperhead Industries gives you product options to help you choose the correct wire – termination/access points – connectors and grounding products. Other manufactures provide these products; this information is only a guide and alternate products can be submitted for consideration



NOTES:  
 1. WIRESHOWNAWAYFROMPIPEFORCLARITY.WIRESHALLEBE  
 INSTALLEDONTHEBOTTOMSIDEOFTHEPIPEBELOWTHE  
 SPRINGLINE.THEWIRESHALLEBEFASTENEDTOHEPIPE  
 WITHTAPEORPLASTICTIESATS'INTERVALS.


TRACEWIREPLAN(WATER)  
 NOSCALE

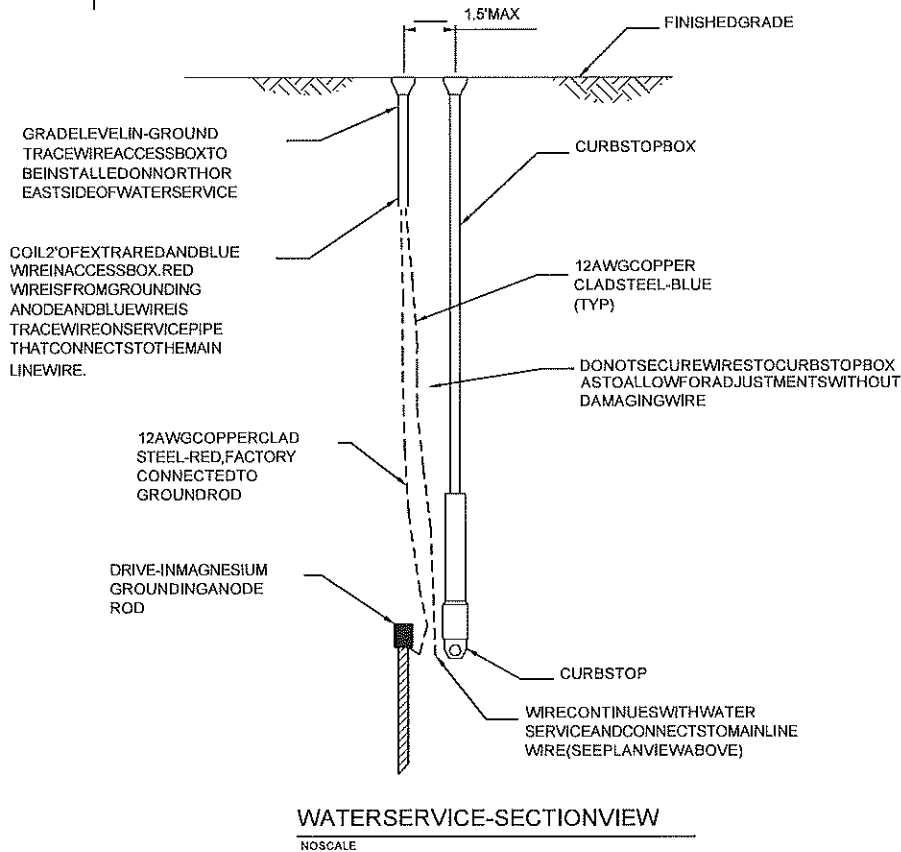
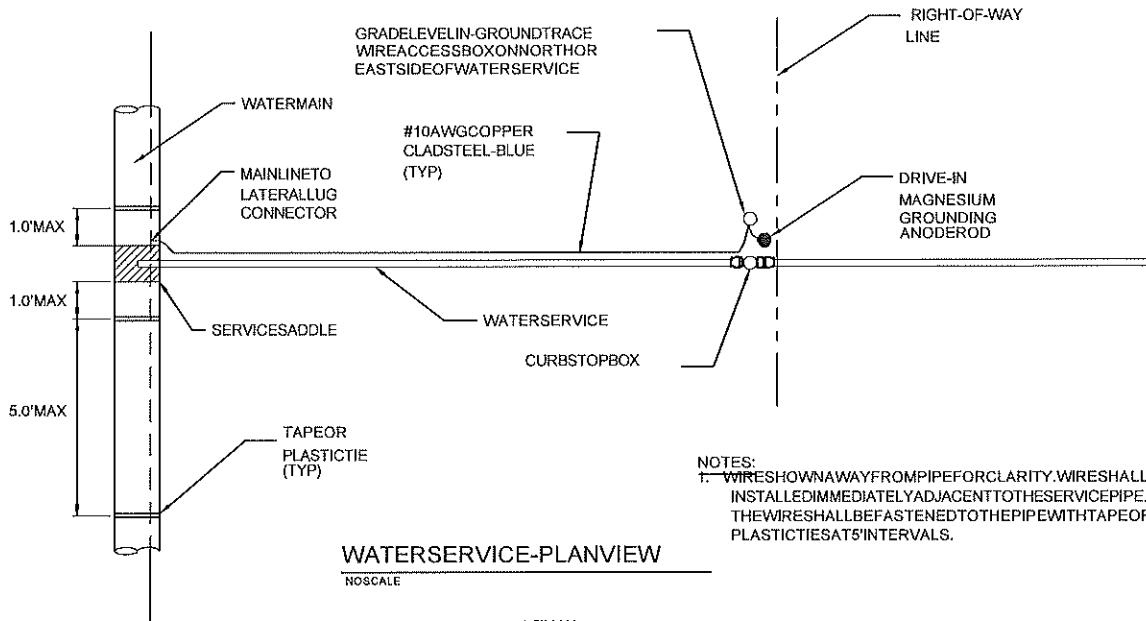
MICHIGAN RURAL WATER ASSOCIATION  
 STANDARD DETAIL

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TRACEWIRE  
 SAMPLE WATER PLAN

May 28, 2014

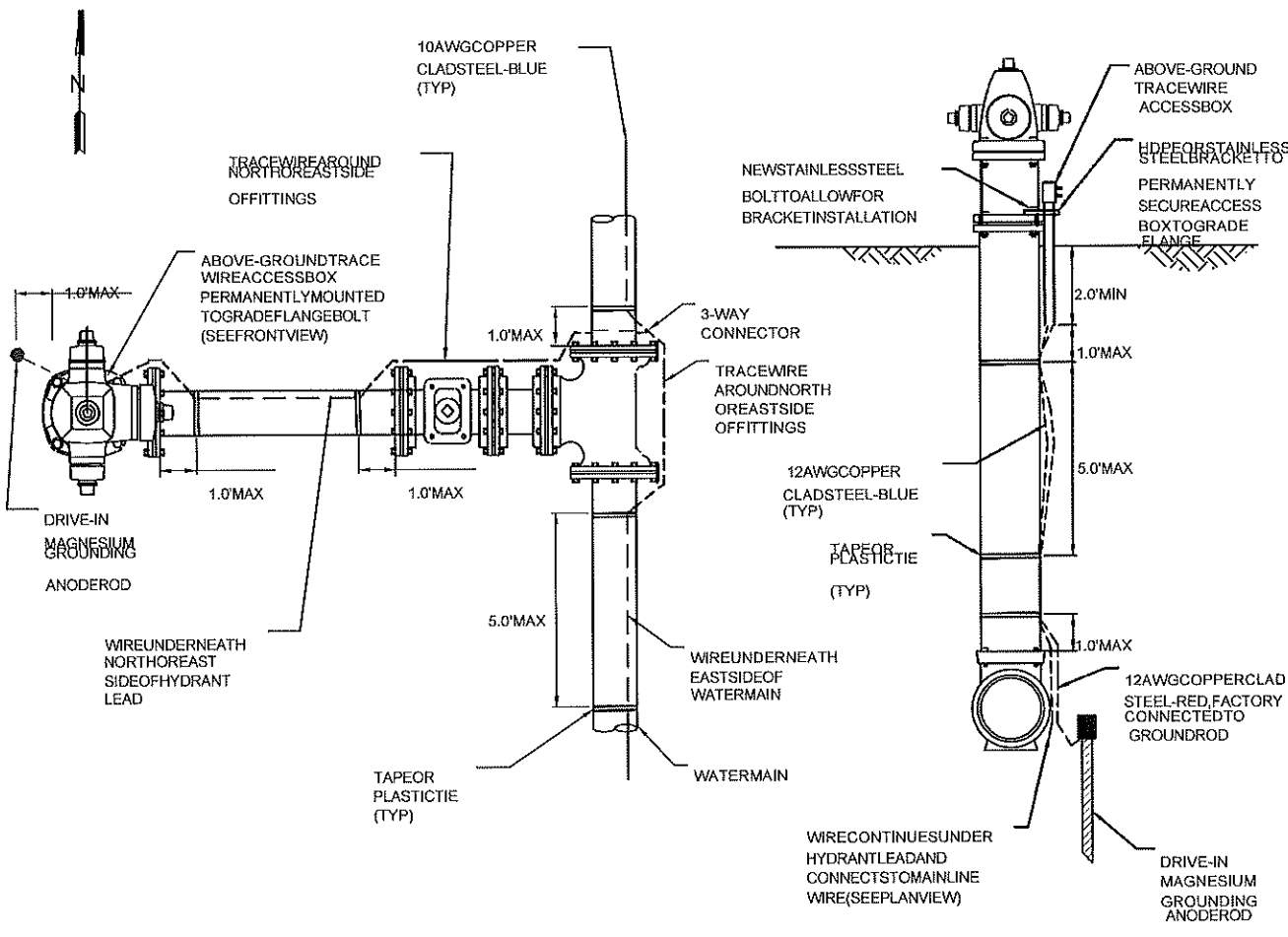




MICHIGAN RURAL WATER ASSOCIATION  
STANDARD DETAIL

TRACE WIRE  
WATER SERVICE DETAIL





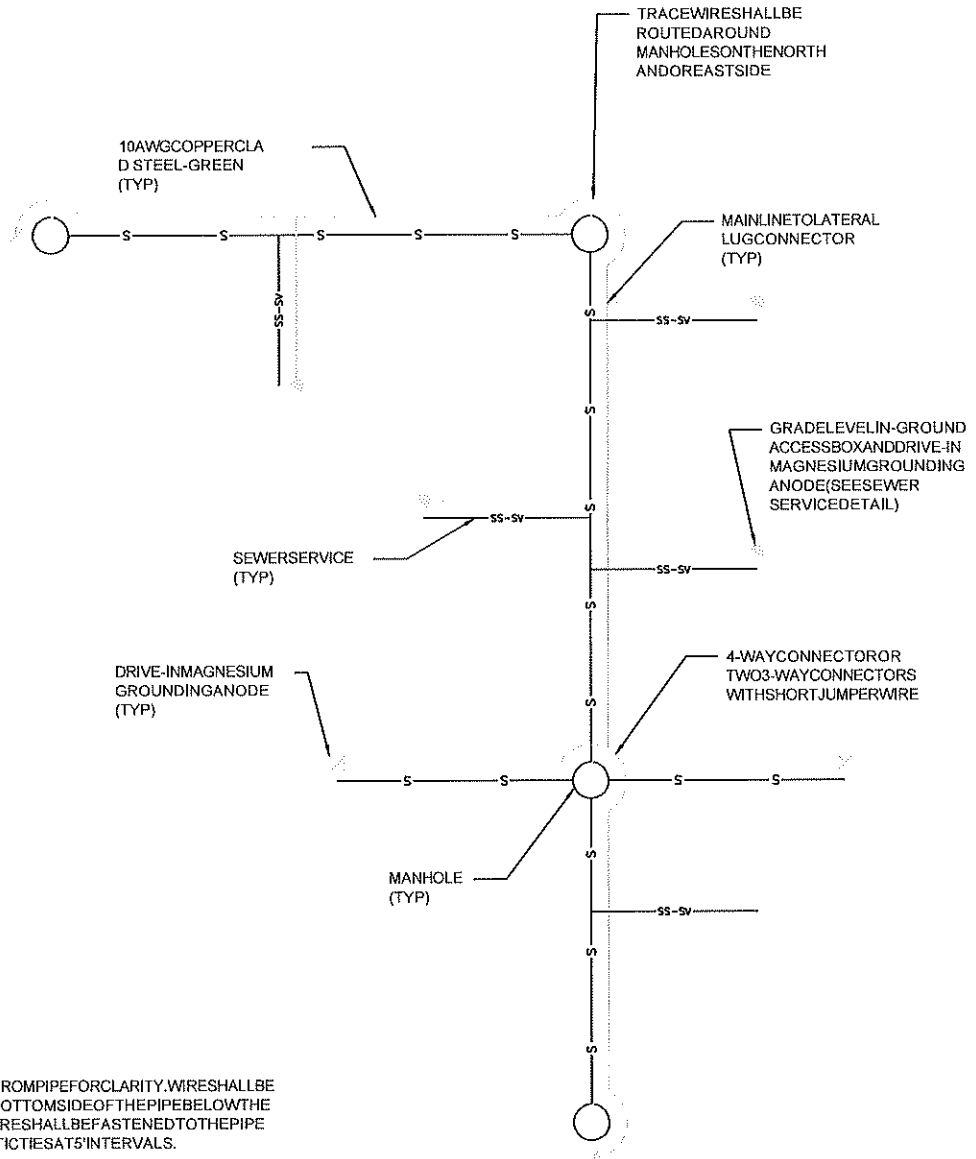
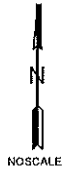
**HYDRANT-PLANVIEW**  
NOSCALE

**HYDRANT-SECTIONVIEW**  
NOSCALE



MICHIGAN  
RURAL WATER ASSOCIATION  
STANDARD DETAIL

TRACEWIRE  
HYDRANT DETAIL



**NOTES:**

1. WIRES SHOWN AWAY FROM PIPE FOR CLARITY. WIRES SHALL BE INSTALLED ON THE BOTTOM SIDE OF THE PIPE BELOW THE SPRINGLINE. THE WIRES SHALL BE FASTENED TO THE PIPE WITH TAPE OR PLASTIC TIES AT 5' INTERVALS.

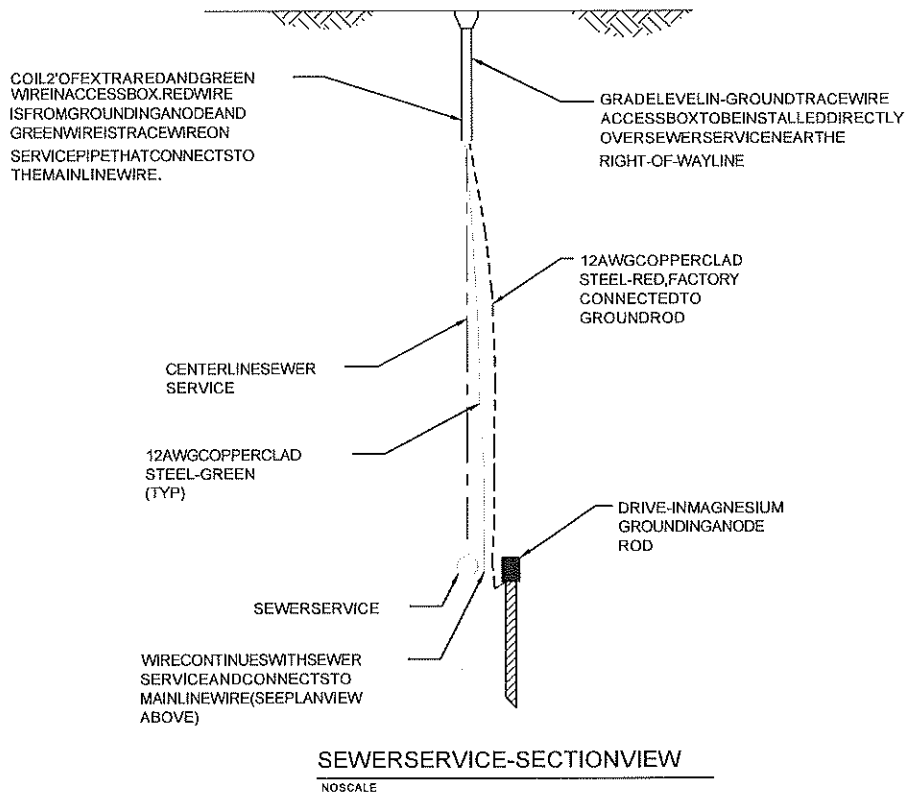
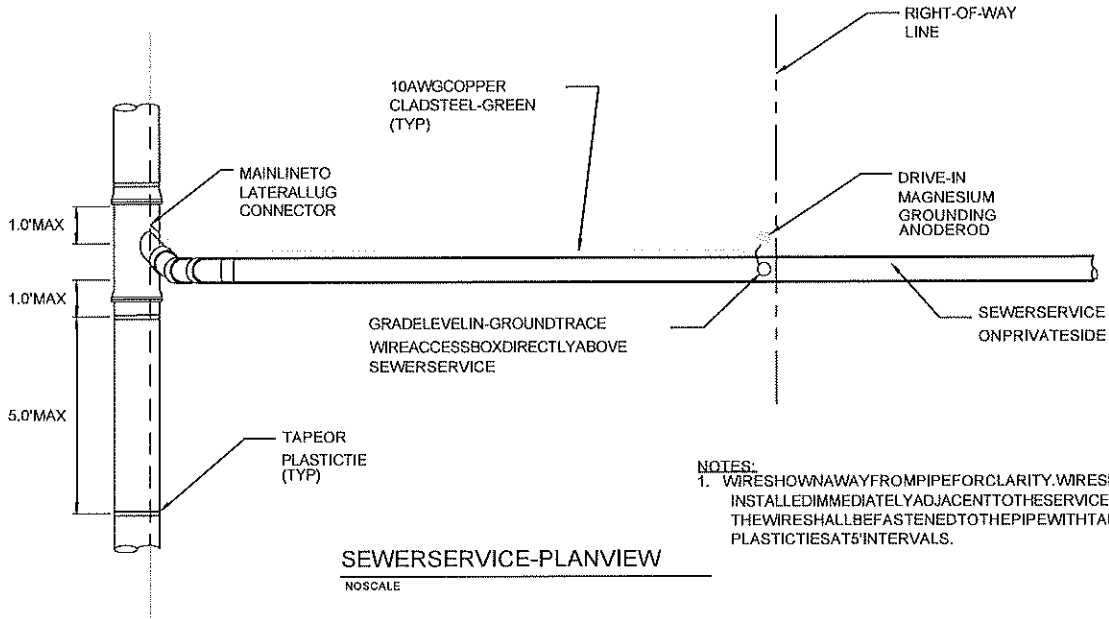
**TRACE WIRE PLAN (SEWER)**

NO SCALE



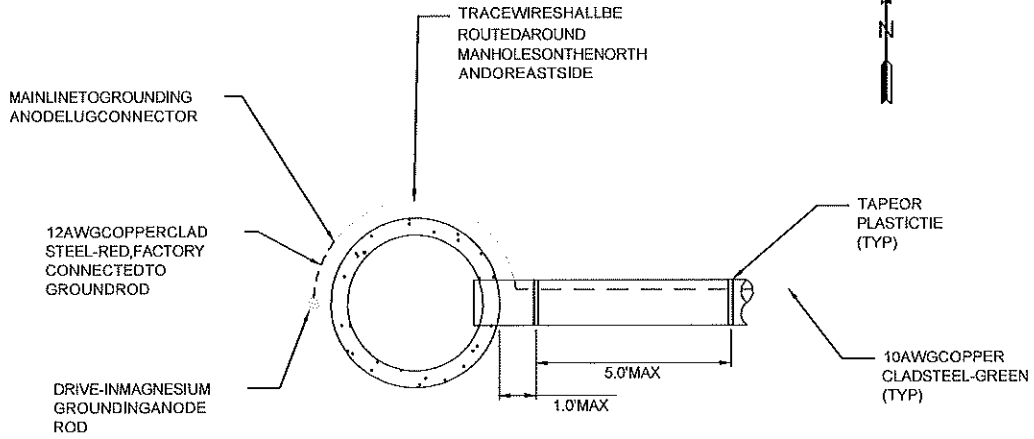
MICHIGAN RURAL WATER ASSOCIATION  
STANDARD DETAIL

TRACE WIRE  
SAMPLE SEWER PLAN

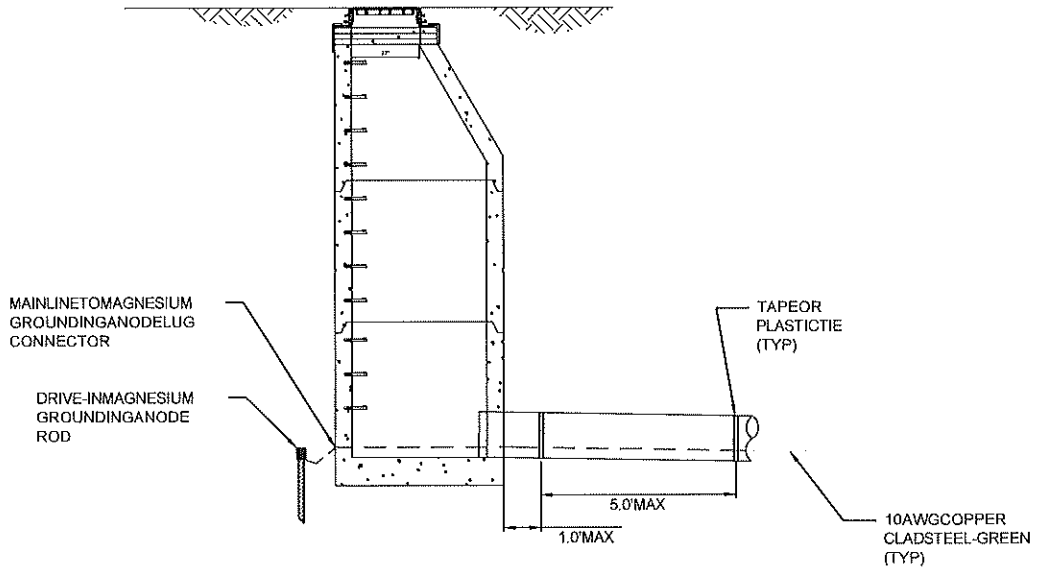


MICHIGAN RURAL WATER ASSOCIATION  
STANDARD DETAIL

TRACEWIRE  
SEWERSERVICE DETAIL



**SEWERMANHOLE-PLANVIEW**  
NOSCALE



**SEWERMANHOLE-SECTIONVIEW**  
NOSCALE

MICHIGAN RURAL WATER ASSOCIATION  
 STANDARDDETAIL



TRACEWIRE  
 SEWERMANHOLEDETAIL

May28,2014

**CITY OF HILLSDALE  
SPECIAL PROVISION  
FOR  
TRAFFIC CONTROL  
Page 1 of 2**

**DESCRIPTION**

Traffic shall be maintained by the Contractor throughout the project in accordance with Section 104.07, 104.11, 812 and 922 of the MDOT 2012 Standard Specifications and in accordance with any Supplemental Specifications and any requirements of the City of Hillsdale Right-Of-Way (ROW) Permit, as issued. All traffic control devices shall conform to the most current version of the Michigan Manual of Uniform Traffic Control Devices (MMUTCD).

The Contractor shall coordinate operations with other Contractors or Utility owners performing work on other projects within adjoining areas to avoid conflicts in maintenance of traffic, construction signing and to provide for the orderly progress of work.

The Contractor shall provide access at all times during construction for school buses, garbage trucks, and any other service vehicles required to traverse and service residences within the construction area.

The City of Hillsdale maintenance crews and/or other Contractors may perform work within or adjacent to the project areas. No additional payment will be made to the Contractor for the joint use of traffic control items or coordination efforts.

The Contractor shall provide, at the time of the pre-construction meeting, a plan for any necessary traffic control for completion of the project. This plan will be discussed, reviewed, possibly revised and approved as part of the Department of Public Services ROW permit process.

**CONSTRUCTION INFLUENCE AREA (CIA)**

The CIA shall include the right of ways of the listed project areas within the City of Hillsdale including all intersecting access as far as the advanced signing required to accommodate all traffic control devices.

The Contractor shall notify the Engineer and property owners a minimum of 48 hours in advance of driveway work/closure. The Contractor shall maintain driveway access throughout the entire project during construction unless coordinated with the property owner prior to beginning the work.

The Contractor shall maintain pedestrian access throughout the entire project at all times during construction. Areas of sidewalk that are to be removed and replaced shall be maintained with Maintenance Gravel until final hard restoration. Pedestrian access to all residences, churches, and businesses shall be allowed at all times. Contractor shall provide sidewalk barricading until surface restorations are complete or installation of temporary maintenance gravel is installed.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**TRAFFIC CONTROL**  
Page 2 of 2

The Contractor shall maintain access to all adjacent property locations at all times and any associated costs shall be included in the Traffic Control Payment item.

- Barricades used to control traffic at night shall be lighted.
- Drums used shall be plastic drums or channelizing devices, grabber cones are an acceptable alternate to drums.
- ADA Compliant Pedestrian panels shall be used at any sidewalk removals and shall not be removed until a temporary or permanent hard surface is restored.

Maintaining Traffic includes all additional work and materials necessary for traffic maintenance, utility maintenance and coordination, and maintenance during construction for all items of work.

**TRAFFIC RESTRICTIONS**

Contractor shall backfill any trenches prior to the end of the work day, no open trenches will be allowed overnight.

The Contractor shall provide advance warning signs of their work area and shall maintain two-way traffic on all roadways while working from the parking lane. Only short delays in traffic will be allowed during the work.

Should longer term restrictions be required the Contractor shall provide a detour or road closure plan to the Engineer that adheres to the most current version of the Michigan Manual of Traffic Control Devices (MMUTCD).

**MEASUREMENT AND PAYMENT**

This pay item as listed for Traffic Control will be paid for at the contract Lump Sum (LS) amount as follows:

**PAY ITEM**

Traffic Control

**PAY UNIT**

Lump Sum (LS)

- 50% of the Traffic Control payment will be made after 5% of the original contract amount is earned and billed.
- Final 50% payment will be made after 25% of the contract amount is earned and billed.

**TRAFFIC CONTROL** shall include all material, labor, and equipment needed to accomplish the traffic control as specified and per the contractors approved plan including furnishing, placement, operation and maintenance of all traffic control devices required for completion of the required work.

TECHNICAL SPECIFICATIONS  
for  
POTENTIAL RESTORATION  
ADDITION TO CONTRACT

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**HMA, Repair**  
**Page 1 of 1**

**DESCRIPTION**

This work shall be done in accordance with Section 302 and 501 of the MDOT 2012 Standard Specifications for Construction and as specified herein. Should replacement of asphalt driveway or roadway be required.

**CONSTRUCTION**

Work shall include the furnishing, placement, grading, and compaction of HMA and/or aggregate for proper replacement of the removed section.

The material to be used for HMA, Repair shall be:

HMA, 13A, placed in a maximum of 220 lbs./Syd per lift until it matches the existing pavement thickness.

Aggregate Base shall match existing base thickness using 21AA crushed limestone aggregate or approved crushed concrete to the proper MDOT gradation. Should the existing roadway not have any road base the contractor shall provide a minimum of 8" thick above the sand backfill over the water or sewer main. Existing base material and any added aggregate base shall be compacted in place to 95% Maximum Density.

**MEASUREMENT AND PAYMENT**

The completed work under this special provision will be considered as incidental to the water service replacement and will not be paid for separately.

HMA, Repair shall include all material, labor, and equipment needed to accomplish the work as needed for replacement of removed HMA.



**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**SIDEWALK, CONC, 4 or 6 INCH**  
Page 1 of 1

DESCRIPTION

This work shall consist of replacing removed concrete sidewalk/driveway or as directed by the Engineer and shall be in accordance with Section 803 of the MDOT 2012 Standard Specifications for Construction and as specified herein.

CONSTRUCTION METHODS

Work shall include furnishing, placement and compaction of the sand base to a minimum depth of 4 inches compacted prior to concrete placement. Work includes all excavation, compaction, sawing if required, proper placement of sidewalk/driveway material and expansion material as required.

The material to be used for Sidewalk shall be:

Concrete – Uniform, Grade P1, 3500 PSI, Air Entrained.

Sand base shall meet requirements of Granular Material Class II, Section 902 of the MDOT 2012 Standard Specifications for Construction.

Sidewalk sections shall be a minimum of 4” thick concrete and ADA compliant.

Driveways, drive approaches or any sidewalks at drives shall be a minimum of 6” thick and ADA compliant

Sidewalk/driveway sections that need are removed and to be replaced shall be maintained with Maintenance Gravel until final hard surface restorations are completed. ADA compliant pedestrian barricades shall remain in place until a hard surface is restored.

MEASUREMENT AND PAYMENT

The completed work under this special provision, including Maintenance Gravel, will be considered as incidental to the water service replacement and will not be paid for separately.

**SIDEWALK, CONC, 4 or 6 INCH** shall include all material, labor, and equipment needed to accomplish the concrete replacement including furnishing, placing, compacting the sand base and any Maintenance Gravel.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**TURF ESTABLISHMENT**  
Page 1 of 4

DESCRIPTION

This work shall consist of the establishment of a durable, permanent, weed free, mature, perennial turf including, but not limited to, fine grading, top soiling, seeding, fertilizer nutrient, mulching, mulch anchoring, watering, weed control, maintenance and repair of turf during the life of the contract.

MATERIALS

Selection of materials unless otherwise noted shall be the responsibility of the Contractor with the following minimum conditions;

- **Topsoil:** Shall be furnished or salvaged supporting vigorous growth. Topsoil shall be humus bearing and free from all foreign material, vegetation clumps and stones greater than 1/2" diameter. Topsoil shall be placed at a depth of 4 inches.
- **Seed:** Mixture shall be MDOT TDS per Table 917-1 of the 2012 MDOT Standard Specification and provided by an MDOT approved certified vendor. Furnish seed in durable bags, each marked by the supplier of the blended mix with a tag giving name, lot number, and net weight of contents, purity and germination.
- **Mulch:** Mulch seeded areas with the appropriate materials for site conditions to promote germination and growth of seed and to mitigate soil erosion and sedimentation.
- **Herbicides:** Comply with all federal, state and local laws. Herbicides shall be furnished and applied as required to control weed growth. The Contractor shall select the herbicide and rate of application in accordance with the manufacturer's recommendations. The Contractor shall comply with all federal, state and local laws as noted in Section 107 of the Standard Specifications for Construction. Notify the Engineer at least 48 hours prior to any applications being made. Furnish and apply herbicide(s) as needed. Obtain the Engineer's approval of work methods and herbicide(s) selected prior to the application of the herbicide(s). Complete a spray log and submit to the Engineer each day an application is made.
- **Fertilizers:** Furnish and apply fertilizer(s) as needed. It is the Contractor's responsibility to select the fertilizer(s) and the rate at which it is used. Phosphorus is allowed for use only at the time of planting and when required by soil conditions. Obtain the Engineer's approval of work methods and fertilizer(s) prior to the application of the fertilizer(s).
- **Water:** Furnish and apply water from an approved source at a rate to promote healthy growth.

**CITY OF HILLSDALE  
SPECIAL PROVISION  
FOR  
TURF ESTABLISHMENT  
Page 2 of 4**

**CONSTRUCTION METHOD**

The Contractor is responsible for all work and construction methods used in completing the work. Standard seeding or Hydroseeding are both acceptable methods for restoration per the below methods.

**Standard Seeding:**

- After the areas to be seeded have been brought to the required grade and properly trimmed, bring soil to a friable condition by disking, harrowing, or otherwise loosening and mixing to a depth of 3 inches to 4 inches. Thoroughly break all lumps and clods.
- If the prepared seedbed is not fertilized, satisfactorily seeded, and mulched before the friable condition is lost through compaction or crusting, repeat the seedbed preparation prior to seeding or reseeding.
- Rake prepared seedbed before seeding.
- Broadcast fertilizer on the surface as the first step of the seeding process. Work fertilizer into the soil to a depth of 1 to 2 inches. Apply uniformly at a rate equivalent to 240 pounds per 1,000 square feet of 16-32-4.
- Sow seeds following or in conjunction with the fertilizer and while the beds are in friable condition, do not sow seeds through mulch.
- Apply seeds at a minimum rate of 5 pounds per 1,000 square feet. Do not seed when wind velocity exceeds 5 miles per hour.
- Float and lightly compact areas to incorporate the seed into the uppermost ½ inch of the soil.
- Visually inspect the seeded areas for uniformity of application; areas in which visual inspection fails to reveal an average of 2 seeds per square inch shall be reseeded at no additional cost to the owner.
- Apply mulch immediately after seeding, provide uniform distribution and allow sunlight to penetrate mulch.
- Small grain mulch shall be applied at a rate of 2.5 bales per 1000 square feet. Mulch shall be anchored.
- Hydro mulch must be applied at a rate of 2,000 pounds per acre. Do not apply if rain is anticipated within 24 hours. Reapplication is required after rain damage at the contractor's expense.
- Mulch blankets can be utilized in accordance with the Manufacturer's guidelines.

**Hydroseeding:**

- After the areas to be seeded have been brought to the required grade and properly trimmed, bring soil to a friable condition by disking, harrowing, or otherwise loosening and mixing to a depth of 3 inches to 4 inches. Thoroughly break all lumps and clods.

**CITY OF HILLSDALE**  
**SPECIAL PROVISION**  
**FOR**  
**TURF ESTABLISHMENT**  
Page 3 of 4

- If the prepared seedbed is not fertilized, satisfactorily seeded, and mulched before the friable condition is lost through compaction or crusting, repeat the seedbed preparation prior to seeding or reseeding.
- Rake prepared seedbed before seeding.
- Apply fertilizer with seed at a rate equivalent to 6.25 pounds per 1,000 square feet of 16-32-4.
- Use equipment only specifically designed for hydraulic seeding application.
- Mix seed, fertilizer and pulverized mulch in water until uniformly blended into homogeneous slurry. Continue mixing during application.
- Float and lightly compact areas to incorporate the seed into the uppermost ½ inch of the soil.
- Visually inspect the seeded areas for uniformity of application; areas in which visual inspection fails to reveal an average of 2 seeds per square inch shall be reseeded at no additional cost to the owner.
- Apply mulch immediately after seeding, provide uniform distribution and allow sunlight to penetrate mulch.
- Small grain mulch shall be applied at a rate of 2.5 bales per 1000 square feet. Mulch shall be anchored.
- Hydro mulch must be applied at a rate of 2,000 pounds per acre. Do not apply if rain is anticipated within 24 hours. Reapplication is required after rain damage at the contractor's expense.
- Mulch blankets can be utilized in accordance with the Manufacturer's guidelines.

Maintenance:

The Contractor is responsible for follow-up maintenance per the following requirements:

- Inspect materials planted in the spring during the summer or early fall, and take corrective action during the fall planting season.
- Inspect materials planted in the fall during the spring and take corrective action during this spring planting season.
- Reseed, plant, fertilize, mulch, topsoil, grade and roll as necessary to achieve a uniform lawn [stand of grass] free from eroded or bare areas.
- Water seeded areas as required to maintain the viability of the Product.

**CITY OF HILLSDALE  
SPECIAL PROVISION  
FOR  
TURF ESTABLISHMENT  
Page 4 of 4**

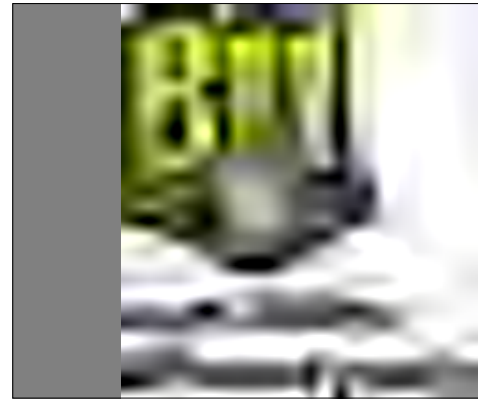
**MEASUREMENT AND PAYMENT**

The completed work under this **Turf Establishment** special provision will be considered incidental to the water service replacement and will not be paid for separately.

**Turf Establishment** shall include all materials, labor and equipment required or selected by the Contractor to install, maintain, inspect, repair, and meet the acceptance parameters for turf establishment will not be paid for separately.

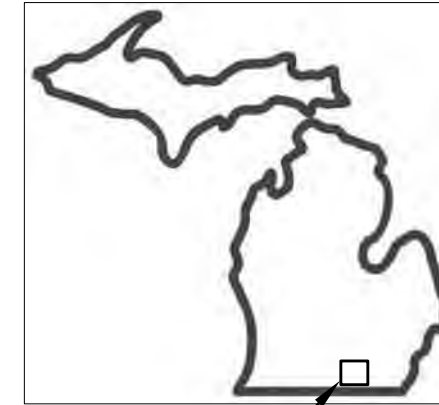
Repairs made to damaged turf establishment areas as a result of a documented storm by a local meteorological data resulting in rainfall amounts of more than 3 inches in a 24 hr. period will be paid for as an increase to the original quantities as described in subsection 109.07 of the Standard Specifications for Construction.

A 2% retainage of the Water Service Replacement Pay Item will be held until turf has been satisfactorily established.



# CITY OF HILLSDALE

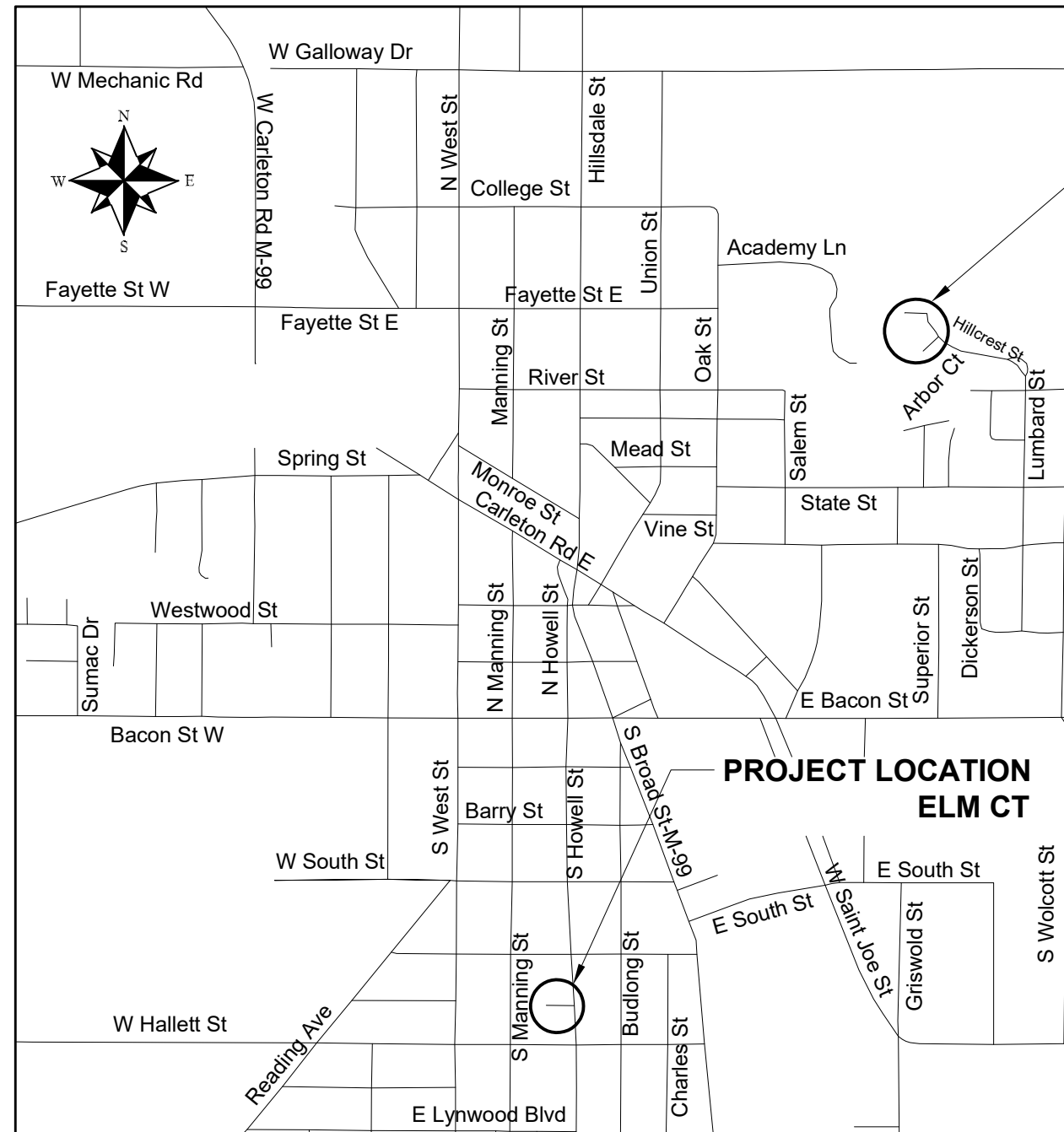
## ELM COURT AND ARBOR COURT WATER MAIN AND SEWER IMPROVEMENTS



SITE LOCATION

**PROJECT LOCATION  
ARBOR CT**

FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, THE CONTRACTOR SHALL DIAL 1-800-482-7171 OR 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO THE BEGINNING OF EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED.



**PROJECT LOCATION  
ELM CT**

**AREA MAP**  
NOT TO SCALE

**REFERENCES TO SPECIFICATIONS:**

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROJECT DRAWINGS, NOTES, AND THE APPLICABLE SECTIONS OF THE 2012 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.

ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MOST CURRENT VERSION OF THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES (MMUTCD)

| SHEET NO. | DESCRIPTION                          |
|-----------|--------------------------------------|
| CS        | COVER SHEET                          |
| C1        | ELM CT REMOVAL PLAN                  |
| C2        | ELM CT PLAN AND PROFILE              |
| C3        | ELM CT TRAFFIC CONTROL               |
| C4        | ELM CT POTENTIAL RESTORATIONS        |
| C5        | ARBOR CT REMOVAL PLAN                |
| C6        | ARBOR CT PLAN AND PROFILE            |
| C7        | ARBOR CT POTENTIAL RESTORATION MISC. |
| C8        | CONSTRUCTION DETAILS                 |

The City of  
**HILLSDALE**  
MICHIGAN  
**BPU**  
Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |

**CITY OF HILLSDALE  
HILLSDALE, MI  
ELM CT & ARBOR CT  
WATER & SEWER IMPROVEMENTS**

**TITLE SHEET**

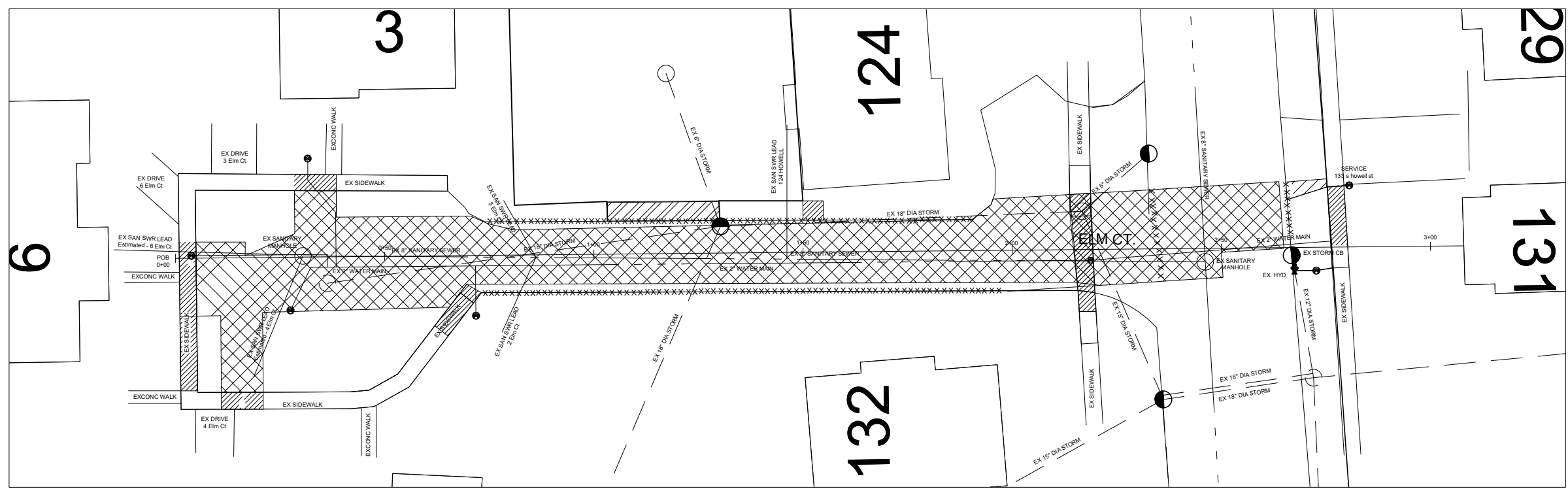
| SCALE    |      |        |
|----------|------|--------|
| NTS      |      |        |
|          | NAME | DATE   |
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**CS**



The City of  
**HILLSDALE**  
 MICHIGAN  
**BPU**  
 Board of Public Utilities  
 45 MONROE ST.  
 HILLSDALE, MI 49242

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |



**CONSTRUCTION NOTES:**

**PLAN ELEVATIONS:** ELEVATIONS SHOWN IN THESE PLANS ARE BASED ON USGS DATUM.

**UNDERGROUND UTILITIES:** FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF THREE WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS & HOLIDAYS PRIOR TO EXCAVATING IN THE VICINITY OF UTILITY LINES. ALL "MISS DIG" PARTICIPATING MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING THE UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.

**EXISTING WATER MAINS AND SEWERS:** THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO PROPERLY IDENTIFIED EXISTING WATER MAINS AND/OR SEWER DURING THE CONSTRUCTION OF THIS PROJECT.

**CONCRETE CURB & GUTTER:** CURB & GUTTER SHALL BE F-4 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. 2-#4 EPOXY COATED DOWELS SHALL BE EPOXY ANCHORED INTO ADJACENT EXISTING CURB, AS APPLICABLE.

**SALVAGE:** THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THE CITY DOES NOT WANT WILL BE BECOME PROPERTY OF THE CONTRACTOR.

**LAWN SPRINKLERS:** OWNERS OF EXISTING LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED, IN WRITING WITH A COPY SENT TO THE CITY ENGINEER, BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK THAT WILL EFFECT THOSE SYSTEMS/LANDSCAPING. IF THE OWNER FAILS TO RELOCATE THE ITEMS PRIOR TO THE BEGINNING OF WORK AND THE SYSTEM IS CUT THE CONTRACTOR SHALL CAP THE SYSTEM PIPE AND WITNESS THE LOCATION WITH A STAKE. SALVAGED SPRINKLER HEADS SHALL BE PLACE ON THE OWNERS PROPERTY. ANY LANDSCAPING ITEMS NOT MOVED SHALL BE CAREFULLY SALVAGED AND PLACED ON THE OWNERS PROPERTY.

**NOTICE TO RESIDENTS:** THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING OR UTILITY SERVICE.

**MAINTAINING TRAFFIC:** CONTRACTOR SHALL MAINTAIN ACCESS TO LOCAL RESIDENTS AND EMERGENCY VEHICLES DURING CONSTRUCTION. IT IS UNDERSTOOD THAT THERE MAY BE TIMES WITH SEVERLY LIMITED ACCESS. THE CONTRACTOR SHALL LEAVE THE SITE AT THE END OF THE WORK DAY SUCH THAT RESIDENTS CAN ACCESS THEIR DRIVEWAYS.

**REMOVAL LEGEND**

- HMA, REM
- PAVT, REM
- SIDEWALK, REM
- CURB & GUTTER, REM

| PROJECT QUANTITIES - ELM CT |      |  |
|-----------------------------|------|--|
| QUANTITY                    | UNIT | DESCRIPTION  |
| 60                          | SY   | SIDEWALK, REM  |
| 530                         | SY   | HMA SURFACE, REM   |
| 20                          | SY   | PAVT, REM  |
| 275                         | LF   | CURB & GUTTER, REM   |
| 1                           | EA   | DR STRUCTURE, REM  |
| 1                           | EA   | ABANDON & REMOVE EXISTING VALVE BOX                            |
| 4                           | EA   | ABANDON & REMOVE EXISTING CURB STOP                            |
| 1                           | EA   | DISCONNECT EXISTING 2" MAIN                                    |
| 280                         | LF   | WATER MAIN, DI, 6 INCH, TR DET G                               |
| 2                           | EA   | GATE VALVE & BOX, 6"   |
| 6                           | EA   | 6" 45 DEG. BENDS   |
| 1                           | EA   | FIRE HYDRANT ASSEMBLY  |
| 1                           | EA   | LIVE TAP AT EXISTING 8" MAIN                                   |
| 4                           | EA   | WATER SERVICES, CURB STOP & BOX (MAIN TO CURB STOP)            |
| 2                           | EA   | LEAD SERVICE LINE REPLACEMENT (CURB STOP TO 18" INTO THE HOME) |
| 225                         | LF   | SANITARY SEWER, 8 INCH, TR DET B                               |
| 2                           | EA   | SANITARY STRUCTURE, 24 INCH DIA.                               |
| 2                           | EA   | SANITARY SEWER TAP, 4 INCH @ MH                                |
| 3                           | EA   | SANITARY SEWER TAP, 4 INCH @ MAIN                              |
| 1                           | EA   | SANITARY CONN TO EXISTING MH                                   |
| 1                           | LS   | TRAFFIC CONTROL  |

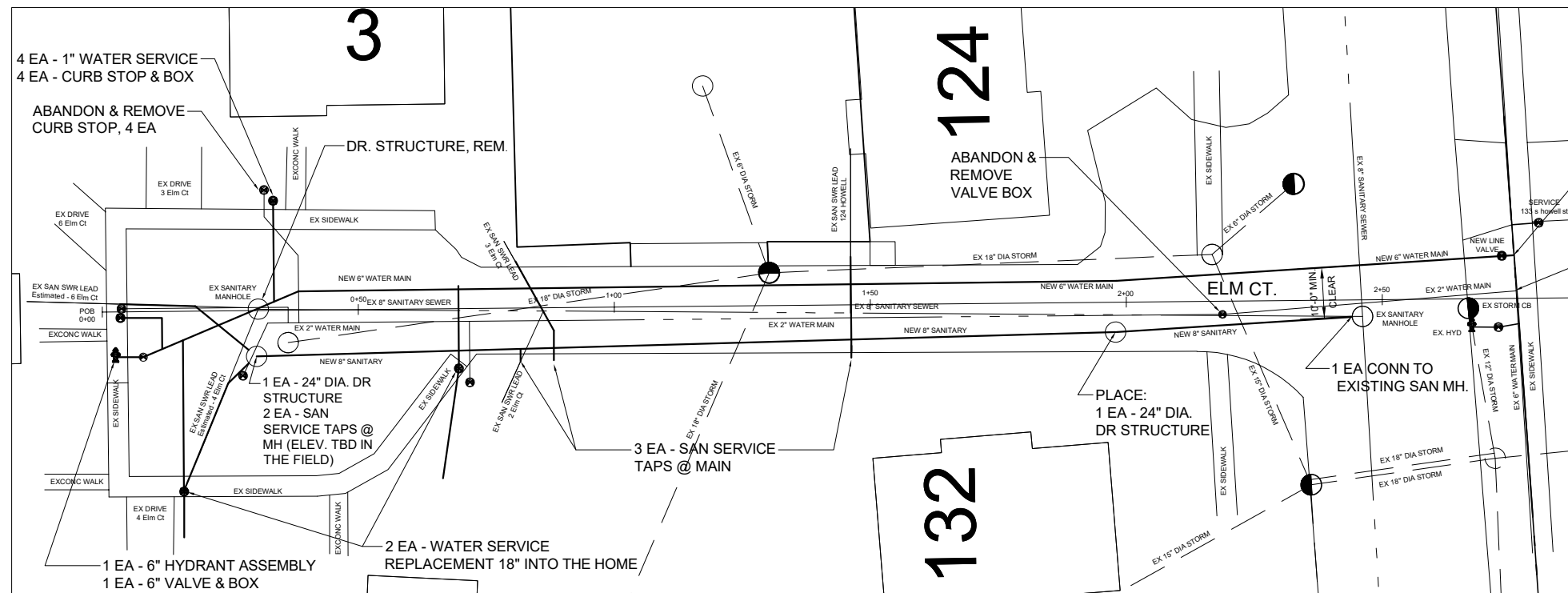
CITY OF HILLSDALE  
 HILLSDALE, MI  
 ELM COURT  
 WATER & SEWER IMPROVEMENTS  
 REMOVALS AND NOTES

SCALE  
1" = 30'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.

DRAWING NO.  
**C1**



PLACE:  
 1 EA - 6"x6"x6" TEE  
 1 EA - 6" VALVE & BOX  
 1 EA - CONNECT TO EX. W.M.

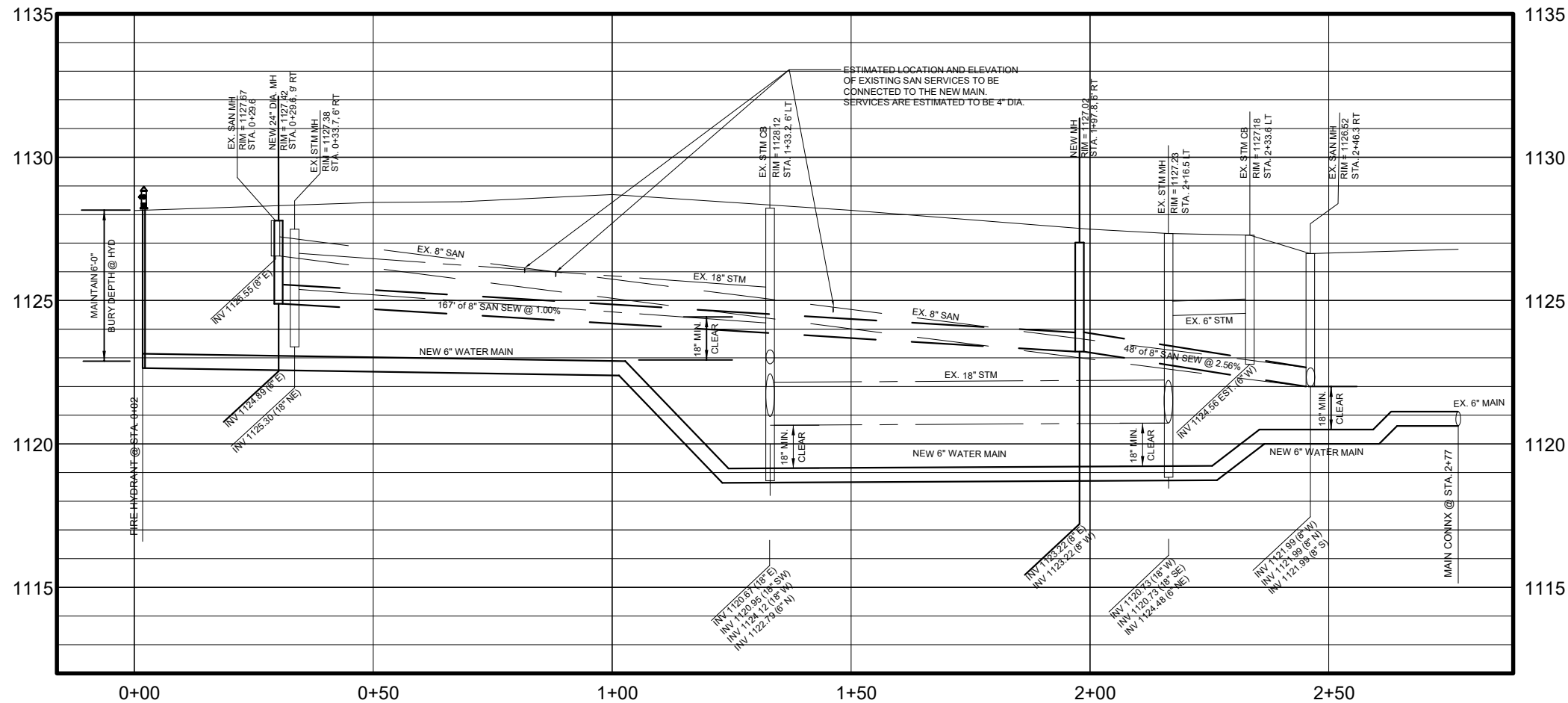
DISCONNECT EX W.M.

PLACE:  
 1 EA - 24" DIA.  
 DR STRUCTURE



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 MICHIGAN  
**BPU**  
 Board of Public Utilities  
 45 MONROE ST.  
 HILLSDALE, MI 49242

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |



**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**ELM COURT**  
**WATER & SEWER IMPROVEMENTS**  
**PLAN AND PROFILE**

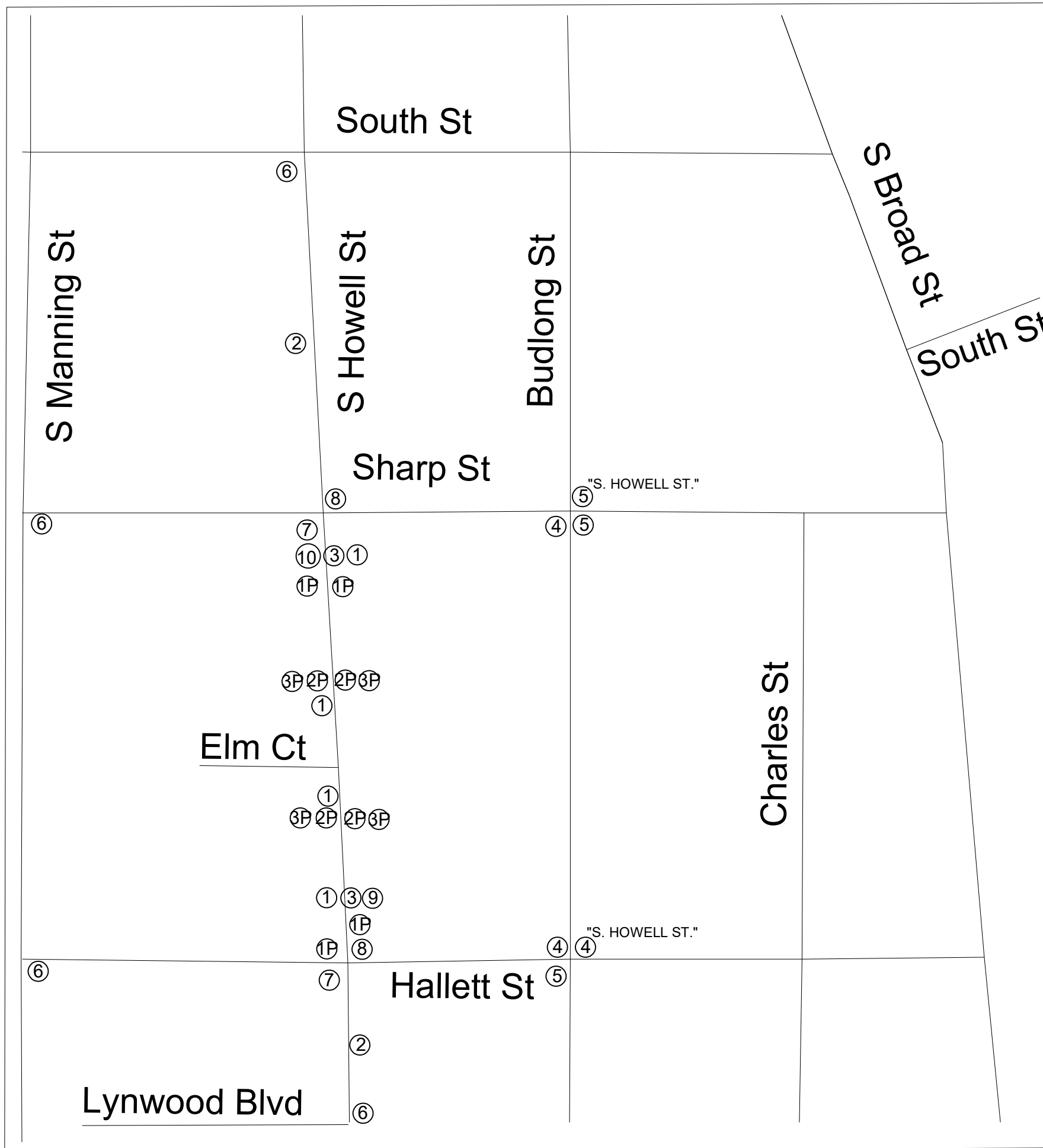
SCALE:  
 VERT: 1" = 5'    HORIZ: 1" = 30'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C2**

REFER TO C8 FOR TYPICAL  
 CONSTRUCTION DETAILS.





**TRAFFIC CONTROL KEY**

| KEY | CODE   | SIGN                              | *QTY |
|-----|--------|-----------------------------------|------|
| ①   |        | TYPE III BARRICADE HIGH INTENSITY | 4    |
| ②   | W20-3  | STREET CLOSED AHEAD               | 2    |
| ③   | R11-4  | STREET CLOSED TO THRU TRAFFIC     | 2    |
| ④   | M4-9R  | DETOUR ARROW RIGHT                | 3    |
| ⑤   | M4-9C  | DETOUR ARROW LEFT                 | 3    |
| ⑥   | W20-2  | DETOUR AHEAD                      | 4    |
| ⑦   | M4-9S  | DETOUR STRAIGHT                   | 2    |
| ⑧   | M4-8A  | DETOUR ENDS                       | 2    |
| ⑨   | M4-10R | DETOUR ARROW RIGHT                | 1    |
| ⑩   | M4-10L | DETOUR ARROW LEFT                 | 1    |

**PEDESTRIAN KEY**

| KEY | CODE  | SIGN NAME                   | *QTY |
|-----|-------|-----------------------------|------|
| ①P  | R9-11 | SIDEWALK CLOSED AHEAD       | 4    |
| ②P  | R9-9  | SIDEWALK CLOSED             | 4    |
| ③P  |       | PEDESTRIAN BARRICADE PANELS | 4    |

\* QUANTITIES ARE MINIMUM REQUIRED. CONTRACTOR MAY INCREASE AS NEEDED FOR THEIR CONSTRUCTION PLANS. LIGHTED BARRELS AND/OR GRABBER CONES WILL BE NEEDED FOR FLAG CONTROL ZONES AND OVER NIGHT ONE LANE SECTIONS.

**PROJECT NOTES**

- ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2012 STANDARD SPECIFICATION FOR CONSTRUCTION.
- ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.

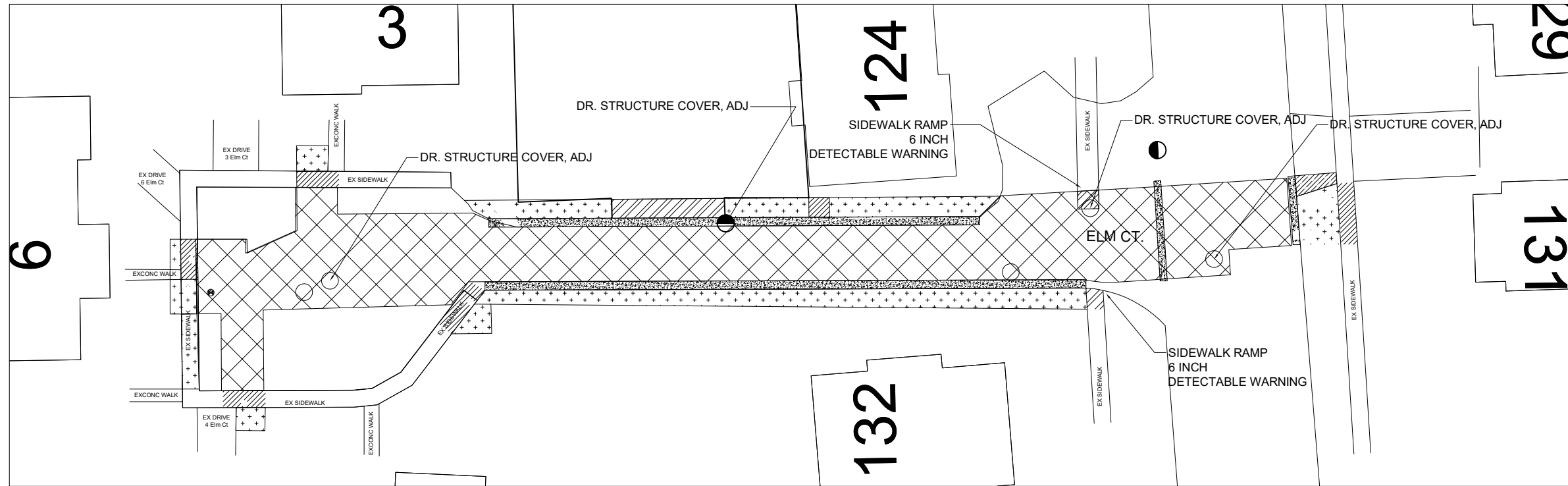


**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**ELM COURT**  
**WATER & SEWER IMPROVEMENTS**  
**ELM COURT TRAFFIC CONTROL**

SCALE:  
NTS

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C3**



**ADJUSTMENT OF DRAINAGE STRUCTURES:** IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB OR WITHIN THE STREET. ADJUSTMENT OF CASTINGS ON NEW STRUCTURE. ADJUSTMENT OF CASTING ON NEW STRUCTURES IS INCLUDED IN PAYMENT FOR THE STRUCTURE. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT.

**LANDSCAPE RESTORATION:** AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, SEEDED AND MULCHED PER THE SPECIFICATION REQUIREMENTS FOR TURF ESTABLISHMENT.

**RESTORATION LEGEND**

-  HMA PAVEMENT
-  4" SIDEWALK
-  6" SIDEWALK/ DRIVE
-  CURB & GUTTER - F4
-  TURF RESTORATION

**RESTORATION QUANTITIES - ELM CT**

| QUANTITY | UNIT | DESCRIPTION                  |
|----------|------|------------------------------|
| 65       | TONS | HMA, 13A (220LBS/SY)         |
| 65       | TONS | HMA, 36A (220LBS/SY)         |
| 300      | LF   | CURB & GUTTER, CONC, F4      |
| 4        | EA   | DR. STRUCTURE COVER, ADJ.    |
| 275      | SF   | SIDEWALK, CONC, 4 INCH       |
| 165      | SF   | SIDEWALK/DRIVE, CONC, 6 INCH |
| 50       | SF   | SIDEWALK RAMP, 6 INCH        |
| 10       | LF   | DETECTABLE WARNING SURFACE   |
| 200      | SY   | TURF RESTORATION             |

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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CITY OF HILLSDALE  
 HILLSDALE, MI  
 ELM COURT  
 WATER & SEWER IMPROVEMENTS  
 POTENTIAL RESTORATION ADDITION  
 TO CONTRACT

SCALE  
1" = 30'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

**C4**



45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS | DATE |
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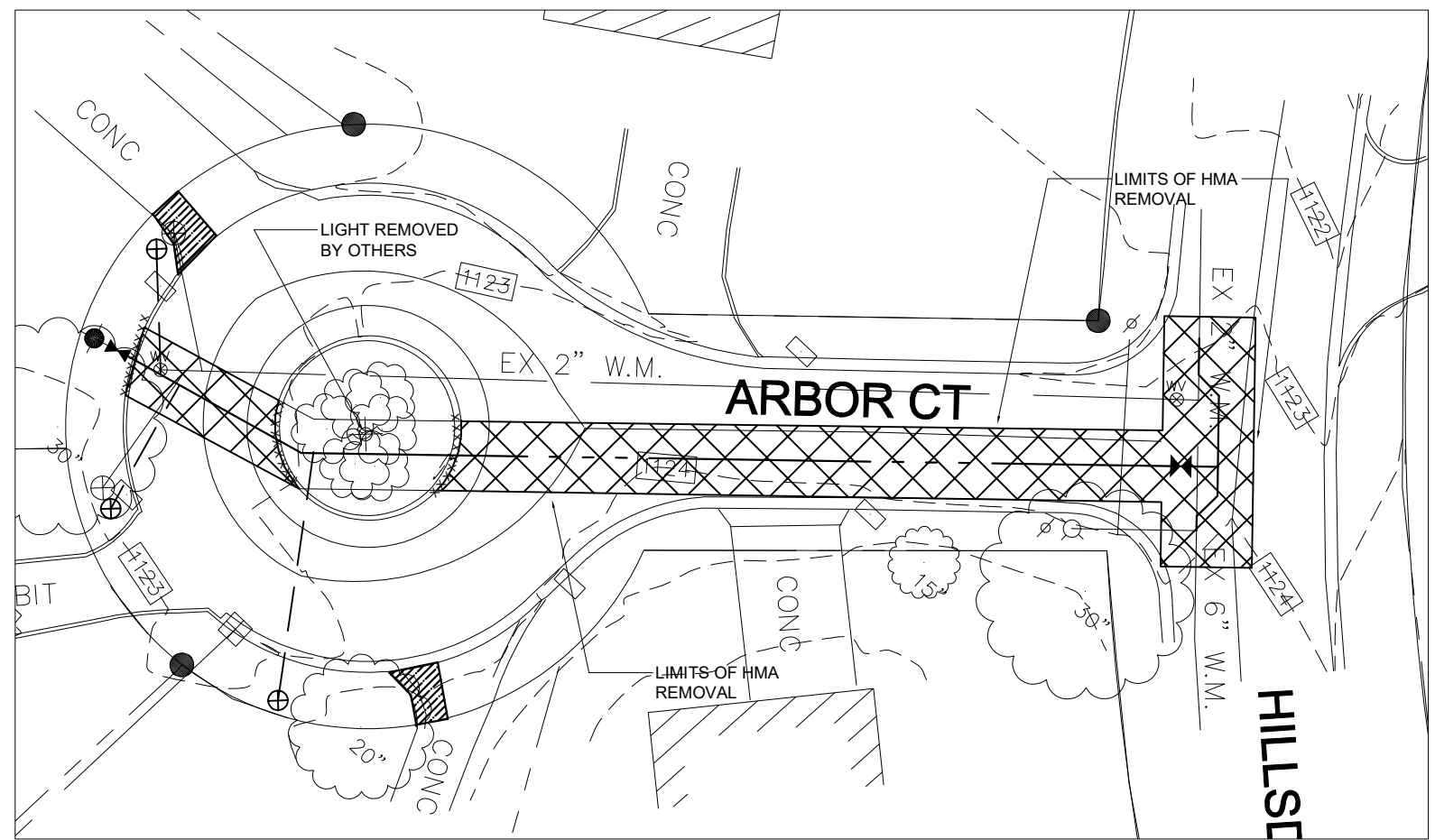
**CITY OF HILLSDALE  
HILLSDALE, MI  
ARBOR COURT  
WATER IMPROVEMENTS**

**REMOVALS**

SCALE:  
VERT: 1" = 5' HORIZ: 1" = 30'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C5**

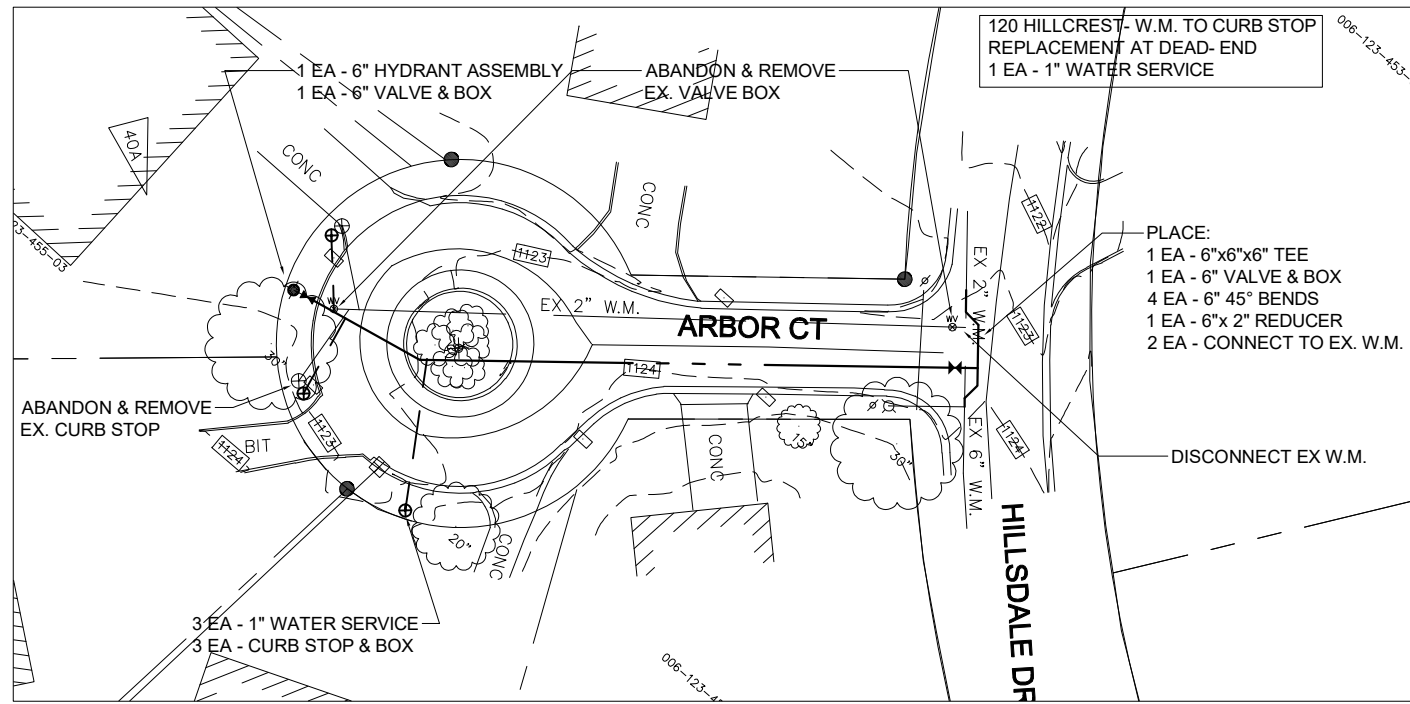


**REMOVAL LEGEND**

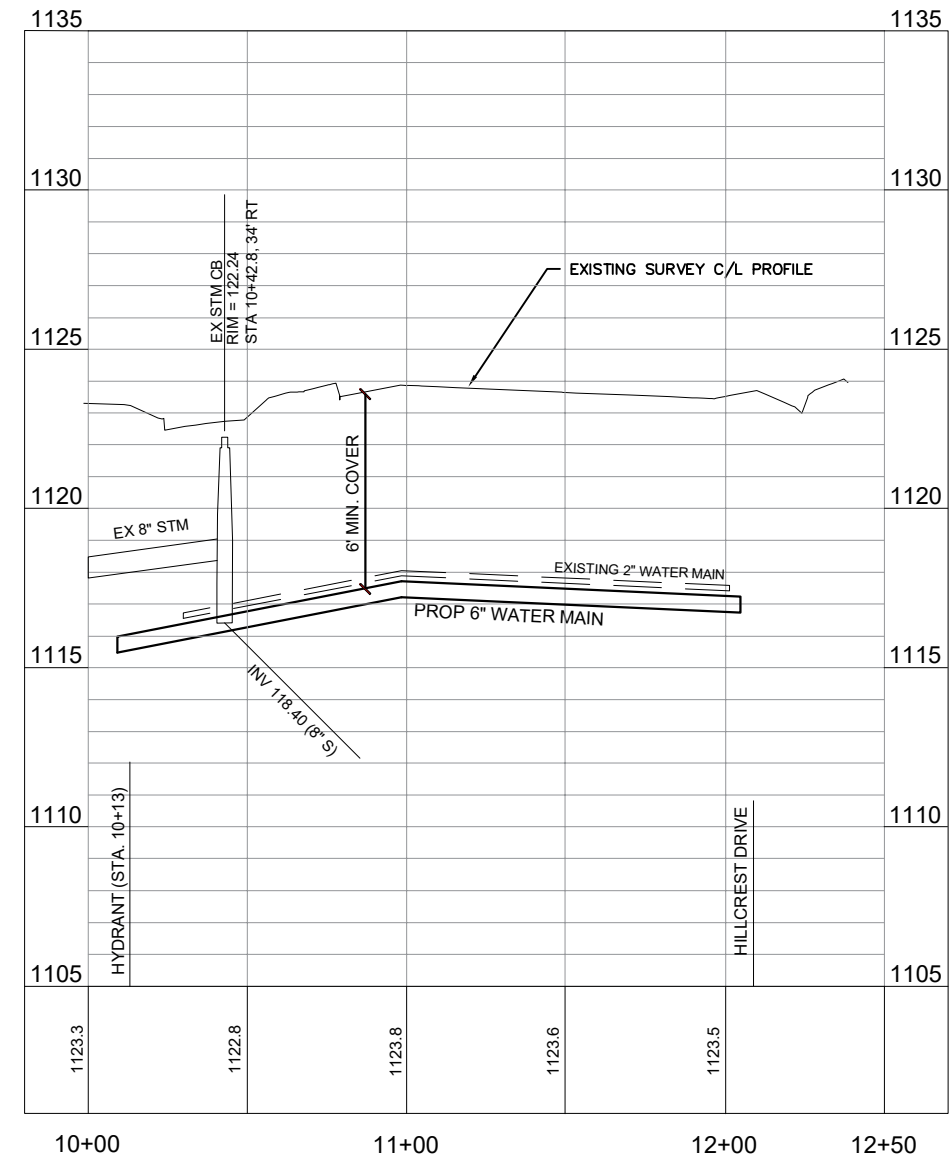
|                    |
|--------------------|
| HMA, REM           |
| PAVT, REM          |
| CURB & GUTTER, REM |

| PROJECT QUANTITIES - ARBOR CT |      |  |
|-------------------------------|------|--|
| QUANTITY                      | UNIT | DESCRIPTION  |
| 45                            | LF   | CURB & GUTTER, REM   |
| 275                           | SY   | HMA SURFACE, REM   |
| 15                            | SY   | PAVT, REM  |
| 2                             | EA   | ABANDON& REMOVE EXISTING VALVE BOX                         |
| 3                             | EA   | ABANDON& REMOVE EXISTING CURB STOP                         |
| 1                             | EA   | DISCONNECT EXISTING 2" MAIN                                |
| 230                           | LF   | WATER MAIN, DI, 6 INCH, TR DET G                           |
| 2                             | EA   | GATE VALVE & BOX, 6"                                       |
| 1                             | EA   | 6"X6"X6" TEE   |
| 4                             | EA   | 6" 45 DEG. BENDS   |
| 1                             | EA   | 6"X2" REDUCER  |
| 1                             | EA   | FIRE HYDRANT ASSEMBLY                                      |
| 2                             | EA   | CONNECT TO EXISTING MAIN                                   |
| 4                             | EA   | WATER SERVICE WITH CURB STOP BOX (MAIN TO CURB STOP)       |
| 1                             | EA   | LEAD SERVICE LINE REPLACEMENT (CURB STOP TO 18" INTO HOME) |
| 1                             | LS   | TRAFFIC CONTROL  |

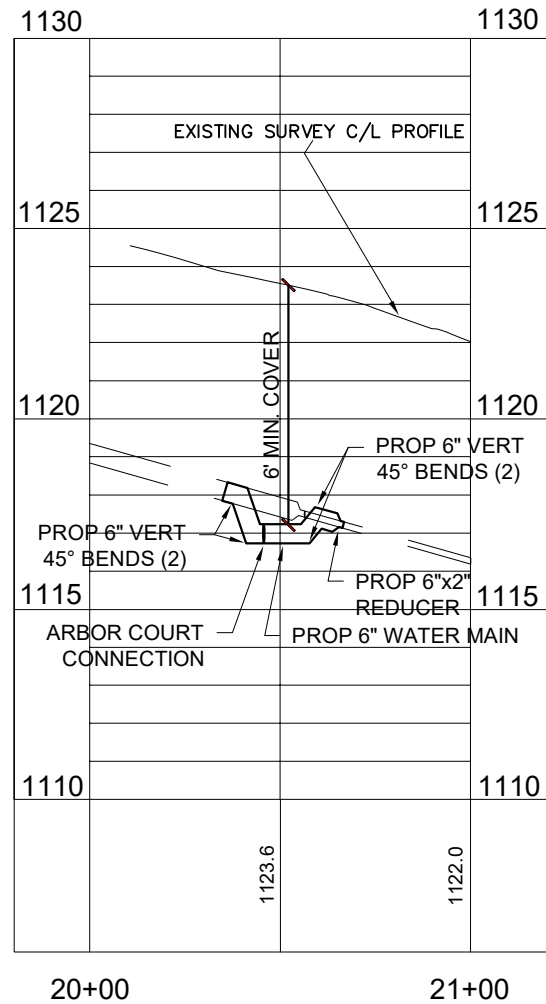
REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



**Arbor Ct PROFILE**



**Hillcrest Drive PROFILE**



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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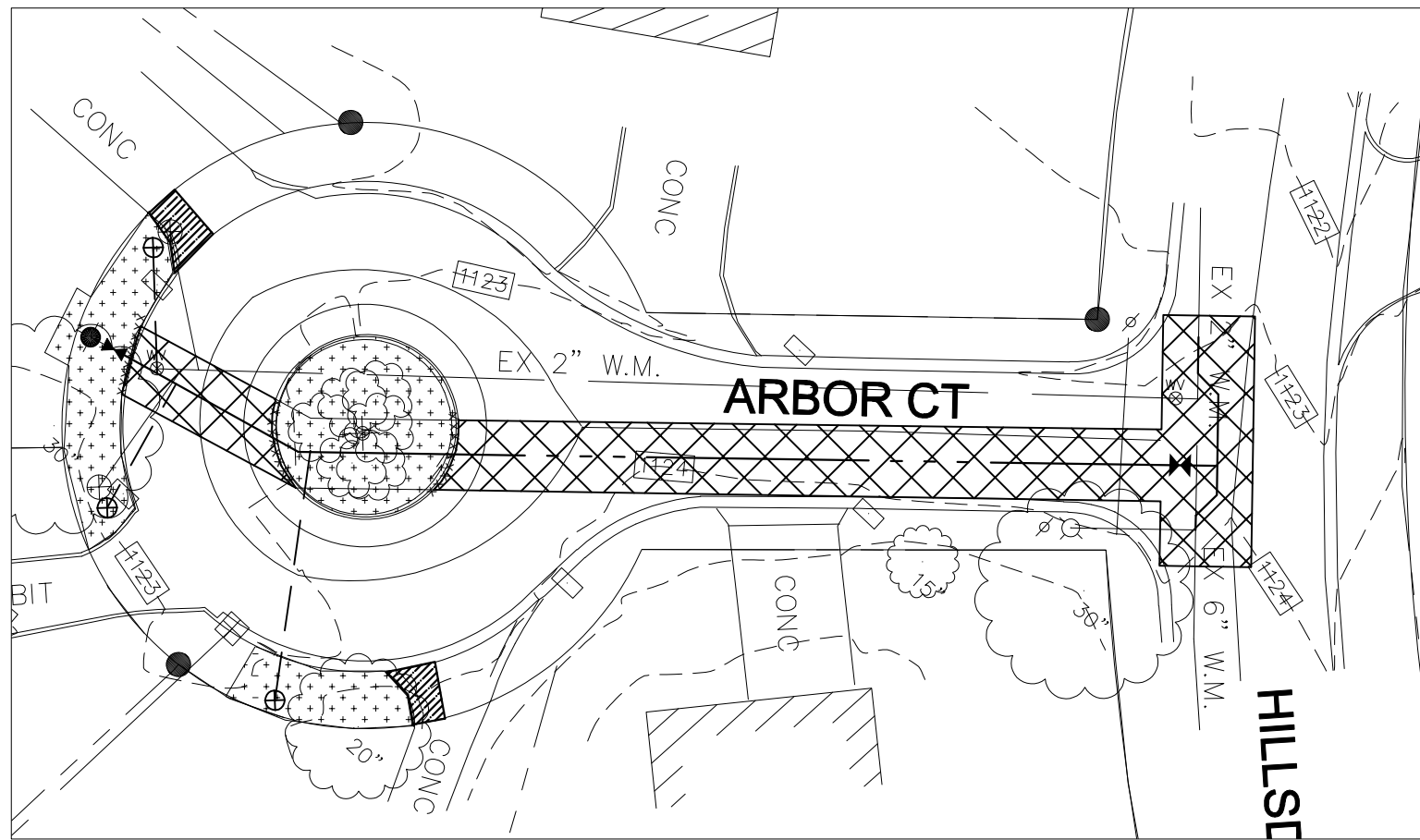
CITY OF HILLSDALE  
HILLSDALE, MI  
ARBOR COURT  
WATER IMPROVEMENTS  
PLAN AND PROFILE

SCALE:  
VERT: 1" = 5' HORIZ: 1" = 50'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

**C6**



- RESTORATION LEGEND**
-  HMA PAVEMENT
  -  6" SIDEWALK/ DRIVE
  -  CURB & GUTTER - F4
  -  TURF RESTORATION

| RESTORATION QUANTITIES - ARBOR CT |      |                               |
|-----------------------------------|------|-------------------------------|
| QUANTITY                          | UNIT | DESCRIPTION                   |
| 35                                | TONS | HMA, 13A (220LBS/SY)          |
| 35                                | TONS | HMA, 36A (220LBS/SY)          |
| 45                                | LF   | CURB & GUTTER, CONC, F4       |
| 135                               | SF   | SIDEWALK/ DRIVE, CONC, 6 INCH |
| 200                               | SY   | TURF RESTORATION              |

REFER TO C8 FOR TYPICAL  
CONSTRUCTION DETAILS.



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Board of Public Utilities  
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CITY OF HILLSDALE  
HILLSDALE, MI  
ARBOR COURT  
WATER IMPROVEMENTS

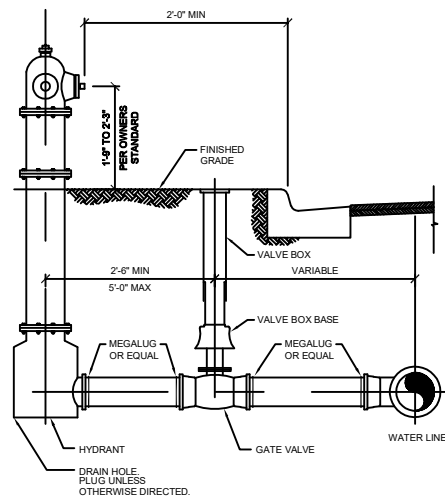
POTENTIAL RESTORATION  
ADDITION TO CONTRACT

SCALE:  
VERT: 1" = 5' HORIZ: 1" = 30'

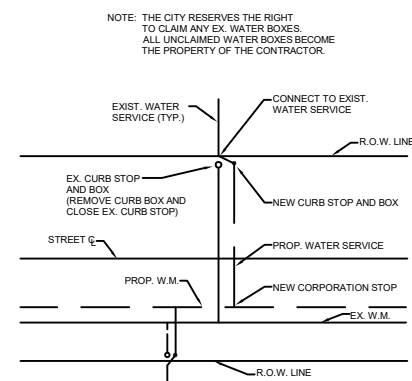
|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

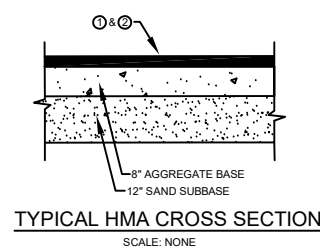
**C7**



**HYDRANT ASSEMBLY**  
NOT TO SCALE



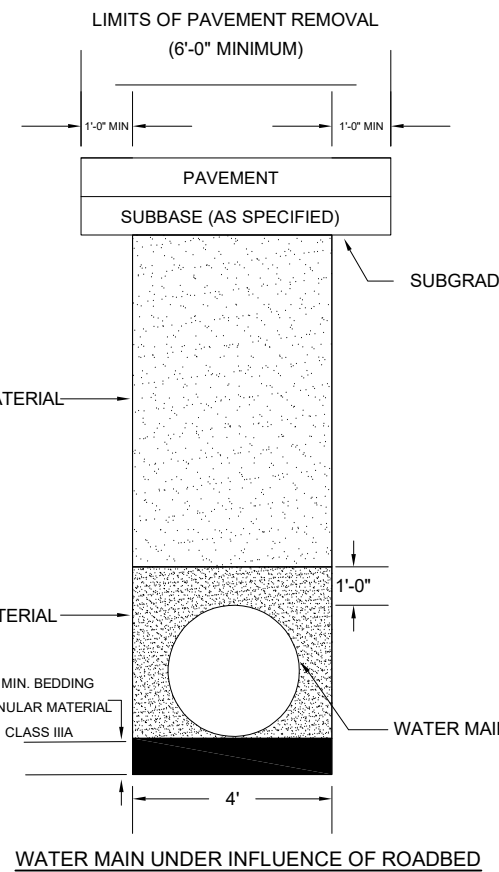
**WATER SERVICE CONNECTION DETAIL**  
NOT TO SCALE



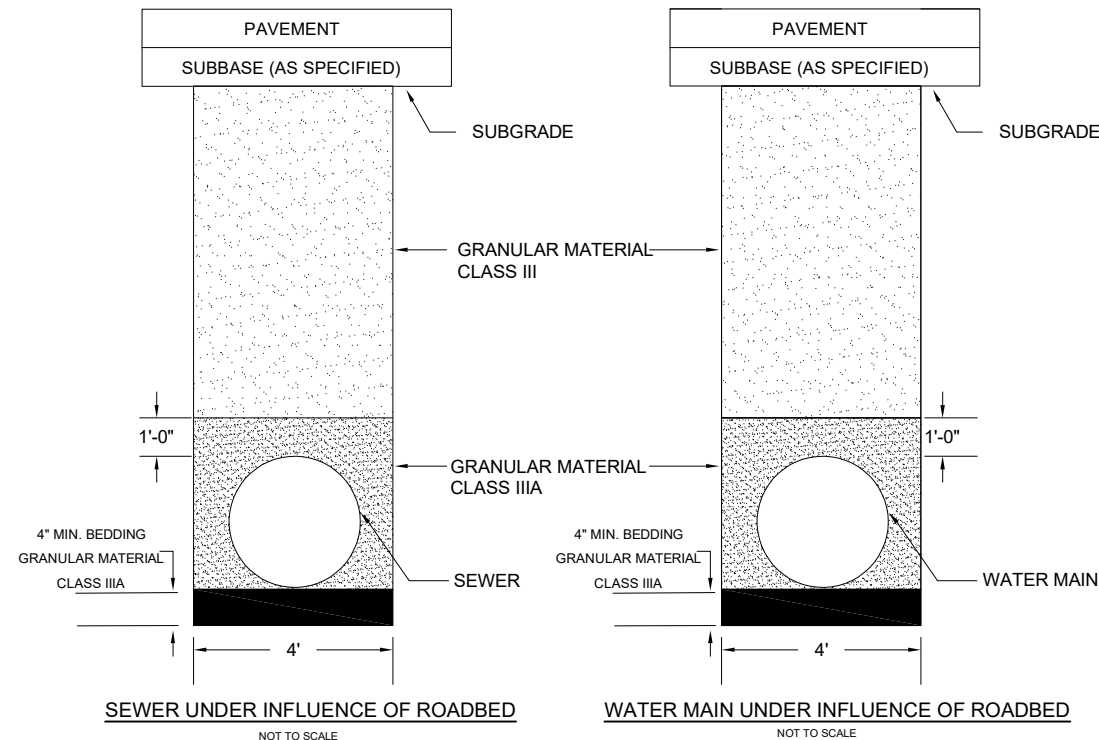
**TYPICAL HMA CROSS SECTION**  
SCALE: NONE

| HMA APPLICATION TABLE |         |          |             |              |     |         |
|-----------------------|---------|----------|-------------|--------------|-----|---------|
| COURSE                | TYPE    | ITEM     | EST. YIELD  | BINDER GRADE | AWI | REMARKS |
| ①                     | BASE    | HMA, 13A | 220 LBS/SYD | PG 58-28     | -   |         |
| ②                     | SURFACE | HMA, 36A | 220 LBS/SYD | PG 58-28     | 220 |         |

NOTE: BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.

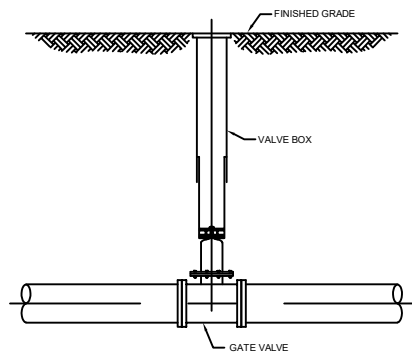


**LIMITS OF PAVEMENT REMOVAL**  
(6'-0" MINIMUM)

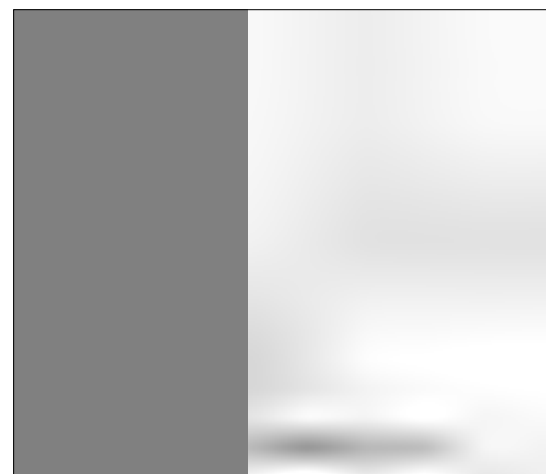


**SEWER UNDER INFLUENCE OF ROADBED**  
NOT TO SCALE

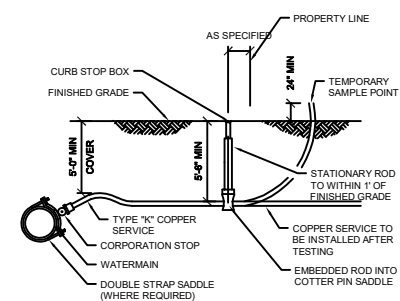
**WATER MAIN UNDER INFLUENCE OF ROADBED**  
NOT TO SCALE



**GATE VALVE DETAIL**  
NOT TO SCALE

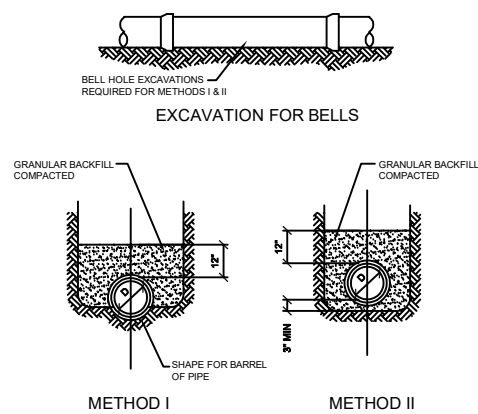


**TYPICAL F-4 CURB DETAIL**  
NOT TO SCALE



NOTES:  
1. SAMPLE POINT TO BE USED FOR FUTURE SERVICE LEAD.  
2. NO TAP SHALL BE MADE CLOSER THAN 18" TO ANY COUPLING OR JOINT IN THE PIPE.  
3. STATIONARY ROD REQUIRED IN AREAS OF HIGH GROUNDWATER.

**COPPER SERVICE LEAD CONNECTION/SAMPLE POINT**  
NOT TO SCALE



NOTES:  
1. METHOD I: IN AREAS OF UNCONSOLIDATED SOILS (SAND, GRAVEL, ETC.)  
2. METHOD II: IN AREAS OF CONSOLIDATED SOILS (CLAY, HARDPAN, ROCK, ETC.)

**METHODS OF BEDDING PRESSURE PIPE**  
NOT TO SCALE

**PUBLIC UTILITIES:** THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

- |                          |  |                      |  |
|--------------------------|--|----------------------|--|
| <b>GAS:</b>              | MICHIGAN GAS UTILITY<br>70 SAUK RIVER DRIVE<br>COLDWATER, MI 49036<br>P - 517-781-0511<br>ATTN: DONALD SEEKMAN<br>donald.seekman@michiganasutilities.com | <b>ELECTRIC:</b>     | CITY OF HILLSDALE BPU<br>45 MONROE STREET<br>HILLSDALE, MI 49242<br>P - 517-437-6417<br>ATTN: CHAD CULBERT<br>cculbert@hilldalebpu.com |
| <b>CABLE TELEVISION:</b> | COMCAST<br>16718 US 12<br>CEMENT CITY, MI 49233<br>P - 517-252-5238<br>ATTN: JIM NEWBY<br>jim_newby@cable.comcast.com                                    | <b>TELEPHONE:</b>    | AT&T<br>1041 HURST ROAD<br>JACKSON, MI 49201<br>P - 517-750-0660<br>ATTN: KAREN TRUDGEN<br>karen.m.trudgen@att.com                     |
| <b>WATER/SEWER:</b>      | CITY OF HILLSDALE BPU<br>45 MONROE STREET<br>HILLSDALE, MI 49242<br>P - 517-437-6412<br>ATTN: BILL BRIGGS<br>bbriggs@hilldalebpu.com                     | <b>PUBLIC WORKS:</b> | CITY OF HILLSDALE<br>149 WATER WORKS AVE<br>HILLSDALE, MI 49242<br>517-437-6491<br>ATTN: JAKE HAMMEL<br>jhammel@cityofhilldale.org     |

THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.



The City of  
**HILLSDALE**  
MICHIGAN  
**BPU**  
Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS | DATE |
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CITY OF HILLSDALE  
HILLSDALE, MI  
ELM CT & ARBOR CT  
WATER & SEWER IMPROVEMENTS

CONSTRUCTION DETAILS

SCALE  
NOT TO SCALE

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

**C8**

Hillsdale Board of Public Utilities  
45 Monroe Street  
Hillsdale, Michigan 49242-0279  
Telephone: 517/437-3387  
Fax: 517/437-3388



Date: March 16, 2021

PROJECT: CITY OF HILLSDALE – Arbor and Elm Court – Water Main and Sewer Line  
Construction

SUBMITTAL DATE: 2:00 pm on March 31, 2021

ADDENDUM NO. 1: Bid Documents for this project are being modified, supplemented, clarified or augmented as follows as part of this addendum. All revisions will hereby be made a part of the proposed Contract Documents.

The following attachments are issued with this addendum.

Drawings: All pages of the drawings with changes noted by clouds and revision numbers.

Specifications: Bid Document Pages 6 to 11, specific changes are noted below.

| MODIFICATION NO. | SUMMARY   |
|------------------|---|
| 1                | <b><u>Bid Document Page 6-7 and Drawing C5:</u></b> Added the following 2 items of new work to the Arbor Court Water Main Construction bids: <ul style="list-style-type: none"><li>• 4" Line Valve Replacement at the intersection of Lumbard Street at Orchard Ridge, east side of Lumbard</li><li>• 6" Line Valve Replacement on Hillcrest Dr. 15' north of River Street.</li></ul> |
| 2                | <b><u>Bid Document Page 7 and removed Drawing C7:</u></b> Removed the Bid Table on Page 7 for "Restoration as a potential contract addition" for Arbor Court Water Main work. This work will no longer be needed on Arbor Court as restorations will occur with the street project following the water main construction.   |
| 3                | <b><u>Bid Document Page 8 and Drawing C2:</u></b> Increased the Sanitary Sewer Structure for Elm Court to a 48" dia. structure instead of the previously noted 24" structure.   |

CONTRACT CLARIFICATIONS:

- 1) Restorations on Elm Court, noted on Page 9 and drawing page C4 as a possible contract addition, are currently expected to be needed in this project area under this contract. All bidders should expect to complete the restoration work and bid the additional work accordingly. A potential more extensive street project may be revisited by the city officials prior to bid award however no decision on this has been made at this time.
- 2) It should be noted that the pavement restorations quantities on Elm Ct. **ONLY** include volumes needed for the trench construction locations and no other areas within Elm Court.
- 3) Due to constructability issues related to the narrow road right-of-way (ROW), bidders should note that trench boxes may be required to minimize the trench width and keep the project limits within the public ROW, for informational purposes only we have attached a ROW drawing for Elm Ct.
- 4) It is understood that water service line work may extend beyond the public ROW and city staff will be executing the proper owner permissions for that specific work.

DROP-OFF INFORMATION:

City Hall is currently open and you can drop bids at the City Clerk's Office on the first floor of City Hall. You may also drop proposals in the drop box at the front entrance of City Hall prior to the proposed due date time of 2:00 PM on March 31, 2021. This box will be emptied at 2:00 PM on the 31<sup>st</sup> by myself or the City Clerk.

Should you wish to witness the public opening you are welcome to wait in the second floor conference room. Masks are required throughout City Hall at all times.



**PROPOSAL:**

All bids will be paid utilizing Unit Prices in accordance with the submitted proposal for each part of the bid.

**Arbor Court – Water Main Construction (Base Bid)**

| <b>ITEM DESCRIPTION</b>                                       | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|---|---------------|-------------|------------------|-------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                       | 1             | LS          |                  |                   |
| Curb & Gutter, Rem  | 45            | LF          |                  |                   |
| HMA Surface, Rem  | 275           | SY          |                  |                   |
| Pav't, Rem  | 15            | SY          |                  |                   |
| Abandon and Remove Existing<br>Valve Box                      | 2             | EA          |                  |                   |
| Abandon and Remove Existing<br>Curb Stop                      | 3             | EA          |                  |                   |
| Disconnect Existing 2" Main                                   | 1             | EA          |                  |                   |
| Water Main, DI, 6 Inch, Tr Det G                              | 230           | LF          |                  |                   |
| Gate Valve and Box, 6"  | 2             | EA          |                  |                   |
| 6"x6"x6" Tee  | 1             | EA          |                  |                   |
| 6" 45 Deg. Bends  | 4             | EA          |                  |                   |
| 6"x2" Reducer   | 1             | EA          |                  |                   |
| Fire Hydrant Assembly   | 1             | EA          |                  |                   |
| Connect to Existing Main                                      | 2             | EA          |                  |                   |
| Water Service with Curb Stop<br>Box (Main to Curb Stop)       | 4             | EA          |                  |                   |
| Lead Service Line Replacement<br>(Curb Stop to 18" into home) | 1             | EA          |                  |                   |

|  |   |    |  |  |
|--|---|----|--|--|
| 4" Line Valve Replacement<br>(at intersection of Lumbard and Orchard Ridge, east side) | 1 | EA |  |  |
| 6" Line Valve Replacement<br>(on Hillcrest Dr. 15' north of River St.)                 | 1 | EA |  |  |
| Traffic Control  | 1 | LS |  |  |
| <b>GRAND TOTAL:</b>  |   |    |  |  |

**Elm Court – Water Main and Sanitary Sewer Construction (Base Bid)**

| <b>ITEM DESCRIPTION</b>                                       | <b>QUANT.</b> | <b>UNIT</b> | <b>UNIT COST</b> | <b>TOTAL COST</b> |
|---|---------------|-------------|------------------|-------------------|
| Mobilization<br>(Max. 5% of Bid Amount)                       | 1             | LS          |                  |                   |
| Sidewalk, Rem   | 60            | SY          |                  |                   |
| HMA Surface, Rem  | 530           | SY          |                  |                   |
| Pav't, Rem  | 20            | SY          |                  |                   |
| Curb & Gutter, Rem  | 275           | LF          |                  |                   |
| Dr Structure, Rem   | 1             | EA          |                  |                   |
| Abandon and Remove<br>Existing Valve Box                      | 1             | EA          |                  |                   |
| Abandon and Remove<br>Existing Curb Stop                      | 4             | EA          |                  |                   |
| Disconnect Existing 2" Main                                   | 1             | EA          |                  |                   |
| Water Main, DI, 6 Inch, Tr Det G                              | 280           | LF          |                  |                   |
| Gate Valve and Box, 6"  | 2             | EA          |                  |                   |
| 6" 45 Deg. Bends  | 6             | EA          |                  |                   |
| Fire Hydrant Assembly   | 1             | EA          |                  |                   |
| Live Tap at Existing 8" Main                                  | 1             | EA          |                  |                   |
| Water Service with Curb Stop<br>Box (Main to Curb Stop)       | 4             | EA          |                  |                   |
| Lead Service Line Replacement<br>(Curb Stop to 18" into home) | 2             | EA          |                  |                   |
| Sanitary Sewer, 8 Inch, Tr Det B                              | 225           | LF          |                  |                   |
| Sanitary Structure, 48 Inch Dia.                              | 2             | EA          |                  |                   |
| Sanitary Sewer Tap, 4 Inch<br>@ Manhole                       | 2             | EA          |                  |                   |
| Sanitary Sewer Tap, 4 Inch<br>@ Main                          | 3             | EA          |                  |                   |

|                              |   |    |  |  |
|------------------------------|---|----|--|--|
| Sanitary Conn to Existing MH | 1 | EA |  |  |
| Traffic Control              | 1 | LS |  |  |
| <b>GRAND TOTAL:</b>          |   |    |  |  |

**Elm Court – Restoration (Contract Addition)**

| ITEM DESCRIPTION             | QUANT. | UNIT | UNIT COST | TOTAL COST |
|------------------------------|--------|------|-----------|------------|
| HMA, 13A (220lbs/SY)         | 65     | TONS |           |            |
| HMA, 36A (220lbs/SY)         | 65     | TONS |           |            |
| Curb & Gutter, Conc, F4      | 300    | LF   |           |            |
| Dr. Structure Cover, Adj     | 4      | EA   |           |            |
| Sidewalk, Conc, 4 Inch       | 275    | SF   |           |            |
| Sidewalk/Drive, Conc, 6 Inch | 165    | SF   |           |            |
| Sidewalk Ramp, 6 Inch        | 50     | SF   |           |            |
| Detectable Warning Surface   | 10     | LF   |           |            |
| Turf Restoration             | 200    | SY   |           |            |
| <b>GRAND TOTAL:</b>          |        |      |           |            |

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the City to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged:

| <u>Addendum No.</u> | <u>Addendum Date</u> |
|---------------------|----------------------|
| _____               | _____                |
| _____               | _____                |
| _____               | _____                |

Certification Regarding Debarment, Suspension and Other Responsibility Matters—  
Primary Covered Transaction

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and all its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or committee; (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification and (d) Have not within a three-year period preceding this application/proposal had one or more public transaction (Federal, State or local) terminated for cause or default.

II. Where the prospective primary participant is unable to certify to any the statements in this certification, such prospective participant shall attach an explanation to this proposal.

SIGNATURE NAME OF PROPOSER \_\_\_\_\_

PRINTED NAME OF PROPOSER \_\_\_\_\_

TITLE \_\_\_\_\_

NAME OF COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_ TELEPHONE \_\_\_\_\_

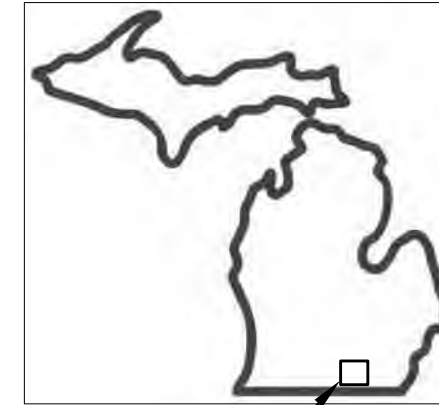
EMAIL \_\_\_\_\_ DATE \_\_\_\_\_





# CITY OF HILLSDALE

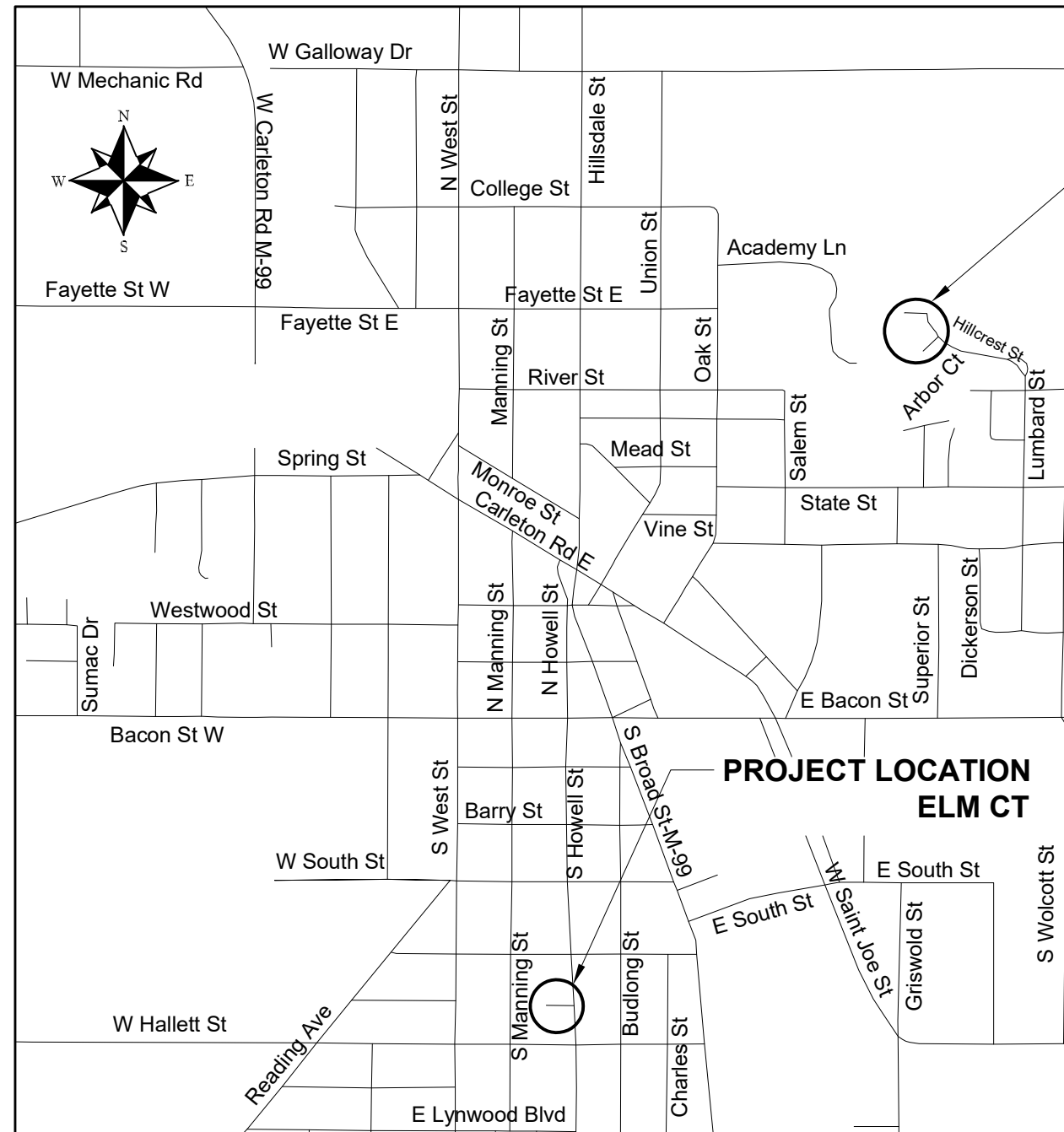
## ELM COURT AND ARBOR COURT WATER MAIN AND SEWER IMPROVEMENTS



SITE LOCATION

PROJECT LOCATION  
ARBOR CT

FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, THE CONTRACTOR SHALL DIAL 1-800-482-7171 OR 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO THE BEGINNING OF EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED.



**AREA MAP**  
NOT TO SCALE

**REFERENCES TO SPECIFICATIONS:**

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROJECT DRAWINGS, NOTES, AND THE APPLICABLE SECTIONS OF THE 2012 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.

ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MOST CURRENT VERSION OF THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES (MMUTCD)



The City of  
**HILLSDALE**  
MICHIGAN  
**BPU**  
Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |

CITY OF HILLSDALE  
HILLSDALE, MI  
ELM CT & ARBOR CT  
WATER & SEWER IMPROVEMENTS

TITLE SHEET

| SHEET NO. | DESCRIPTION                          |
|-----------|--------------------------------------|
| CS        | COVER SHEET                          |
| C1        | ELM CT REMOVAL PLAN                  |
| C2        | ELM CT PLAN AND PROFILE              |
| C3        | ELM CT TRAFFIC CONTROL               |
| C4        | ELM CT POTENTIAL RESTORATIONS        |
| C5        | ARBOR CT REMOVAL PLAN                |
| C6        | ARBOR CT PLAN AND PROFILE            |
| △ C7      | ARBOR CT POTENTIAL RESTORATION MISC. |
| C8        | CONSTRUCTION DETAILS                 |

| SCALE    |      |        |
|----------|------|--------|
|          | NTS  |        |
|          | NAME | DATE   |
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

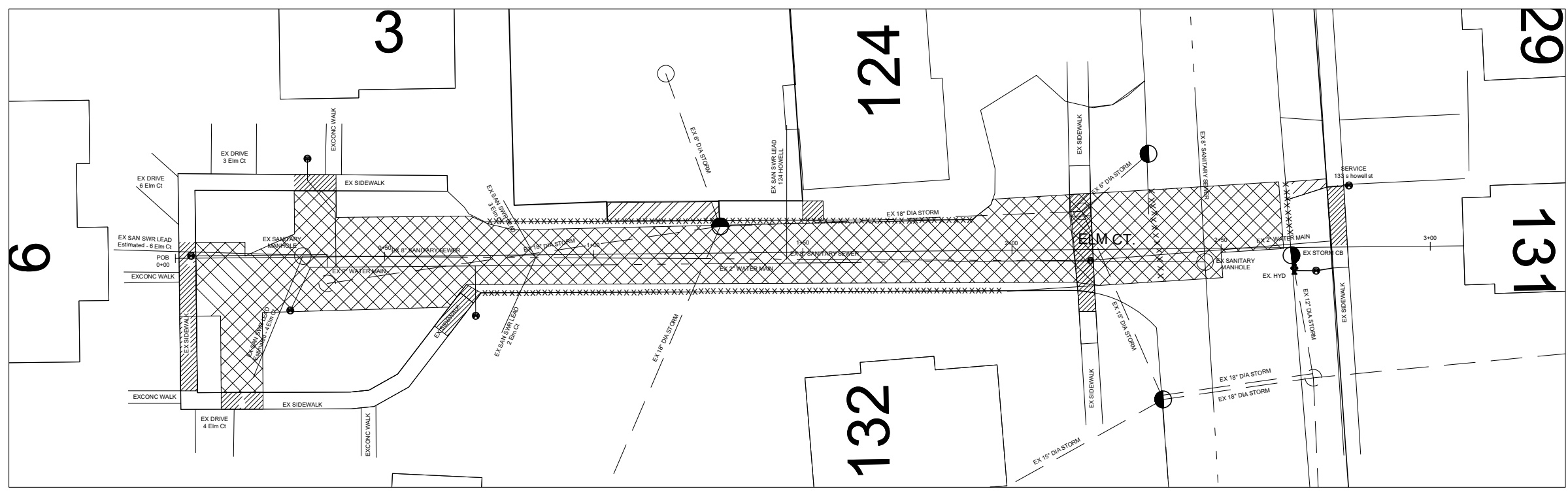
DRAWING NO.  
**CS**





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**BPU**  
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| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |



**CONSTRUCTION NOTES:**

**PLAN ELEVATIONS:** ELEVATIONS SHOWN IN THESE PLANS ARE BASED ON USGS DATUM.

**UNDERGROUND UTILITIES:** FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF THREE WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS & HOLIDAYS PRIOR TO EXCAVATING IN THE VICINITY OF UTILITY LINES. ALL "MISS DIG" PARTICIPATING MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING THE UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.

**EXISTING WATER MAINS AND SEWERS:** THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO PROPERLY IDENTIFIED EXISTING WATER MAINS AND/OR SEWER DURING THE CONSTRUCTION OF THIS PROJECT.

**CONCRETE CURB & GUTTER:** CURB & GUTTER SHALL BE F-4 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. 2-#4 EPOXY COATED DOWELS SHALL BE EPOXY ANCHORED INTO ADJACENT EXISTING CURB, AS APPLICABLE.

**SALVAGE:** THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THE CITY DOES NOT WANT WILL BE BECOME PROPERTY OF THE CONTRACTOR.

**LAWN SPRINKLERS:** OWNERS OF EXISTING LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED, IN WRITING WITH A COPY SENT TO THE CITY ENGINEER, BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK THAT WILL EFFECT THOSE SYSTEMS/LANDSCAPING. IF THE OWNER FAILS TO RELOCATE THE ITEMS PRIOR TO THE BEGINNING OF WORK AND THE SYSTEM IS CUT THE CONTRACTOR SHALL CAP THE SYSTEM PIPE AND WITNESS THE LOCATION WITH A STAKE. SALVAGED SPRINKLER HEADS SHALL BE PLACE ON THE OWNERS PROPERTY. ANY LANDSCAPING ITEMS NOT MOVED SHALL BE CAREFULLY SALVAGED AND PLACED ON THE OWNERS PROPERTY.

**NOTICE TO RESIDENTS:** THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING OR UTILITY SERVICE.

**MAINTAINING TRAFFIC:** CONTRACTOR SHALL MAINTAIN ACCESS TO LOCAL RESIDENTS AND EMERGENCY VEHICLES DURING CONSTRUCTION. IT IS UNDERSTOOD THAT THERE MAY BE TIMES WITH SEVERLY LIMITED ACCESS. THE CONTRACTOR SHALL LEAVE THE SITE AT THE END OF THE WORK DAY SUCH THAT RESIDENTS CAN ACCESS THEIR DRIVEWAYS.

**REMOVAL LEGEND**

- HMA, REM
- PAVT, REM
- SIDEWALK, REM
- CURB & GUTTER, REM

| PROJECT QUANTITIES - ELM CT |      |  |
|-----------------------------|------|--|
| QUANTITY                    | UNIT | DESCRIPTION  |
| 60                          | SY   | SIDEWALK, REM  |
| 530                         | SY   | HMA SURFACE, REM   |
| 20                          | SY   | PAVT, REM  |
| 275                         | LF   | CURB & GUTTER, REM   |
| 1                           | EA   | DR STRUCTURE, REM  |
| 1                           | EA   | ABANDON & REMOVE EXISTING VALVE BOX                            |
| 4                           | EA   | ABANDON & REMOVE EXISTING CURB STOP                            |
| 1                           | EA   | DISCONNECT EXISTING 2" MAIN                                    |
| 280                         | LF   | WATER MAIN, DI, 6 INCH, TR DET G                               |
| 2                           | EA   | GATE VALVE & BOX, 6"   |
| 6                           | EA   | 6" 45 DEG. BENDS   |
| 1                           | EA   | FIRE HYDRANT ASSEMBLY  |
| 1                           | EA   | LIVE TAP AT EXISTING 8" MAIN                                   |
| 4                           | EA   | WATER SERVICES, CURB STOP & BOX (MAIN TO CURB STOP)            |
| 2                           | EA   | LEAD SERVICE LINE REPLACEMENT (CURB STOP TO 18" INTO THE HOME) |
| 225                         | LF   | SANITARY SEWER, 8 INCH, TR DET B                               |
| 2                           | EA   | SANITARY STRUCTURE, 48 INCH DIA.                               |
| 2                           | EA   | SANITARY SEWER TAP, 4 INCH @ MH                                |
| 3                           | EA   | SANITARY SEWER TAP, 4 INCH @ MAIN                              |
| 1                           | EA   | SANITARY CONN TO EXISTING MH                                   |
| 1                           | LS   | TRAFFIC CONTROL  |

1

1

NOTE: TRENCH WIDTHS SHALL BE MINIMIZED FOR RESTORATION PURPOSES. TRENCH BOXES MAY BE REQUIRED.

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.

CITY OF HILLSDALE  
 HILLSDALE, MI  
 ELM COURT  
 WATER & SEWER IMPROVEMENTS  
 REMOVALS AND NOTES

|          |      |        |
|----------|------|--------|
| SCALE    |      |        |
| 1" = 30' |      |        |
|          | NAME | DATE   |
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C1**



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**BPU**  
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 45 MONROE ST.  
 HILLSDALE, MI 49242

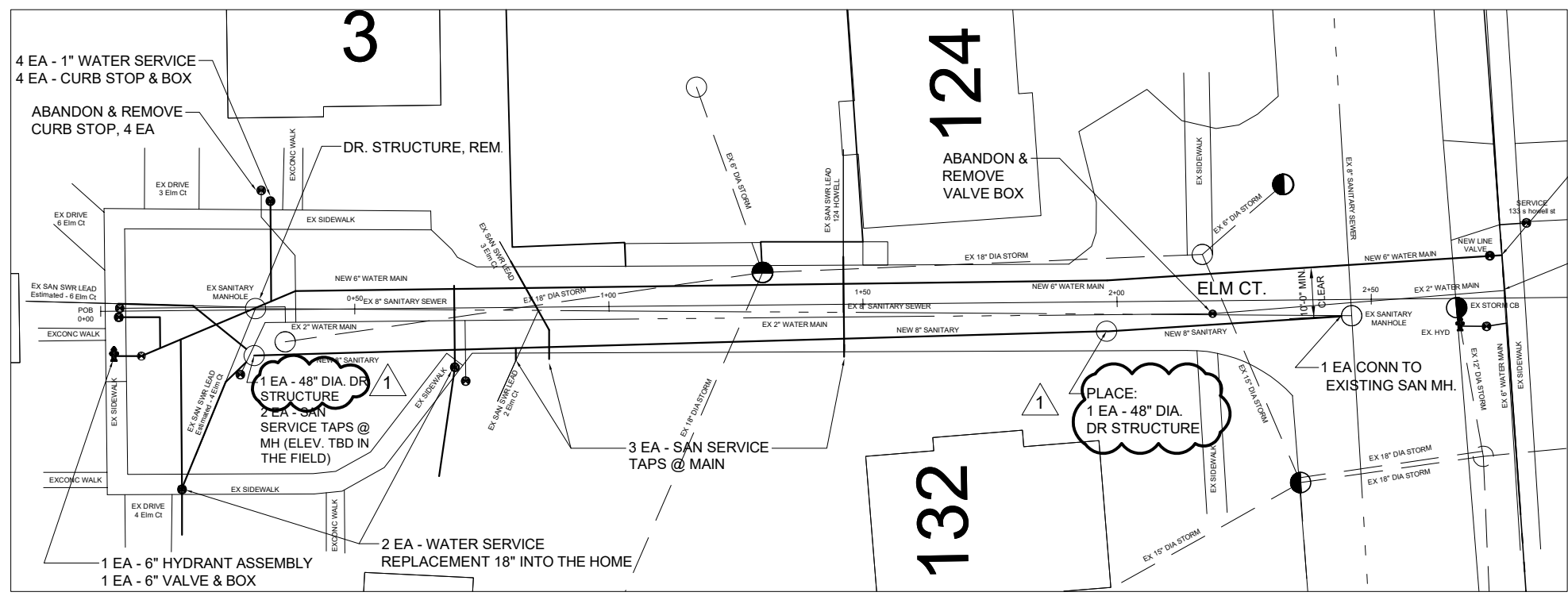
| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |

CITY OF HILLSDALE  
 HILLSDALE, MI  
 ELM COURT  
 WATER & SEWER IMPROVEMENTS  
 PLAN AND PROFILE

SCALE:  
 VERT: 1" = 5' HORIZ: 1" = 30'

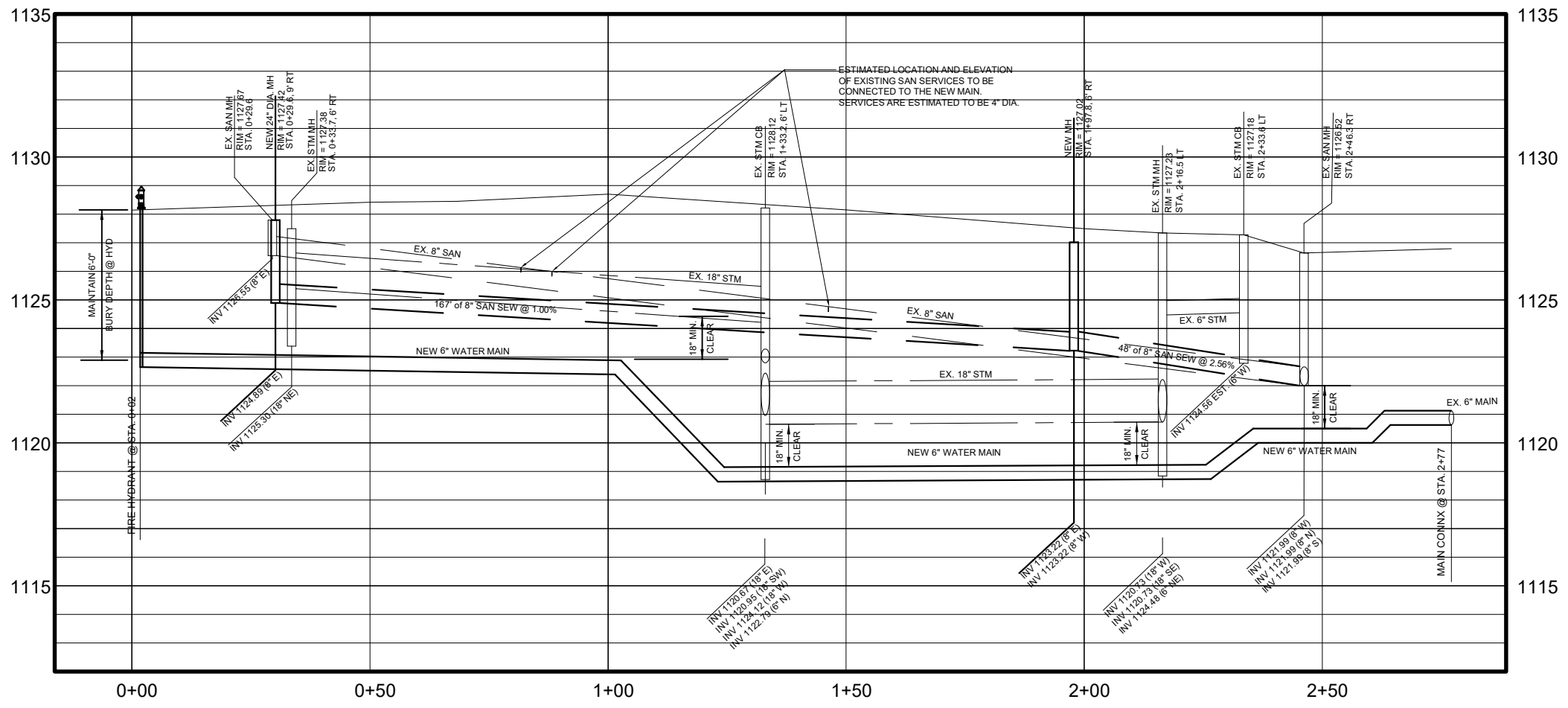
|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C2**

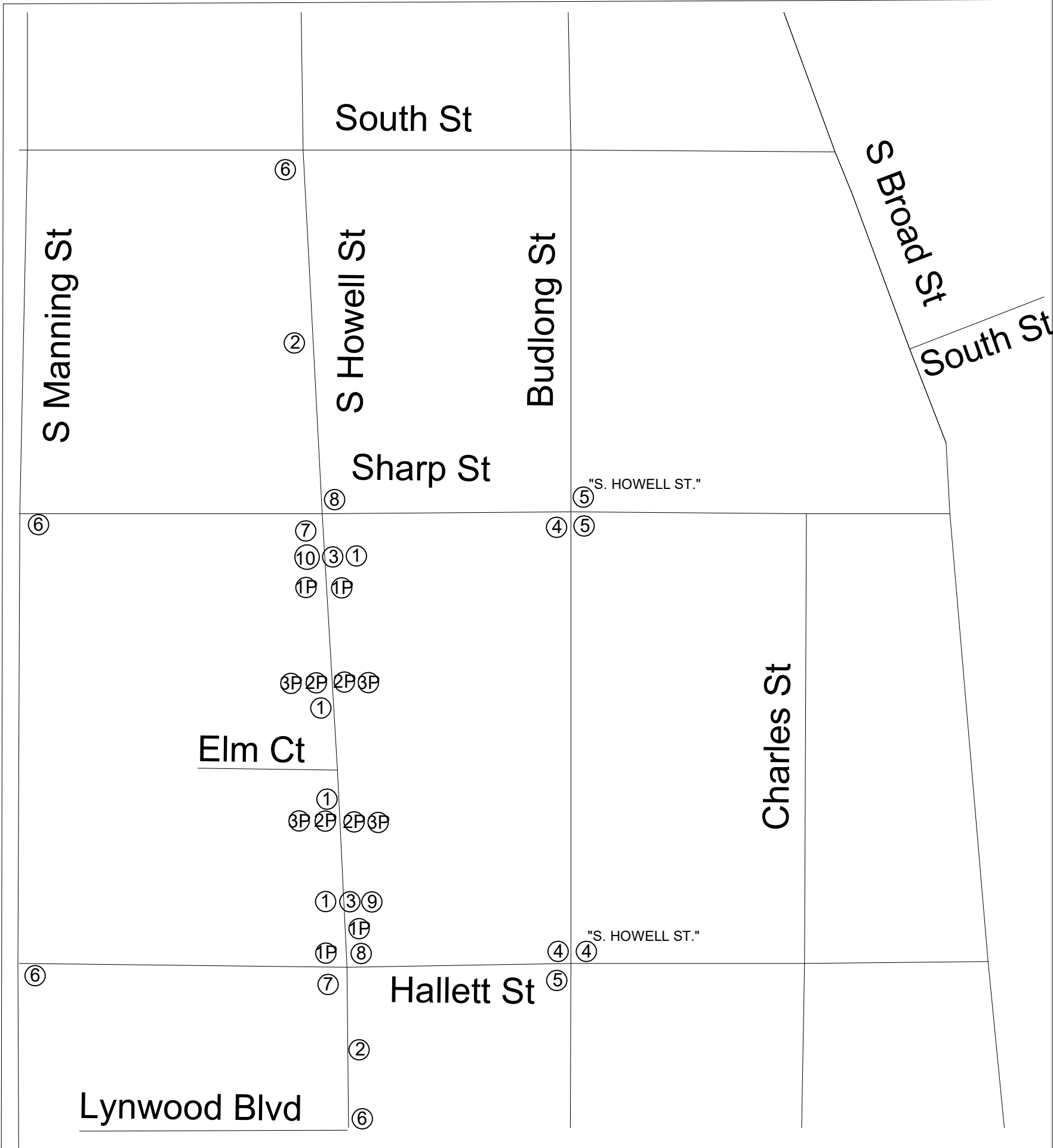


PLACE:  
 1 EA - 6"x6"x6" TEE  
 1 EA - 6" VALVE & BOX  
 1 EA - CONNECT TO EX. W.M.

DISCONNECT EX W.M.



REFER TO C8 FOR TYPICAL  
 CONSTRUCTION DETAILS.



**TRAFFIC CONTROL KEY**

| KEY | CODE   | SIGN                              | *QTY |
|-----|--------|-----------------------------------|------|
| ①   |        | TYPE III BARRICADE HIGH INTENSITY | 4    |
| ②   | W20-3  | STREET CLOSED AHEAD               | 2    |
| ③   | R11-4  | STREET CLOSED TO THRU TRAFFIC     | 2    |
| ④   | M4-9R  | DETOUR ARROW RIGHT                | 3    |
| ⑤   | M4-9C  | DETOUR ARROW LEFT                 | 3    |
| ⑥   | W20-2  | DETOUR AHEAD                      | 4    |
| ⑦   | M4-9S  | DETOUR STRAIGHT                   | 2    |
| ⑧   | M4-8A  | DETOUR ENDS                       | 2    |
| ⑨   | M4-10R | DETOUR ARROW RIGHT                | 1    |
| ⑩   | M4-10L | DETOUR ARROW LEFT                 | 1    |

**PEDESTRIAN KEY**

| KEY | CODE  | SIGN NAME                   | *QTY |
|-----|-------|-----------------------------|------|
| ①P  | R9-11 | SIDEWALK CLOSED AHEAD       | 4    |
| ②P  | R9-9  | SIDEWALK CLOSED             | 4    |
| ③P  |       | PEDESTRIAN BARRICADE PANELS | 4    |

\* QUANTITIES ARE MINIMUM REQUIRED. CONTRACTOR MAY INCREASE AS NEEDED FOR THEIR CONSTRUCTION PLANS. LIGHTED BARRELS AND/OR GRABBER CONES WILL BE NEEDED FOR FLAG CONTROL ZONES AND OVER NIGHT ONE LANE SECTIONS.

**PROJECT NOTES**

- ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2012 STANDARD SPECIFICATION FOR CONSTRUCTION.
- ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

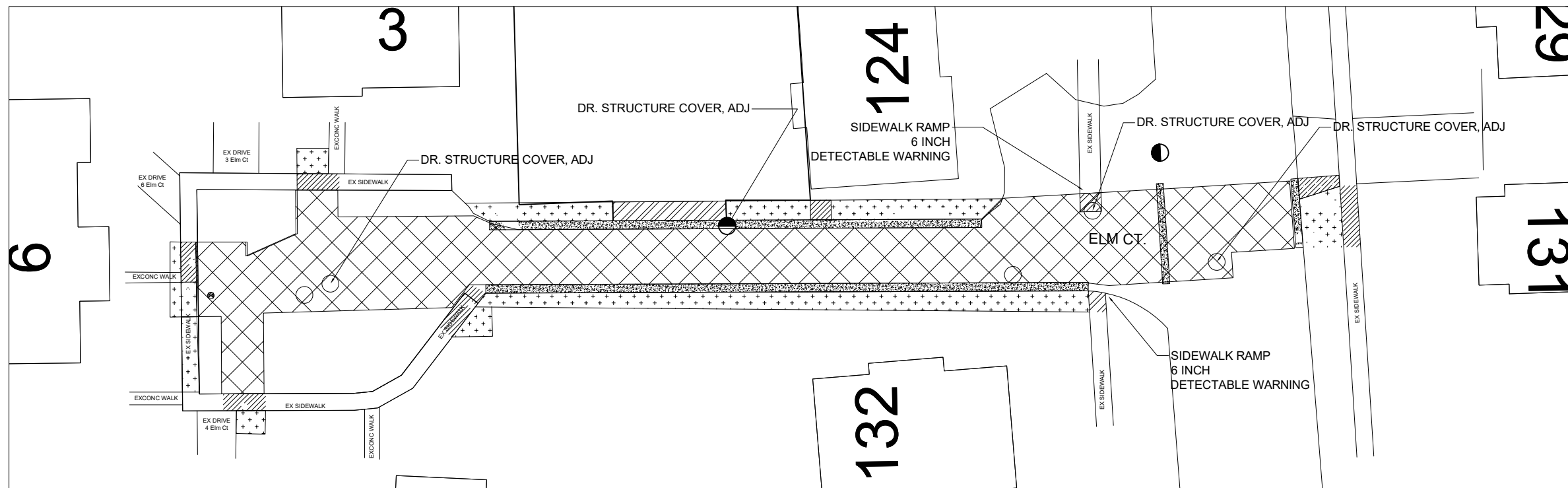
REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**ELM COURT**  
**WATER & SEWER IMPROVEMENTS**  
**ELM COURT TRAFFIC CONTROL**

|               |      |        |
|---------------|------|--------|
| SCALE:<br>NTS |      |        |
|               | NAME | DATE   |
| DESIGNED      | KLB  | 3/5/21 |
| DRAWN         | KLB  | 3/5/21 |
| CHECKED       | ELH  | 3/5/21 |

DRAWING NO.  
**C3**



**ADJUSTMENT OF DRAINAGE STRUCTURES:** IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB OR WITHIN THE STREET. ADJUSTMENT OF CASTINGS ON NEW STRUCTURE. ADJUSTMENT OF CASTING ON NEW STRUCTURES IS INCLUDED IN PAYMENT FOR THE STRUCTURE. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT.

**LANDSCAPE RESTORATION:** AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, SEEDED AND MULCHED PER THE SPECIFICATION REQUIREMENTS FOR TURF ESTABLISHMENT.

**RESTORATION LEGEND**

-  HMA PAVEMENT
-  4" SIDEWALK
-  6" SIDEWALK/ DRIVE
-  CURB & GUTTER - F4
-  TURF RESTORATION

**RESTORATION QUANTITIES - ELM CT**

| QUANTITY | UNIT | DESCRIPTION                  |
|----------|------|------------------------------|
| 65       | TONS | HMA, 13A (220LBS/SY)         |
| 65       | TONS | HMA, 36A (220LBS/SY)         |
| 300      | LF   | CURB & GUTTER, CONC, F4      |
| 4        | EA   | DR. STRUCTURE COVER, ADJ.    |
| 275      | SF   | SIDEWALK, CONC, 4 INCH       |
| 165      | SF   | SIDEWALK/DRIVE, CONC, 6 INCH |
| 50       | SF   | SIDEWALK RAMP, 6 INCH        |
| 10       | LF   | DETECTABLE WARNING SURFACE   |
| 200      | SY   | TURF RESTORATION             |

1

NOTE: HMA RESTORATION SHOULD BE LIMITED, IN THIS BID, TO THE TRENCH AREAS.

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



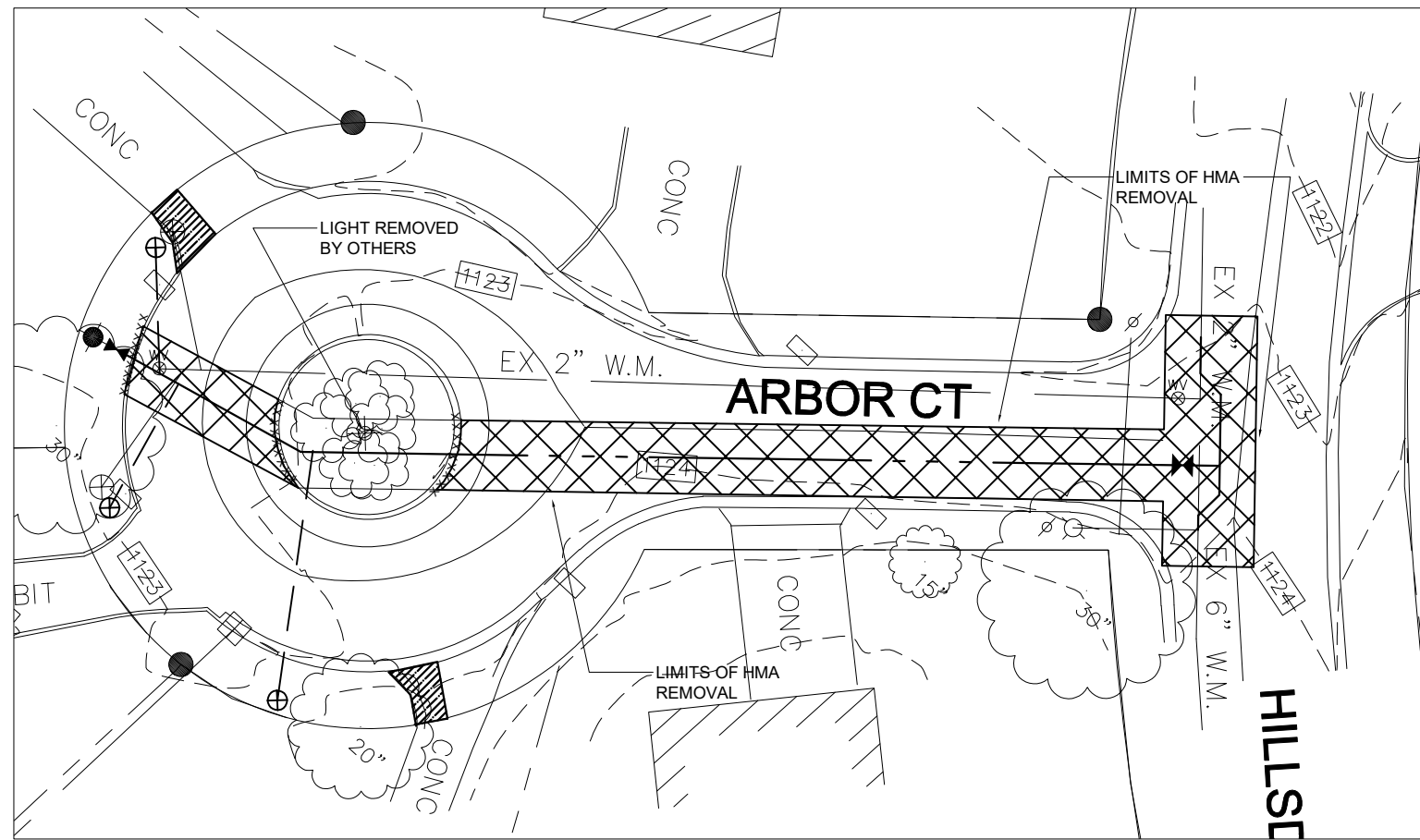
The City of  
**HILLSDALE**  
MICHIGAN  
**BPU**  
Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |


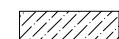
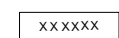
CITY OF HILLSDALE  
 HILLSDALE, MI  
 ELM COURT  
 WATER & SEWER IMPROVEMENTS  
 POTENTIAL RESTORATION ADDITION  
 TO CONTRACT

| SCALE    |      |        |
|----------|------|--------|
| 1" = 30' |      |        |
|          | NAME | DATE   |
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.  
**C4**



**REMOVAL LEGEND**

-  HMA, REM
-  PAVT, REM
-  CURB & GUTTER, REM

**PROJECT QUANTITIES - ARBOR CT**

| QUANTITY | UNIT | DESCRIPTION  |
|----------|------|--|
| 45       | LF   | CURB & GUTTER, REM   |
| 275      | SY   | HMA SURFACE, REM   |
| 15       | SY   | PAVT, REM  |
| 2        | EA   | ABANDON& REMOVE EXISTING VALVE BOX   |
| 3        | EA   | ABANDON& REMOVE EXISTING CURB STOP   |
| 1        | EA   | DISCONNECT EXISTING 2" MAIN  |
| 230      | LF   | WATER MAIN, DI, 6 INCH, TR DET G   |
| 2        | EA   | GATE VALVE & BOX, 6"   |
| 1        | EA   | 6"X6"X6" TEE   |
| 4        | EA   | 6" 45 DEG. BENDS   |
| 1        | EA   | 6"X2" REDUCER  |
| 1        | EA   | FIRE HYDRANT ASSEMBLY  |
| 2        | EA   | CONNECT TO EXISTING MAIN   |
| 4        | EA   | WATER SERVICE WITH CURB STOP BOX (MAIN TO CURB STOP)   |
| 1        | EA   | LEAD SERVICE LINE REPLACEMENT (CURB STOP TO 18" INTO HOME)   |
| 1        | LS   | TRAFFIC CONTROL  |
| 1        | EA   | 4" LINE VALVE REPLACEMENT (AT LUMBARD STREET AND ORCHARD RIDGE INTERSECTION, EAST SIDE OF LUMBARD) |
| 1        | EA   | 6" LINE VALVE REPLACEMENT (ON HILLCREST DR. 15' NORTH OF RIVER STREET)                             |

1

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



The City of  
**HILLSDALE**  
MICHIGAN  
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Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |

CITY OF HILLSDALE  
HILLSDALE, MI  
ARBOR COURT  
WATER IMPROVEMENTS

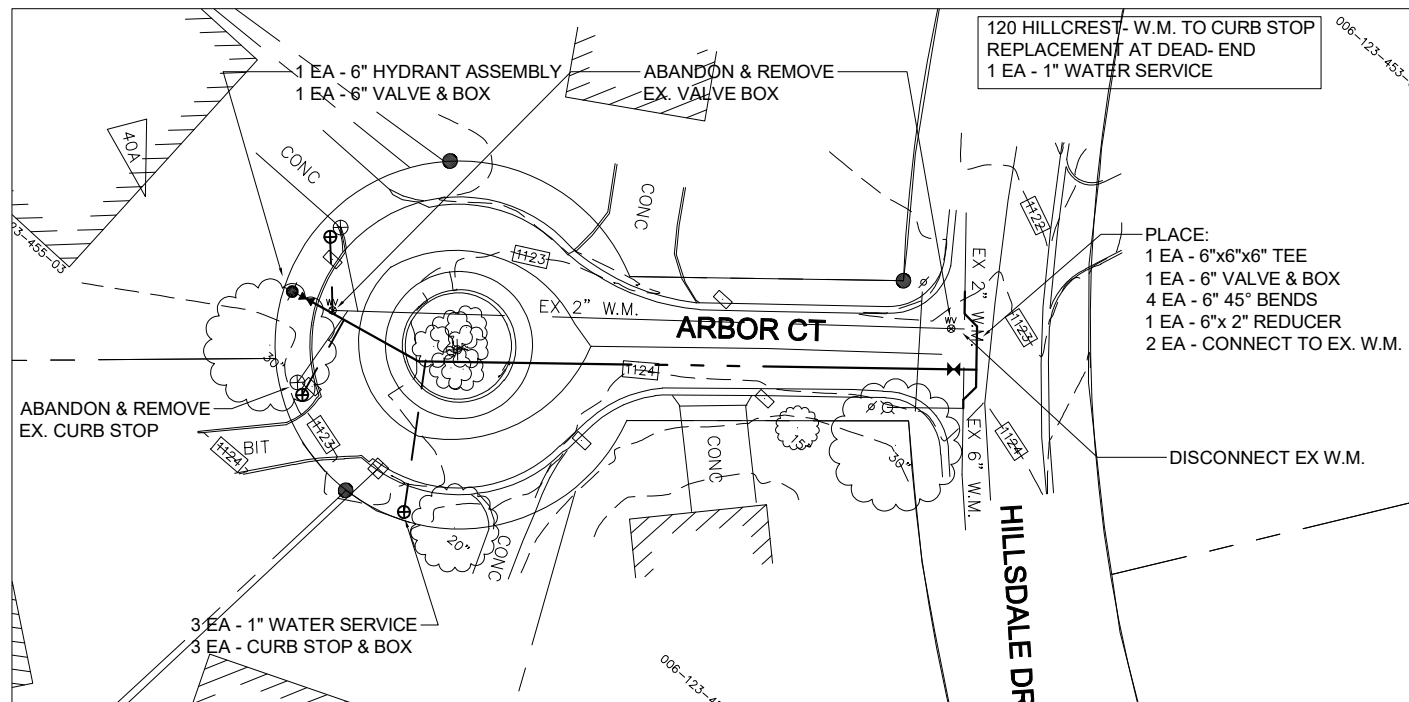
REMOVALS

SCALE:  
VERT: 1" = 5' HORIZ: 1" = 30'

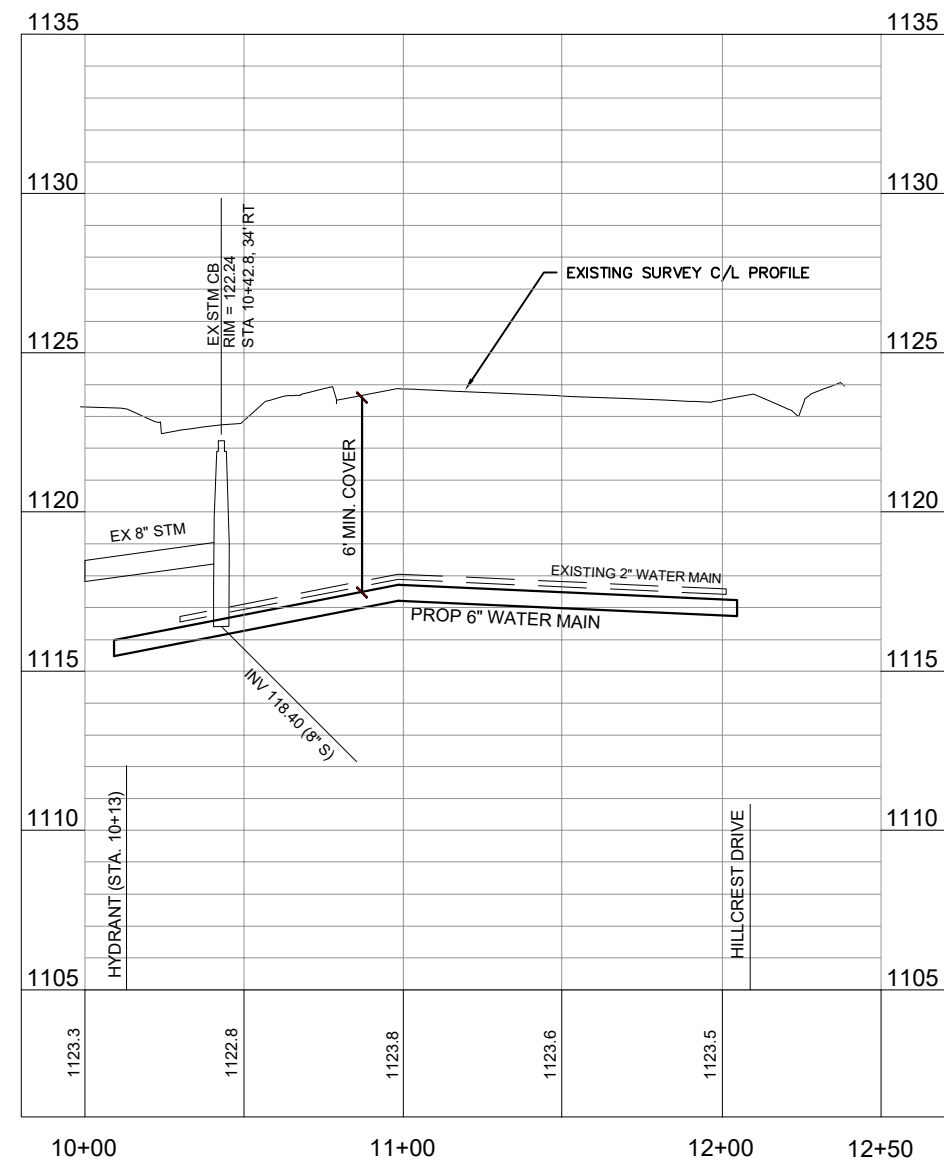
|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

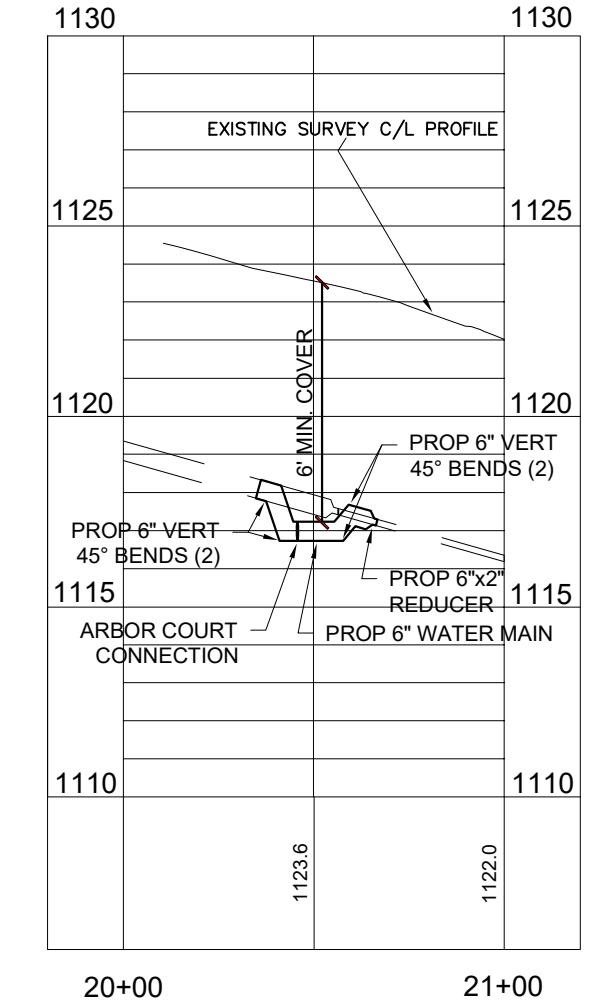
**C5**



**Arbor Ct PROFILE**



**Hillcrest Drive PROFILE**



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



The City of  
**HILLSDALE**  
MICHIGAN  
**BPU**  
Board of Public Utilities  
45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |

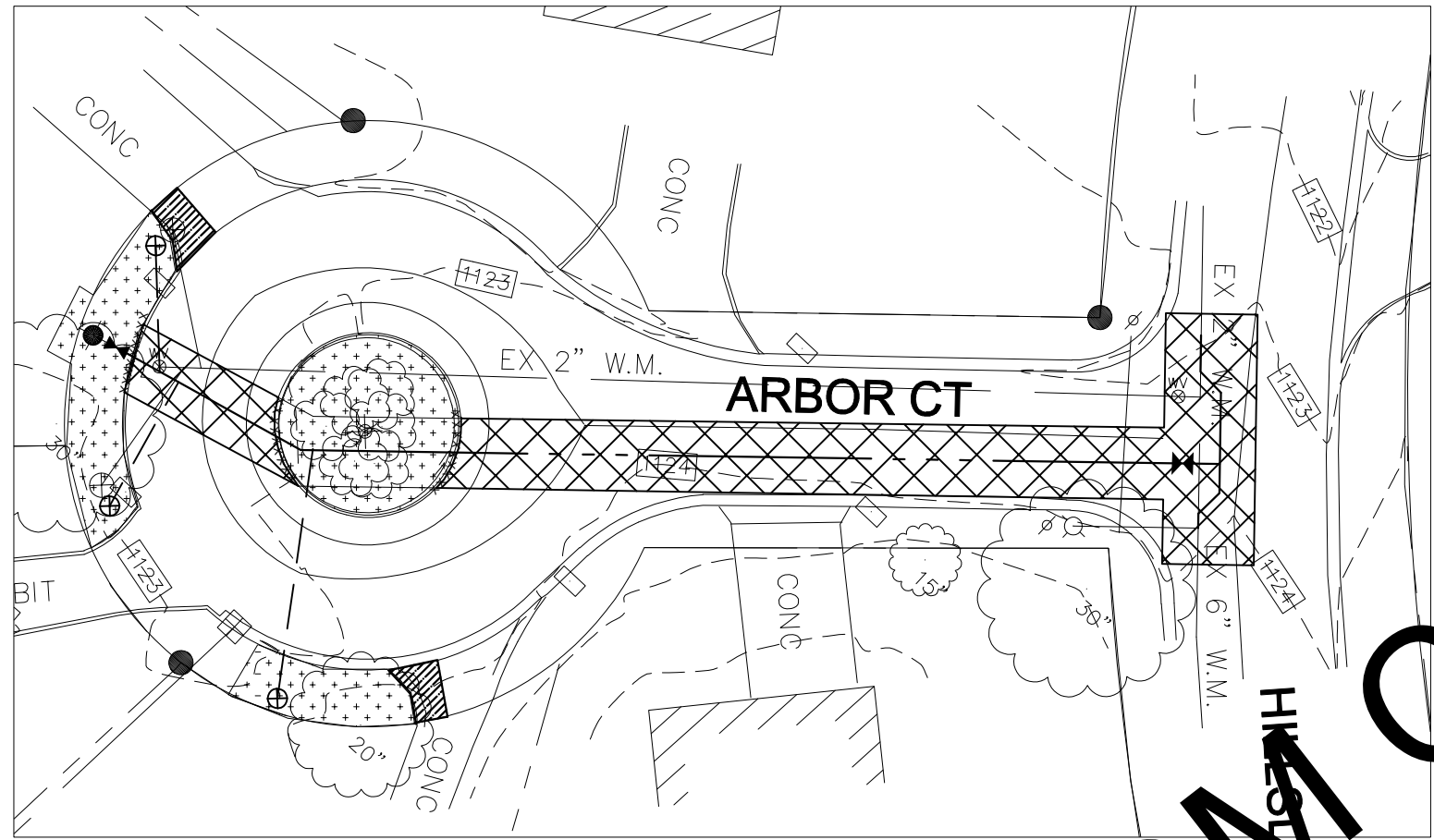
CITY OF HILLSDALE  
HILLSDALE, MI  
ARBOR COURT  
WATER IMPROVEMENTS  
PLAN AND PROFILE

SCALE:  
VERT: 1" = 5' HORIZ: 1" = 50'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

DRAWING NO.

**C6**



**RESTORATION LEGEND**

|  |                    |
|--|--------------------|
|  | HMA PAVEMENT       |
|  | 6" SIDEWALK/ DRIVE |
|  | CURB & GUTTER - F4 |
|  | TURF RESTORATION   |

**RESTORATION QUANTITIES - ARBOR CT**

| QUANTITY | UNIT | DESCRIPTION                   |
|----------|------|-------------------------------|
| 35       | TONS | HMA, 13A (220LBS/SY)          |
| 35       | TONS | HMA, 36A (220LBS/SY)          |
| 45       | LF   | CURB & GUTTER, CONC, F4       |
| 135      | SF   | SIDEWALK/ DRIVE, CONC, 6 INCH |
| 200      | SY   | TURF RESTORATION              |

REMOVED FROM CONTRACT

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



The City of  
**HILLSDALE**  
 MICHIGAN  
**BPU**  
 Board of Public Utilities  
 45 MONROE ST.  
 HILLSDALE, MI 49242

| REVISIONS     | DATE    |
|---------------|---------|
| △ ADDENDUM #1 | 3/16/21 |

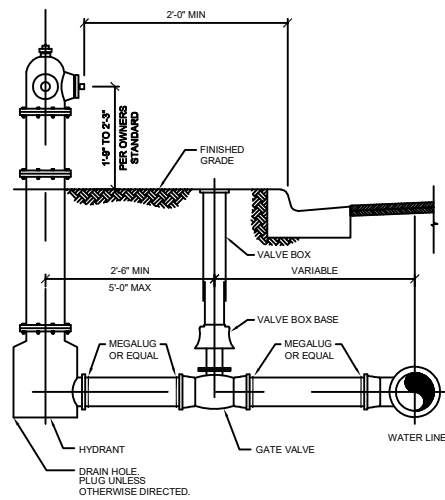
CITY OF HILLSDALE  
 HILLSDALE, MI  
 ARBOR COURT  
 WATER IMPROVEMENTS

POTENTIAL RESTORATION  
 ADDITION TO CONTRACT

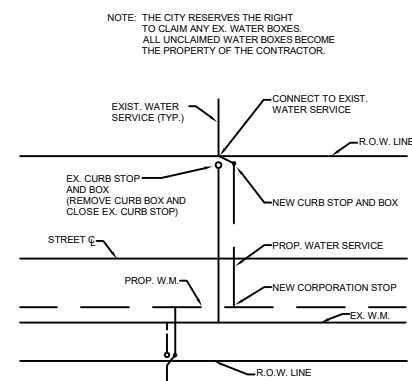
SCALE:  
 VERT: 1" = 5' HORIZ: 1" = 30'

|          | NAME | DATE   |
|----------|------|--------|
| DESIGNED | KLB  | 3/5/21 |
| DRAWN    | KLB  | 3/5/21 |
| CHECKED  | ELH  | 3/5/21 |

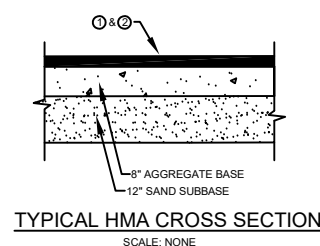
DRAWING NO.  
 △ **C7**



**HYDRANT ASSEMBLY**  
NOT TO SCALE

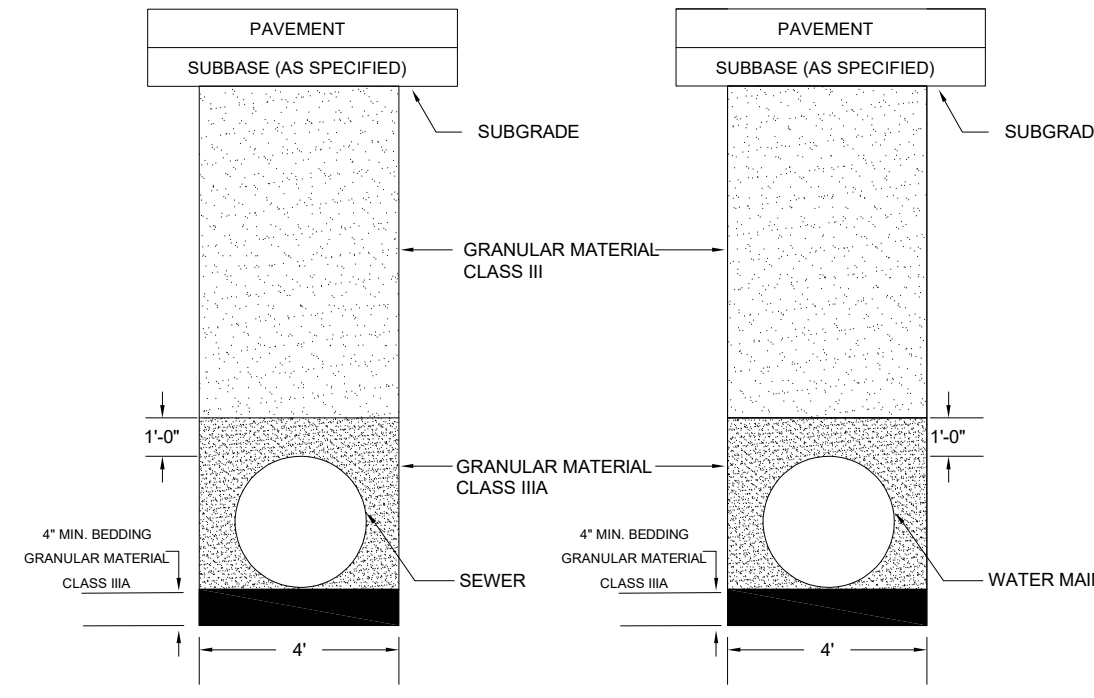
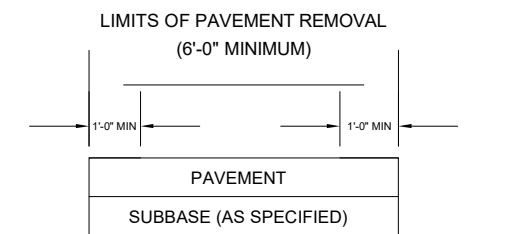


**WATER SERVICE CONNECTION DETAIL**  
NOT TO SCALE

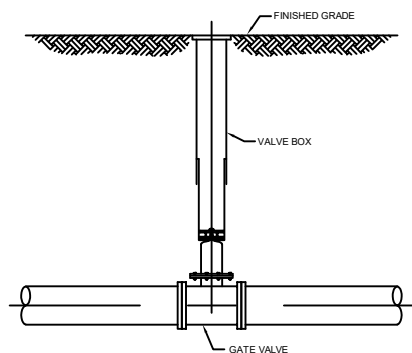


| HMA APPLICATION TABLE |         |          |             |              |     |         |
|-----------------------|---------|----------|-------------|--------------|-----|---------|
| COURSE                | TYPE    | ITEM     | EST. YIELD  | BINDER GRADE | AWI | REMARKS |
| ①                     | BASE    | HMA, 13A | 220 LBS/SYD | PG 58-28     | -   |         |
| ②                     | SURFACE | HMA, 36A | 220 LBS/SYD | PG 58-28     | 220 |         |

NOTE: BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.



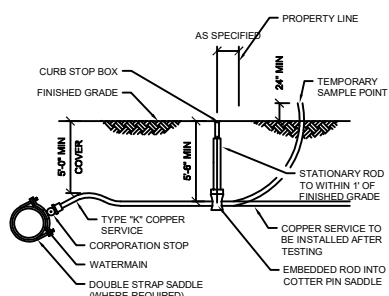
**SEWER UNDER INFLUENCE OF ROADBED**      **WATER MAIN UNDER INFLUENCE OF ROADBED**  
NOT TO SCALE



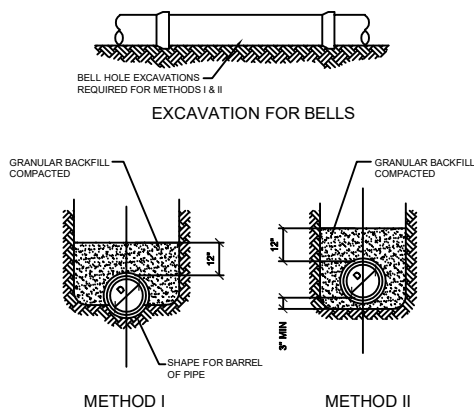
**GATE VALVE DETAIL**  
NOT TO SCALE



**TYPICAL F-4 CURB DETAIL**  
NOT TO SCALE



**COPPER SERVICE LEAD CONNECTION/SAMPLE POINT**  
NOT TO SCALE



**METHODS OF BEDDING PRESSURE PIPE**  
NOT TO SCALE

**PUBLIC UTILITIES:** THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

- GAS:** MICHIGAN GAS UTILITY, 70 SAUK RIVER DRIVE, COLDWATER, MI 49036, P - 517-781-0511, ATTN: DONALD SEEKMAN, donald.seekman@michiganagasutilities.com
- ELECTRIC:** CITY OF HILLSDALE BPU, 45 MONROE STREET, HILLSDALE, MI 49242, P - 517-437-6417, ATTN: CHAD CULBERT, cculbert@hillsdalebpu.com
- CABLE TELEVISION:** COMCAST, 16718 US 12, CEMENT CITY, MI 49233, P - 517-252-5238, ATTN: JIM NEWBY, jim\_newby@cable.comcast.com
- TELEPHONE:** AT&T, 1041 HURST ROAD, JACKSON, MI 49201, P - 517-750-0660, ATTN: KAREN TRUDGEN, karen.m.trudgen@att.com
- WATER/SEWER:** CITY OF HILLSDALE BPU, 45 MONROE STREET, HILLSDALE, MI 49242, P - 517-437-6412, ATTN: BILL BRIGGS, bbriggs@hillsdalebpu.com
- PUBLIC WORKS:** CITY OF HILLSDALE, 149 WATER WORKS AVE, HILLSDALE, MI 49242, 517-437-6491, ATTN: JAKE HAMMEL, jhammel@cityofhillsdale.org

THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.



45 MONROE ST.  
HILLSDALE, MI 49242

| REVISIONS | DATE |
|-----------|------|
|           |      |
|           |      |
|           |      |

**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**ELM CT & ARBOR CT**  
**WATER & SEWER IMPROVEMENTS**  
**CONSTRUCTION DETAILS**

| SCALE        |      |        |
|--------------|------|--------|
| NOT TO SCALE |      |        |
|              | NAME | DATE   |
| DESIGNED     | KLB  | 3/5/21 |
| DRAWN        | KLB  | 3/5/21 |
| CHECKED      | ELH  | 3/5/21 |

DRAWING NO.  
**C8**





# CITY OF HILLSDALE

97 NORTH BROAD STREET  
HILLSDALE, MICHIGAN 49242-1695  
(517) 437-6441 FAX: (517) 437-6448  
cityofhillsdale.org

What Board/Commission would you like to serve? BPW

Name: Jeremiah Jason Hodshire

Address: 1520 LAMPHERE HILLSDALE MI 49242  
Street City Zip

Phone: Home 517-437-2582 Work 517-437-5141

E-Mail jhodshire@hillsdalehospital.com

Residency is required for most Boards & Commissions.  
Are you a resident of City of Hillsdale? Yes \_\_\_\_\_ No X If so, for how long? \_\_\_\_\_

Occupation: (if retired, former occupation) HOSPITAL PRESIDENT CEO

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other \_\_\_\_\_

Brief Educational Background:  
BA in Political Economy from Hillsdale College, MA in Business  
IN ORG DEVELOPMENT + LEADERSHIP FROM CONCORDIA ANN ARBOR

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):  
HILLSDALE COUNTY COMMUNITY FOUNDATION BOARD SECRETARY  
MICHIGAN WIVES SOUTHEAST BOARD MEMBER  
HILLSDALE COUNTY ECONOMIC DEVELOPMENT  
I PREVIOUSLY SERVED ON CITY OF HILLSDALE ECONOMIC DEVELOPMENT

On what other volunteer boards/committees have you served?  
NUMEROUS CHURCH ACTIVITIES & COMMITTEES


Describe any previous activities related to government: SERVED IN COUNTY OF HILLSDALE GOVERNMENT FOR 14 YEARS, FIRST IN CIRCUIT COURT AND THEN AT THE SHERIFFS OFFICE. I AM INVOLVED IN SEVERAL POLITICAL CAMPAIGNS WORKING CLOSELY WITH CONGRESSMAN TIM WELBORN & OTHER LEADERSHIP IN STATE & FED GOVERNMENT.

Please explain why you would be interested in serving on the council or committee: WHILE I SERVE ON SEVERAL LOCAL & STATE BOARDS / COMMITTEES I WOULD LIKE THE OPPORTUNITY TO SERVE IN MY BACKYARD AND SUPPORT THE HARD WORK OF OUR BPU TEAM & BUSINESS.

Please explain your understanding of the City of Hillsdale: COUNTY SEAT, PROGRESSIVE IN DOWNTOWN DEVELOPMENT & BUSINESS DEVELOPMENT, TOP NOTCH CITY MANAGER WHO IS DEDICATED TO IMPROVING OUR ECONOMY AND OUR GROWTH INDUSTRY. PUBLIC TRANSPORTATION, PARKS COMMITTEE AND OTHER SERVICES ARE / HAVE BEEN VITAL.

Additional comments: HILLSDALE HOSPITAL IS A LARGE CONTRIBUTOR OF EMPLOYMENT FROM BPU & MY HOME IS ALSO COVERED BY BPU SERVICES.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

  
Applicant Signature

3/21/2021  
Date



**DRINKING WATER ASSET MANAGEMENT GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND GRANTEE NAME**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Finance Division ("State"), and **Name of Grantee** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to Public Act 57 of 2019. This Agreement is subject to the terms and conditions specified herein.

Project Name: \_\_\_\_\_  
 Amount of grant: \$ \_\_\_\_\_  
 Amount of match: None required  
 Start Date (date executed by EGLE): \_\_\_\_\_  
 [unless alternate date specified]

Project #: \_\_\_\_\_  
 State Funding: 100% of grant  
 PROJECT TOTAL: \$ \_\_\_\_\_  
 End Date: \_\_\_\_\_

**GRANTEE CONTACT:**

**STATE'S CONTACT:**

\_\_\_\_\_  
Name/Title  
 \_\_\_\_\_  
Organization  
 \_\_\_\_\_  
Address  
 \_\_\_\_\_  
Address  
 \_\_\_\_\_  
Telephone number  
 \_\_\_\_\_  
Fax number  
 \_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Name/Title  
 \_\_\_\_\_  
Division/Bureau/Office  
 \_\_\_\_\_  
Address  
 \_\_\_\_\_  
Address  
 \_\_\_\_\_  
Telephone number  
 \_\_\_\_\_  
Fax number  
 \_\_\_\_\_  
E-mail address

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

\_\_\_\_\_  
Signature  
 \_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

**FOR THE STATE:**

\_\_\_\_\_  
Signature  
 \_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

**I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

**II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

**III. CHANGES**

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

**IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be submitted via the Financial Status Report Form as provided by EGLE, and due according to the following:

| <b>Reporting Period</b> | <b>Due Date</b>    |
|-------------------------|--------------------|
| Jan 1 – Jan 31          | Feb 28             |
| Feb 1 – Feb 28          | Mar 31             |
| Mar 1 – Mar 31          | April 30           |
| April 1 – April 30      | May 31             |
| May 1 – May 31          | June 30            |
| June 1 – June 30        | July 31            |
| July 1 – July 31        | Aug 31             |
| Aug 1 – Aug 31          | Sept 30            |
| Sept 1 – Sept 30        | Before October 15* |
| Oct 1 – Oct 31          | Nov 30             |
| Nov 1 – Nov 30          | Dec 31             |
| Dec 1 – Dec 31          | Jan 31             |

\*Due to the State’s year-end closing procedures, there will be an accelerated due date for the report covering September 1 – September 30. Advance notification regarding the due date for the period

ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the month ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the End Date of the Agreement.

## **V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

## **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

## **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

## **VIII. SUBCONTRACTS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

## **IX. NON-DISCRIMINATION**

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

## **X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or

in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

#### **XIV. DEBARMENT AND SUSPENSION**

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

#### **XV. AUDIT AND ACCESS TO RECORDS**

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of five years after the final payment has been issued to the Grantee by the State.

#### **XVI. INSURANCE**

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

## **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

## **XVIII. COMPENSATION**

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.



## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
- c. Convicted under State or federal antitrust statutes; or
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

## **XXIII. DISCLOSURE OF INFORMATION**

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

## APPENDIX A

**Project Overview:** *[to be filled in by EGLE grant administrator]*

*May include:*

- *The broad project scope stating the purpose of the grant or loan.*
- *The project description, which is a more detailed description of the type of work to be done with the grant or loan money.*
- *Work plan with specific tasks and products expected*
- *Timetable/schedule*
- *Budget*
- *Any other program-specific requirements*

**EGLE approved estimated project costs include:** *[to be filled in by EGLE grant administrator]*

| <b>Task</b>                   | <b>Budget</b> |
|-------------------------------|---------------|
|                               |               |
|                               |               |
|                               |               |
| <b>Eligible Cost Subtotal</b> |               |

*[If applicable, add other specific eligibility as related to the project – EGLE grant administrator]*

*[If applicable: The following services have been determined to be ineligible for Grant assistance, for the reasons listed, and have been excluded from the approved project costs shown above:]*

### **Grant Administration and Close Out:**

As mentioned previously, in Section IV, GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS, the Grantee must complete and submit financial and progress reports and must include supporting documentation of eligible project expenses. Reports shall include the Financial Status Report Form with supporting cost documentation (i.e. vendor invoices), a report including a brief description of work completed during the reporting period, and any delays occurred or anticipated. Reports shall be due within 30 days of the end of each monthly reporting period. If applicant chooses not to submit reimbursement requests monthly, the EGLE project manager must be notified that no submission will be completed for the month.

The Grantee must provide a final project report, which shall include a summary of work completed utilizing grant funds, including any significant lessons learned and anticipated needs going forward as a result of the project. The Grantee shall submit the final status report, including the Financial Status Report Form with all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the End Date of the Agreement.

Grant information including grantee name, grant award amount, and a project summary will be shared with the legislature and posted on EGLE's website.

# Hillsdale BPU Water Distribution / Wastewater Collections / WWTP

Bill Briggs, Superintendent

Water License: D2,S1 #15686

Wastewater License: B,C,D #18359

## Incident Report

March 2021

### Significant Events Wastewater Collections

Possible back up on West, customer issue.

Repaired sewer lateral at 135 E. South St.

Jet and camera Hillsdale St.

### Significant Events Wastewater Treatment

No permit limit exceedences

### Significant Events Water Distribution

Water main break on Park.

Shut off water at old Jonesville products. Frozen/broken.

Replace leaking service line on W St Joe

### After Hour Call Outs:

Turn water off for customer with broken water lines.

Possible backup, on customer.

### AMI Meter Exchange

5 residential meters changed

Changed 21- 1.5" registers

Changed 2 -2" registers

1 - 1" meter changed



## Wastewater Department Operations Report

| 2020/2021                 | Jul      | Aug      | Sep      | Oct      | Nov      | Dec      | Jan      | Feb      | Mar      | Apr | May | Jun | YTD      | %          | 2019/2020 |
|---------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----|-----|-----|----------|------------|-----------|
| Treated (Gal)             | 38935000 | 34325000 | 33626000 | 32414000 | 32451000 | 37040000 | 38506000 | 34470000 | 39440000 |     |     |     | 35689667 | AVG        | 38727250  |
| Max. Treated (gal/day)    | 1671000  | 1307000  | 1584000  | 1189000  | 1372000  | 1342000  | 1358000  | 1349000  | 1431000  |     |     |     | 1671000  | MAX        | 2780000   |
| Avg. Treated (gal/day)    | 1256000  | 1107000  | 1121000  | 1046000  | 1082000  | 1195000  | 1242000  | 1231000  | 1272000  |     |     |     | 1172444  | AVG        | 1274250   |
| Precipitation (in)        | 2.84     | 3.37     | 3.61     | 2.85     | 2.87     | 1.45     | 2.19     | 1.32     | 2.67     |     |     |     | 23.17    | TOTAL      | 44.93     |
| Raw SS (mg/l)             | 167      | 173      | 188      | 195      | 197      | 158      | 206      | 177      | 165      |     |     |     | 181      | AVG        | 129       |
| Final SS (mg/l)           | 2.6      | 5.1      | 1.8      | 1.3      | 1.9      | 1.9      | 1.7      | 1.9      | 2.4      |     |     |     | 2.3      | AVG        | 1.4       |
| Permit SS (mg/l)          | 20       | 20       | 20       | 20       | 20       | 30       | 30       | 30       | 30       | 30  | 20  | 20  |          | MO. AVG    |           |
| % Removal                 | 98       | 97       | 99       | 99       | 99       | 99       | 99       | 99       | 99       |     |     |     | 99       | AVG        | 99        |
| Raw CBOD (mg/l)           | 155.3    | 210.5    | 164.5    | 142.7    | 133.1    | 109.9    | 107      | 133.4    | 123.7    |     |     |     | 142      | AVG        | 109       |
| Final CBOD (mg/l)         | 1.98     | 1.32     | 1.35     | 1.22     | 1.59     | 2.27     | 1.95     | 2.28     | 2.95     |     |     |     | 1.9      | AVG        | 1.5       |
| Permit CBOD (mg/l)        | 4        | 4        | 4        | 4        | 4        | 15       | 15       | 15       | 15       | 18  | 4   | 4   |          | MO. AVG    |           |
| % Removal                 | 99       | 99       | 99       | 99       | 99       | 98       | 98       | 98       | 98       |     |     |     | 99       | AVG        | 99        |
| Raw Phosphorus (mg/l)     | 2.9      | 3.2      | 3.3      | 4.2      | 4.3      | 3.3      | 3.4      | 4.3      | 3.7      |     |     |     | 3.6      | AVG        | 4.1       |
| Final Phosphorus (mg/l)   | 0.7      | 0.8      | 0.7      | 0.6      | 0.5      | 0.4      | 0.6      | 0.5      | 0.57     |     |     |     | 0.60     | AVG        | 0.63      |
| Permit Phosphorus (mg/l)  | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1   | 1   | 1   |          | MO. AVG    |           |
| % Removal                 | 76       | 75       | 79       | 86       | 88       | 88       | 82       | 88       | 85       |     |     |     | 83       | AVG        | 84        |
| Raw Ammonia (mg/l)        | 13.6     | 18       | 19.5     | 21       | 20.9     | 15.5     | 15.8     | 20.2     | 19.7     |     |     |     | 18.2     | AVG        | 20.4      |
| Final Ammonia (mg/l)      | 0.1      | 0.1      | 0.03     | 0.01     | 0.04     | 0.2      | 0.02     | 0.03     | 0.11     |     |     |     | 0.1      | AVG        | 0.3       |
| Permit Ammonia (mg/l)     | 0.5      | 0.5      | 0.5      | 0.5      | 0.5      | 8.6      | 8.6      | 8.6      | 8.6      | 9.1 | 0.5 | 0.5 |          | MO. AVG    |           |
| % Removal                 | 99       | 99       | 100      | 100      | 100      | 99       | 100      | 100      | 99       |     |     |     | 100      | AVG        | 99        |
| Final Mercury (ng/l)      | 0.97     | 0.61     | 0.57     | 0.72     | <0.50    | <0.50    | <0.50    | <0.50    | 0.61     |     |     |     | 0.70     | 12 Mo. AVG | 0.78      |
| Permit Mercury (ng/l)     | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2   | 2   | 2   |          | 12 Mo. AVG |           |
| Sludge - Digest (gal)     | 28311    | 25425    | 36421    | 37835    | 28857    | 26979    | 38569    | 48494    | 33902    |     |     |     | 304793   | AVG        | 1012831   |
| Sludge - Land (gal)       | 0        | 0        | 0        | 577500   | 0        | 0        | 0        | 0        | 0        |     |     |     | 577500   | TOTAL      | 1851000   |
| Sludge - Dry Tons         | 0        | 0        | 0        | 80.4     | 0        | 0        | 0        | 0        | 0        |     |     |     | 80.4     | TOTAL      | 184.9     |
| Ferrous Chlor. (gal/Mgal) | 34.9     | 39.3     | 55.3     | 60.6     | 58.1     | 31.4     | 23.7     | 41.9     | 39.2     |     |     |     | 42.7     | AVG        | 48.4      |
| CL2 (lb/Mgal)             | 15.4     | 15.9     | 15.5     | 19       | 16.8     | 10.7     | 9.1      | 9.4      | 13.7     |     |     |     | 13.9     | AVG        | 16.8      |
| SO2 (lb/Mgal)             | 5.2      | 5.8      | 6.1      | 6.5      | 6.8      | 5.2      | 4.3      | 4.2      | 4.5      |     |     |     | 5.4      | AVG        | 5.0       |

# City of Hillsdale Electric Utility Report

## March

4/1/2021  
HILLSDALE BOARD OF PUBLIC UTILITIES  
Electric Foreman  
Chad Culbert / Eric Sheffer



## Operations Report for March 2021

- Crews finished all underground projects that had been stalled due to weather.
- Completed more of the make ready for the voltage upgrade on the south end of town.
- Crews replaced several poles on feeder 11 NE of town. This section of line has been in service since 1970.
- Right of way clearing was conducted on feeders 11 and 12



## Incident Report for March 2021

- March saw a total of seven outages that affected a total of 28 customers.
- Of the 7 outages 3 were caused by squirrels, 3 were caused by broken porcelain cutouts and 1 outage was due to a tree falling over.

## Production Report for March 2021

- Repaired water leaks on engine #5 and filled with new lube oil
- Crystal Clean removed all used oil for recycling
- Safety Kleen removed all mercury switches and other contaminated items from the plant
- Star Crane inspected all overhead cranes and made necessary repairs
- Line crew assisted plant personnel in replacing main water valves and installing new manifold

## Upcoming Field Projects

- 600ft line extension in Pittsford
- Continue with make ready for voltage upgrade.
- Run primary 3 phase line underneath M 99 at the credit union to upgrade the transformer.
- Work on extending line on North M 99 from Wicker Works towards Heffernan's



## Production & Operating Report

### March

| Unit         | Total KW        | On Gas          | Test Hours | Fuel Consumption |            | Eng Hrs    |
|--------------|-----------------|-----------------|------------|------------------|------------|------------|
|              |                 |                 |            | Gas (MCF)        | Oil(Gals)  |            |
| 5            | 23768.88        | 22879.63        | 4.5        | 194              | 173        | 4.5        |
| 6            | 0               | 0               | 0          | 0                | 0          | 0          |
| Stand By     |                 |                 | 2.5        |                  | 14         | 2          |
| Boiler       |                 |                 |            | 280.8            |            |            |
| <b>Total</b> | <b>23768.88</b> | <b>22879.63</b> | <b>4.5</b> | <b>474.8</b>     | <b>173</b> | <b>4.5</b> |

### Year-to-Date Totals, January 1st thru December 31st

| Unit         | Total KW         | On Gas           | Test Hours | Fuel Consumption |             | Eng Hrs      |
|--------------|------------------|------------------|------------|------------------|-------------|--------------|
|              |                  |                  |            | Gas (MCF)        | Oil(Gals)   |              |
| 5            | 46591.88         | 44640.28         | 8.8        | 374              | 451         | 4.3          |
| 6            | 609529.5         | 608344.76        | 4.2        | 5067             | 6119        | 106          |
| Stand By     |                  |                  | 2          |                  | 28          | 2            |
| Boiler       |                  |                  |            | 1037             |             |              |
| <b>Total</b> | <b>656121.38</b> | <b>652985.04</b> | <b>13</b>  | <b>6478</b>      | <b>6570</b> | <b>110.3</b> |

### Measurement

Fuel Tank Level March 2021

2.640 **17,032.22** Gallons

### Gas Usage this Month%

**Unit 5** 41%  
**Unit6** 0%  
**Boiler** 59%

### Fuel Usage this Month%

**Unit 5** 100%  
**Unit6** 0%



## March 2021 Safety Department Update

Performed Trench & Excavation safety training for all operators at BPU and DPS. Instituted a new updated checklist that must be completed before any trench/excavation is allowed to start. This safety training was a main emphasis from MIOSHA as it is the #1 cause of work related deaths in the United States. Made sure everyone understands how dangerous this work task is and that you may go for many years without any problems but you may not get a second chance if a collapse happens. Safety first!

Performed on site safety inspections at work sites, special attention given to Tailboard meetings and making sure they are completed on all job sites.

Arranged for all BPU and DPS, (and anyone else interested) to become AED/CPR/First Aid Certified. This was especially important as we issued the two new AED's to the DPS, Water/Waste water depts. These were 4 of the AED's that we purchase using MIWISH, where the State will cover 50% of the purchase for these items. The fifth one is being installed at the 45 Monroe Street warehouse lunch room.

Continued work on the Electric Dept. "Service Restoration Plan" to bring it up to date with plans to conduct table top scenario's and work practices to insure we can continue to serve our customers.

**MEMBERS PEAK DEMAND  
(THIS MONTH VS THIS MONTH LAST YEAR)**

| Year        | Month    | <u>CLINTON</u> |          | <u>COLDWATER</u> |          | <u>HILLSDALE</u> |          | <u>MARSHALL</u> |          | <u>UNION CITY</u> |          | <u>MEMBER TOTAL</u> |          | <u>MEMBER COINCIDENT</u> |          |
|-------------|----------|----------------|----------|------------------|----------|------------------|----------|-----------------|----------|-------------------|----------|---------------------|----------|--------------------------|----------|
|             |          | Demand (KW)    | Chg. (%) | Demand (KW)      | Chg. (%) | Demand (KW)      | Chg. (%) | Demand (KW)     | Chg. (%) | Demand (KW)       | Chg. (%) | Demand (KW)         | Chg. (%) | Demand (KW)              | Chg. (%) |
| <u>2019</u> | JULY     | 5,726          | -4.5     | 73,493           | -0.3     | 27,610           | 3.7      | 22,263          | 2.9      | 4,089             | -0.8     | 133,181             | 0.8      | 131,663                  | 0.5      |
|             | AUG.     | 5,124          | -7.7     | 71,308           | -5.4     | 25,216           | -8.3     | 21,518          | -8.3     | 3,612             | -10.5    | 126,778             | -6.7     | 125,765                  | -6.8     |
|             | SEPT.    | 4,803          | -18.2    | 91,162           | 14.8     | 26,112           | -5.9     | 22,051          | -6.8     | 3,428             | -3.5     | 147,556             | 5.2      | 128,162                  | -4.4     |
|             | OCT.     | 4,355          | -3.4     | 96,712           | 5.8      | 23,104           | 5.4      | 19,467          | 2.5      | 2,583             | -2.8     | 146,222             | 4.8      | 134,042                  | 0.9      |
|             | NOV.     | 3,523          | -0.4     | 97,518           | -3.2     | 18,922           | 4.3      | 16,112          | -2.4     | 2,717             | -2.7     | 138,792             | -2.1     | 138,063                  | -2.0     |
|             | DEC.     | 3,804          | 4.3      | 99,789           | -2.0     | 19,258           | 2.5      | 16,912          | 1.1      | 2,884             | -2.9     | 142,646             | -0.9     | 141,585                  | -0.7     |
| <u>2020</u> | JAN.     | 3,681          | -7.8     | 96,958           | -5.4     | 18,862           | -9.6     | 16,924          | -2.5     | 2,703             | -14.1    | 139,129             | -5.9     | 137,023                  | -5.8     |
|             | FEB.     | 3,728          | -1.9     | 97,691           | -3.9     | 18,617           | -4.9     | 16,173          | -3.4     | 2,507             | -5.2     | 138,716             | -4.0     | 137,487                  | -4.5     |
|             | MAR.     | 3,494          | -4.9     | 95,981           | -5.1     | 17,575           | -8.7     | 15,763          | -6.9     | 2,294             | -15.4    | 135,107             | -6.0     | 134,067                  | -6.4     |
|             | APR.     | 3,382          | 2.0      | 75,483           | -21.5    | 13,744           | -20.5    | 12,308          | -19.5    | 2,166             | 2.7      | 107,084             | -20.2    | 105,668                  | -20.1    |
|             | MAY      | 4,707          | 31.5     | 64,073           | -11.1    | 21,422           | 12.5     | 18,837          | 16.6     | 2,833             | 41.4     | 111,872             | -0.9     | 111,488                  | 3.4      |
|             | JUNE     | 5,337          | 7.8      | 70,793           | 2.3      | 24,956           | 3.0      | 22,893          | 15.0     | 3,685             | 20.3     | 127,664             | 5.2      | 125,985                  | 5.5      |
|             | YTD PEAK | 5,726          | -4.5     | 99,789           | -2.6     | 27,610           | -0.5     | 22,893          | -3.2     | 4,089             | -0.8     | 147,556             | -0.2     | 141,585                  | -2.7     |
| <u>2020</u> | JULY     | 5,831          | 1.8      | 71,460           | -2.8     | 27,701           | 0.3      | 24,532          | 10.2     | 4,685             | 14.6     | 134,208             | 0.8      | 132,832                  | 0.9      |
|             | AUG.     | 5,936          | 15.9     | 76,395           | 7.1      | 27,961           | 10.9     | 24,875          | 15.6     | 4,312             | 19.4     | 139,478             | 10.0     | 138,867                  | 10.4     |
|             | SEPT.    | 4,554          | -5.2     | 70,551           | -22.6    | 23,152           | -11.3    | 20,755          | -5.9     | 2,636             | -23.1    | 121,648             | -17.6    | 121,541                  | -5.2     |
|             | OCT.     | 3,367          | -22.7    | 74,811           | -22.6    | 17,418           | -24.6    | 16,356          | -16.0    | 2,452             | -5.1     | 114,404             | -21.8    | 112,765                  | -15.9    |
|             | NOV.     | 3,506          | -0.5     | 76,683           | -21.4    | 17,503           | -7.5     | 16,718          | 3.8      | 2,610             | -4.0     | 117,019             | -15.7    | 114,933                  | -16.8    |
|             | DEC.     | 3,681          | -3.2     | 83,428           | -16.4    | 18,445           | -4.2     | 16,771          | -0.8     | 2,757             | -4.4     | 125,082             | -12.3    | 123,569                  | -12.7    |
| <u>2021</u> | JAN.     | 3,871          | 5.2      | 85,413           | -11.9    | 18,907           | 0.2      | 17,147          | 1.3      | 2,724             | 0.8      | 128,063             | -8.0     | 126,782                  | -7.5     |
|             | FEB.     | 3,930          | 5.4      | 85,116           | -12.9    | 19,489           | 4.7      | 17,979          | 11.2     | 2,835             | 13.1     | 129,349             | -6.8     | 127,876                  | -7.0     |
|             | MAR.     | 0              | NA       | 0                | NA       | 0                | NA       | 0               | NA       | 0                 | NA       | 0                   | NA       | 0                        | NA       |
|             | APR.     | 0              | NA       | 0                | NA       | 0                | NA       | 0               | NA       | 0                 | NA       | 0                   | NA       | 0                        | NA       |
|             | MAY      | 0              | NA       | 0                | NA       | 0                | NA       | 0               | NA       | 0                 | NA       | 0                   | NA       | 0                        | NA       |
|             | JUNE     | 0              | NA       | 0                | NA       | 0                | NA       | 0               | NA       | 0                 | NA       | 0                   | NA       | 0                        | NA       |
|             | YTD PEAK | 5,936          | 3.7      | 85,413           | -14.4    | 27,961           | 1.3      | 24,875          | 8.7      | 4,685             | 14.6     | 139,478             | -5.5     | 138,867                  | -1.9     |

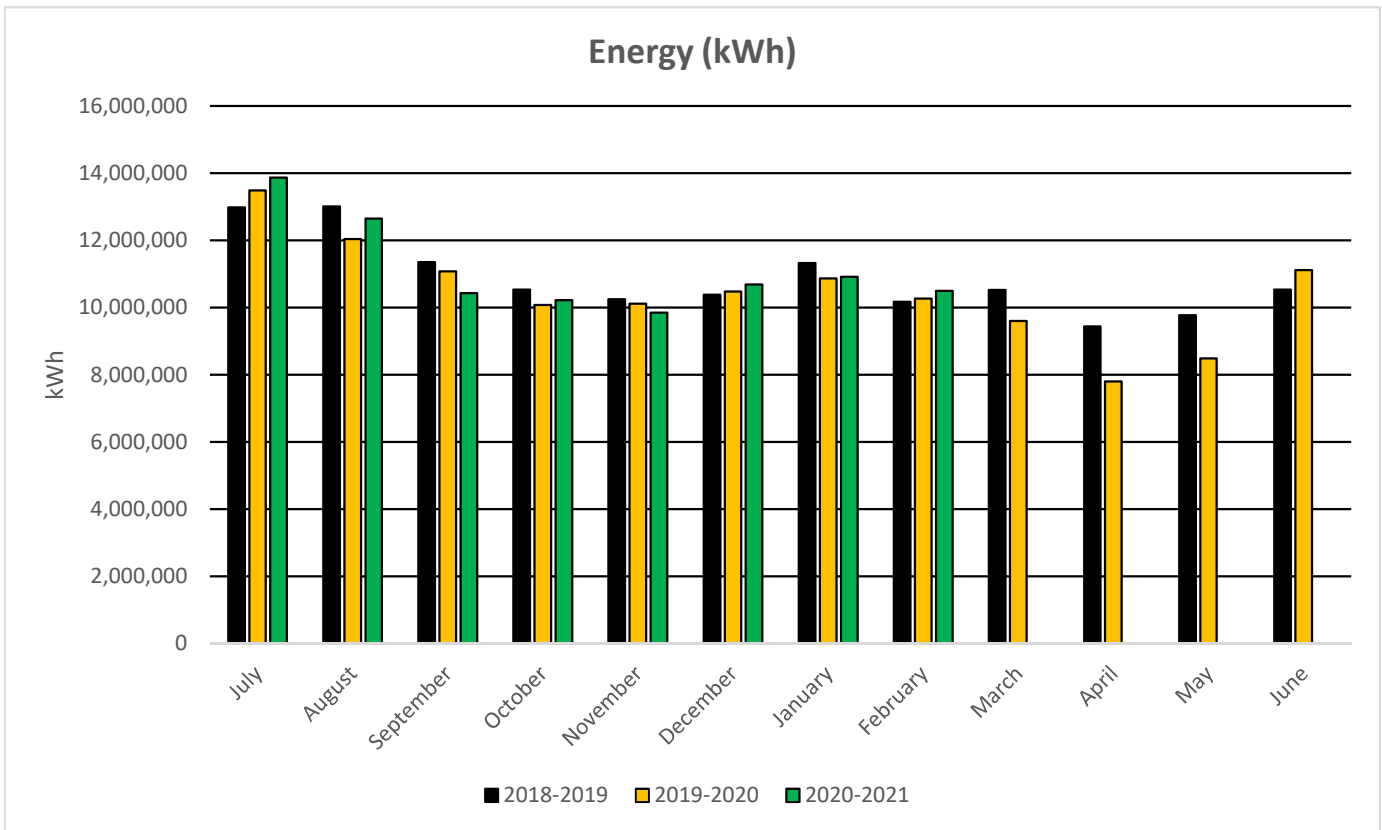
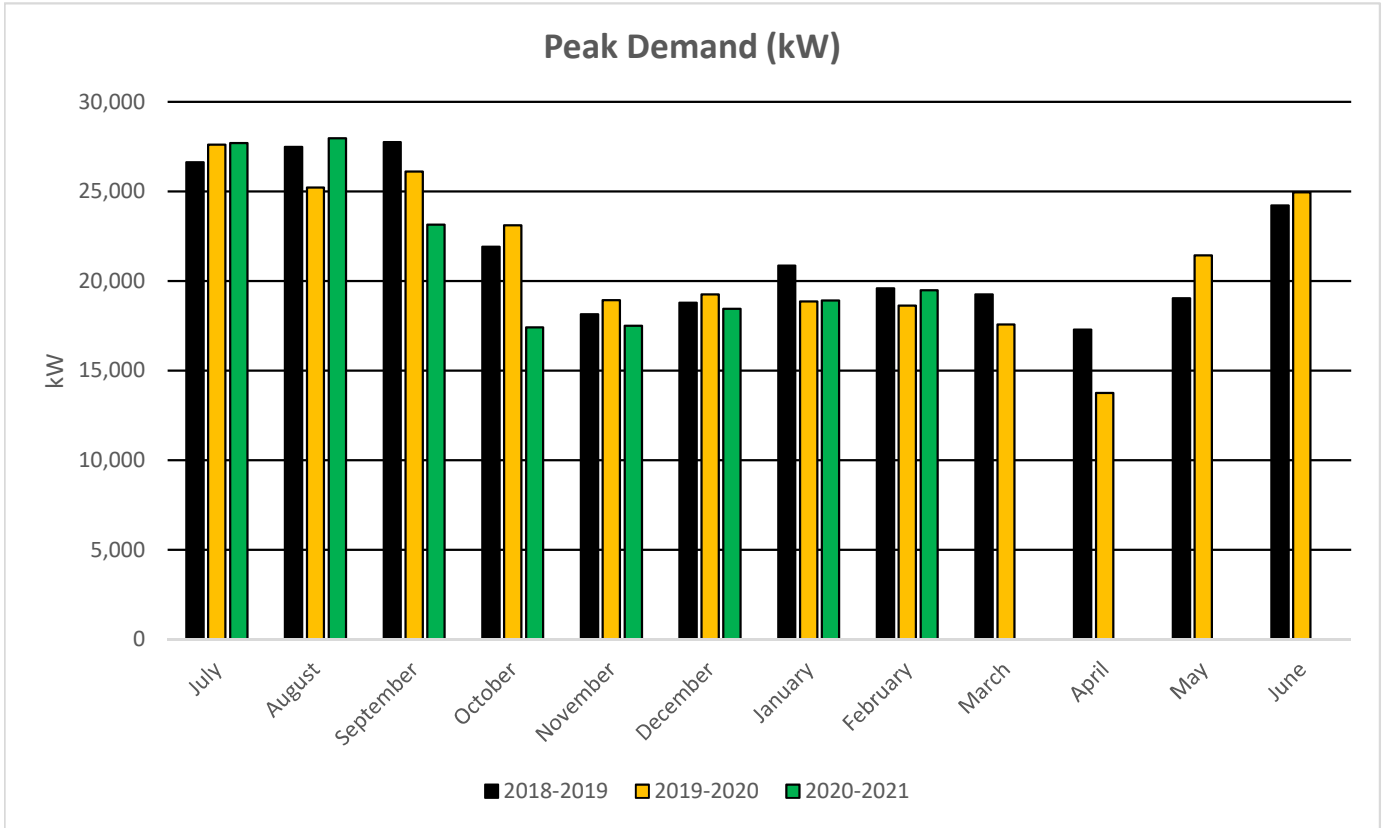
**MEMBER ENERGY USAGE**  
**(THIS MONTH VS THIS MONTH LAST YEAR)**

| Year        | Month     | <u>CLINTON</u>    |             | <u>COLDWATER</u>  |             | <u>HILLSDALE</u>  |             | <u>MARSHALL</u>   |             | <u>UNION CITY</u> |             | <u>MEMBER TOTAL</u> |             |
|-------------|-----------|-------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|---------------------|-------------|
|             |           | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS)   | Chg.<br>(%) |
| <u>2019</u> | JULY      | 2,560,786         | -1.0        | 37,934,621        | 1.6         | 13,490,512        | 3.9         | 11,434,565        | 3.8         | 1,894,769         | 3.7         | 67,315,253          | 2.4         |
|             | AUG.      | 2,248,442         | -11.6       | 37,514,603        | -6.1        | 12,043,049        | -7.4        | 10,561,906        | -6.9        | 1,619,812         | -7.4        | 63,987,812          | -6.7        |
|             | SEPT.     | 1,926,651         | -7.6        | 37,891,575        | -0.4        | 11,078,558        | -2.5        | 9,313,298         | -3.8        | 1,332,466         | -1.3        | 61,542,548          | -1.6        |
|             | OCT.      | 1,703,046         | -12.0       | 43,644,175        | -5.5        | 10,080,475        | -4.3        | 8,791,054         | -2.7        | 1,234,149         | -5.6        | 65,452,899          | -5.1        |
|             | NOV.      | 1,762,054         | -4.6        | 46,849,330        | -4.3        | 10,112,459        | -1.3        | 8,535,748         | -1.5        | 1,539,967         | 2.8         | 68,799,558          | -3.4        |
|             | DEC.      | 1,926,368         | -3.0        | 49,575,553        | -8.2        | 10,474,399        | 0.9         | 8,806,701         | -1.4        | 1,572,278         | -1.1        | 72,355,298          | -5.9        |
| <u>2020</u> | JAN.      | 1,900,656         | -7.8        | 51,435,127        | -9.5        | 10,868,595        | -4.0        | 9,168,567         | -4.7        | 1,517,980         | -5.5        | 74,890,925          | -8.1        |
|             | FEB.      | 1,851,566         | 1.0         | 45,646,080        | -8.8        | 10,264,541        | 0.9         | 8,648,739         | -0.6        | 1,382,851         | -2.0        | 67,793,778          | -6.1        |
|             | MAR.      | 1,839,367         | -5.1        | 41,871,843        | -15.3       | 9,601,207         | -8.8        | 8,413,942         | -7.2        | 1,321,236         | -5.9        | 63,047,595          | -12.9       |
|             | APR.      | 1,599,124         | -7.7        | 25,982,810        | -30.4       | 7,802,201         | -17.4       | 6,849,789         | -16.1       | 1,174,745         | 3.1         | 43,408,670          | -24.9       |
|             | MAY       | 1,702,579         | -2.6        | 27,759,626        | -21.1       | 8,482,916         | -13.2       | 7,497,270         | -13.1       | 1,176,135         | 3.8         | 46,618,526          | -17.4       |
|             | JUNE      | 2,121,479         | 7.8         | 34,975,391        | 1.6         | 11,116,975        | 5.5         | 10,199,615        | 8.1         | 1,465,949         | 18.7        | 59,879,409          | 4.0         |
|             | YTD TOTAL | 23,142,118        | -4.6        | 481,080,733       | -8.8        | 125,415,888       | -3.7        | 108,221,194       | -3.6        | 17,232,338        | -0.1        | 755,092,271         | -7.0        |
| <u>2020</u> | JULY      | 2,677,230         | 4.5         | 39,711,098        | 4.7         | 13,863,573        | 2.8         | 12,380,539        | 8.3         | 2,038,082         | 7.6         | 70,670,523          | 5.0         |
|             | AUG.      | 2,408,305         | 7.1         | 39,233,280        | 4.6         | 12,648,284        | 5.0         | 11,406,562        | 8.0         | 1,784,851         | 10.2        | 67,481,282          | 5.5         |
|             | SEPT.     | 1,869,242         | -3.0        | 34,785,722        | -8.2        | 10,432,614        | -5.8        | 9,193,579         | -1.3        | 1,137,661         | -14.6       | 57,418,818          | -6.7        |
|             | OCT.      | 1,758,176         | 3.2         | 38,330,962        | -12.2       | 10,219,755        | 1.4         | 9,115,164         | 3.7         | 1,285,669         | 4.2         | 60,709,726          | -7.2        |
|             | NOV.      | 1,763,527         | 0.1         | 37,489,741        | -20.0       | 9,847,150         | -2.6        | 8,738,593         | 2.4         | 1,361,863         | -11.6       | 59,200,874          | -14.0       |
|             | DEC.      | 2,031,675         | 5.5         | 41,975,372        | -15.3       | 10,684,930        | 2.0         | 9,399,857         | 6.7         | 1,557,549         | -0.9        | 65,649,383          | -9.3        |
| <u>2021</u> | JAN.      | 2,013,108         | 5.9         | 44,794,189        | -12.9       | 10,910,128        | 0.4         | 9,683,380         | 5.6         | 1,541,735         | 1.6         | 68,942,541          | -7.9        |
|             | FEB.      | 1,950,865         | 5.4         | 37,650,742        | -17.5       | 10,492,209        | 2.2         | 9,091,485         | 5.1         | 1,468,357         | 6.2         | 60,653,657          | -10.5       |
|             | MAR.      | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                   | NA          |
|             | APR.      | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                   | NA          |
|             | MAY       | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                   | NA          |
|             | JUNE      | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                 | NA          | 0                   | NA          |
|             | YTD TOTAL | 16,472,128        | 3.7         | 313,971,107       | -10.4       | 89,098,644        | 0.8         | 79,009,159        | 5.0         | 12,175,767        | 0.7         | 510,726,804         | -5.8        |

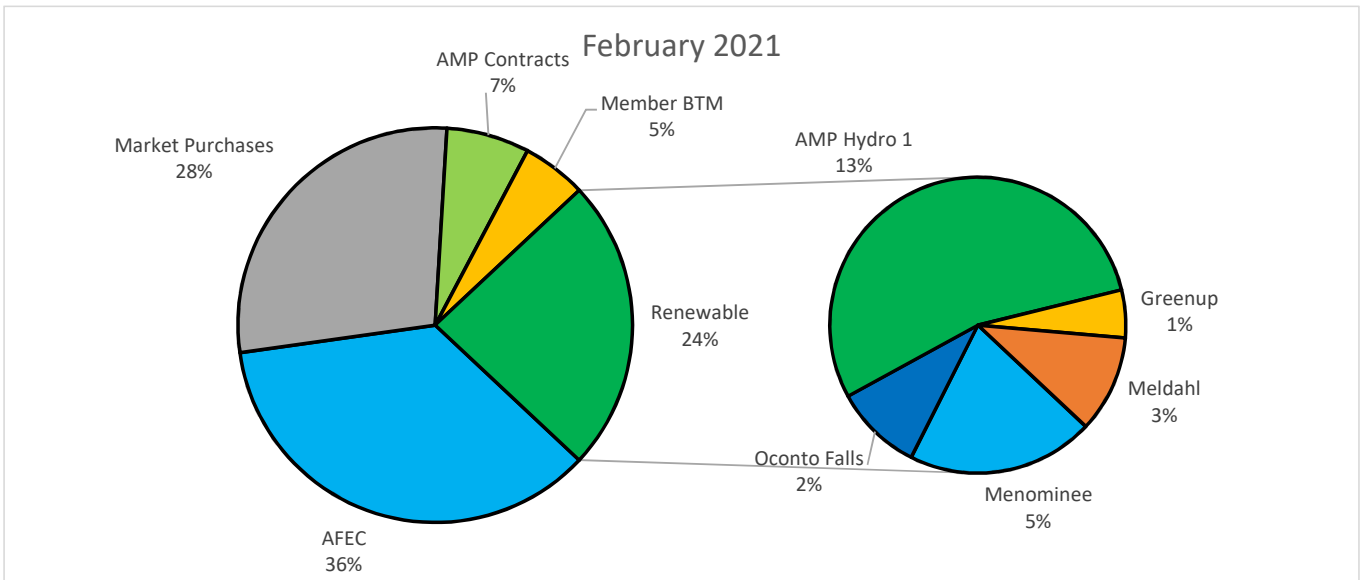
**MEMBER ENERGY USAGE**  
**(YEAR TO DATE - RUNNING AVERAGE)**

| Year        | Month            | <u>CLINTON</u>    |             | <u>COLDWATER</u>   |              | <u>HILLSDALE</u>   |             | <u>MARSHALL</u>    |             | <u>UNION CITY</u> |             | <u>MEMBER TOTAL</u> |             |
|-------------|------------------|-------------------|-------------|--------------------|--------------|--------------------|-------------|--------------------|-------------|-------------------|-------------|---------------------|-------------|
|             |                  | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS)  | Chg.<br>(%)  | Energy<br>(KWHRS)  | Chg.<br>(%) | Energy<br>(KWHRS)  | Chg.<br>(%) | Energy<br>(KWHRS) | Chg.<br>(%) | Energy<br>(KWHRS)   | Chg.<br>(%) |
| <u>2019</u> | JULY             | 2,560,786         | -1.0        | 37,934,621         | 1.6          | 13,490,512         | 3.9         | 11,434,565         | 3.8         | 1,894,769         | 3.7         | 67,315,253          | 2.4         |
|             | AUG.             | 2,248,442         | -6.3        | 37,514,603         | -2.3         | 12,043,049         | -1.8        | 10,561,906         | -1.6        | 1,619,812         | -1.7        | 63,987,812          | -2.2        |
|             | SEPT.            | 1,926,651         | -6.7        | 37,891,575         | -1.7         | 11,078,558         | -2.0        | 9,313,298          | -2.3        | 1,332,466         | -1.6        | 61,542,548          | -2.0        |
|             | OCT.             | 1,703,046         | -7.8        | 43,644,175         | -2.8         | 10,080,475         | -2.5        | 8,791,054          | -2.4        | 1,234,149         | -2.4        | 65,452,899          | -2.8        |
|             | NOV.             | 1,762,054         | -7.3        | 46,849,330         | -3.1         | 10,112,459         | -2.3        | 8,535,748          | -2.2        | 1,539,967         | -1.4        | 68,799,558          | -2.9        |
|             | DEC.             | 1,926,368         | -6.6        | 49,575,553         | -4.2         | 10,474,399         | -1.8        | 8,806,701          | -2.1        | 1,572,278         | -1.4        | 72,355,298          | -3.5        |
| <u>2020</u> | JAN.             | 1,900,656         | -6.8        | 51,435,127         | -5.1         | 10,868,595         | -2.1        | 9,168,567          | -2.5        | 1,517,980         | -2.0        | 74,890,925          | -4.2        |
|             | FEB.             | 1,851,566         | -5.9        | 45,646,080         | -5.6         | 10,264,541         | -1.8        | 8,648,739          | -2.2        | 1,382,851         | -2.0        | 67,793,778          | -4.5        |
|             | MAR.             | 1,839,367         | -5.8        | 41,871,843         | -6.8         | 9,601,207          | -2.5        | 8,413,942          | -2.8        | 1,321,236         | -2.4        | 63,047,595          | -5.4        |
|             | APR.             | 1,599,124         | -6.0        | 25,982,810         | -8.7         | 7,802,201          | -3.8        | 6,849,789          | -3.9        | 1,174,745         | -2.0        | 43,408,670          | -7.0        |
|             | MAY              | 1,702,579         | -5.7        | 27,759,626         | -9.6         | 8,482,916          | -4.5        | 7,497,270          | -4.7        | 1,176,135         | -1.6        | 46,618,526          | -7.8        |
|             | JUNE             | 2,121,479         | -4.6        | 34,975,391         | -8.8         | 11,116,975         | -3.7        | 10,199,615         | -3.6        | 1,465,949         | -0.1        | 59,879,409          | -7.0        |
|             | <b>YTD TOTAL</b> | <b>23,142,118</b> | <b>-4.6</b> | <b>481,080,733</b> | <b>-8.8</b>  | <b>125,415,888</b> | <b>-3.7</b> | <b>108,221,194</b> | <b>-3.6</b> | <b>17,232,338</b> | <b>-0.1</b> | <b>755,092,271</b>  | <b>-7.0</b> |
| <u>2020</u> | JULY             | 2,677,230         | -4.2        | 39,711,098         | -8.4         | 13,863,573         | -3.4        | 12,380,539         | -3.0        | 2,038,082         | 0.3         | 70,670,523          | -6.5        |
|             | AUG.             | 2,408,305         | -3.7        | 39,233,280         | -7.9         | 12,648,284         | -3.1        | 11,406,562         | -2.6        | 1,784,851         | 0.7         | 67,481,282          | -6.1        |
|             | SEPT.            | 1,869,242         | -3.7        | 34,785,722         | -8.0         | 10,432,614         | -3.2        | 9,193,579          | -2.5        | 1,137,661         | 0.2         | 57,418,818          | -6.1        |
|             | OCT.             | 1,758,176         | -3.5        | 38,330,962         | -8.1         | 10,219,755         | -3.0        | 9,115,164          | -2.3        | 1,285,669         | 0.3         | 60,709,726          | -6.1        |
|             | NOV.             | 1,763,527         | -3.4        | 37,489,741         | -8.5         | 9,847,150          | -3.0        | 8,738,593          | -2.2        | 1,361,863         | -0.1        | 59,200,874          | -6.4        |
|             | DEC.             | 2,031,675         | -3.1        | 41,975,372         | -8.8         | 10,684,930         | -2.8        | 9,399,857          | -1.9        | 1,557,549         | -0.1        | 65,649,383          | -6.5        |
| <u>2021</u> | JAN.             | 2,013,108         | -2.8        | 44,794,189         | -9.0         | 10,910,128         | -2.7        | 9,683,380          | -1.7        | 1,541,735         | -0.1        | 68,942,541          | -6.6        |
|             | FEB.             | 1,950,865         | -2.6        | 37,650,742         | -9.2         | 10,492,209         | -2.6        | 9,091,485          | -1.5        | 1,468,357         | 0.1         | 60,653,657          | -6.7        |
|             | MAR.             | 0                 | NA          | 0                  | NA           | 0                  | NA          | 0                  | NA          | 0                 | NA          | 0                   | NA          |
|             | APR.             | 0                 | NA          | 0                  | NA           | 0                  | NA          | 0                  | NA          | 0                 | NA          | 0                   | NA          |
|             | MAY              | 0                 | NA          | 0                  | NA           | 0                  | NA          | 0                  | NA          | 0                 | NA          | 0                   | NA          |
|             | JUNE             | 0                 | NA          | 0                  | NA           | 0                  | NA          | 0                  | NA          | 0                 | NA          | 0                   | NA          |
|             | <b>YTD TOTAL</b> | <b>16,472,128</b> | <b>3.7</b>  | <b>313,971,107</b> | <b>-10.4</b> | <b>89,098,644</b>  | <b>0.8</b>  | <b>79,009,159</b>  | <b>5.0</b>  | <b>12,175,767</b> | <b>0.7</b>  | <b>510,726,804</b>  | <b>-5.8</b> |

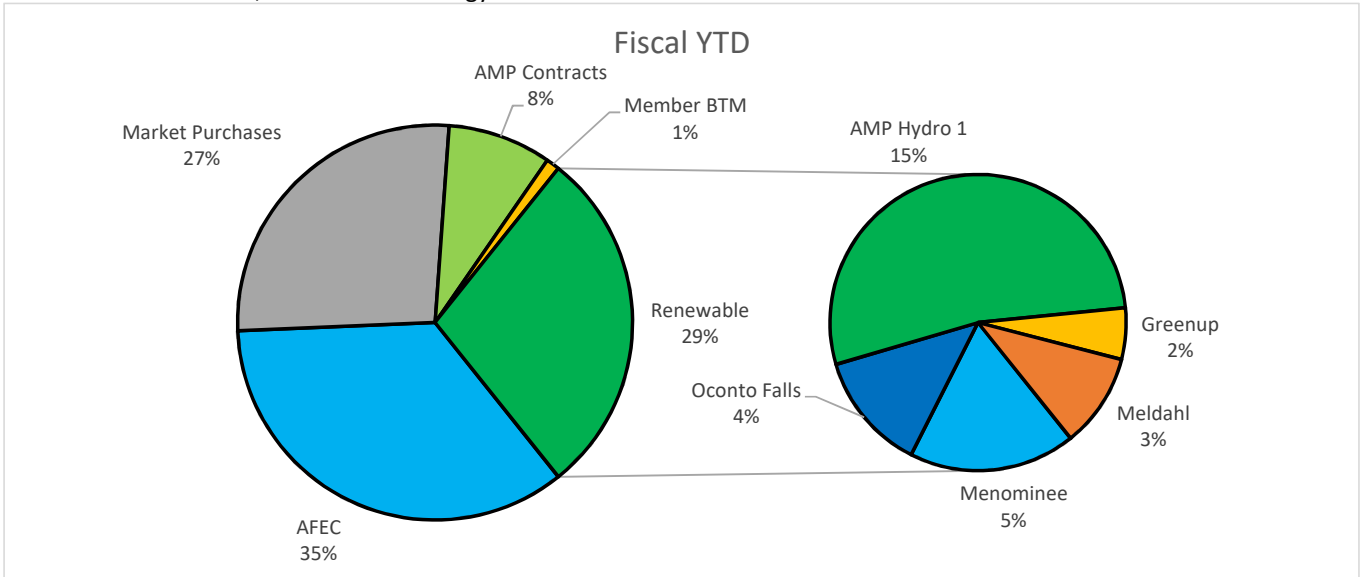
# Hillsdale - Demand and Energy History



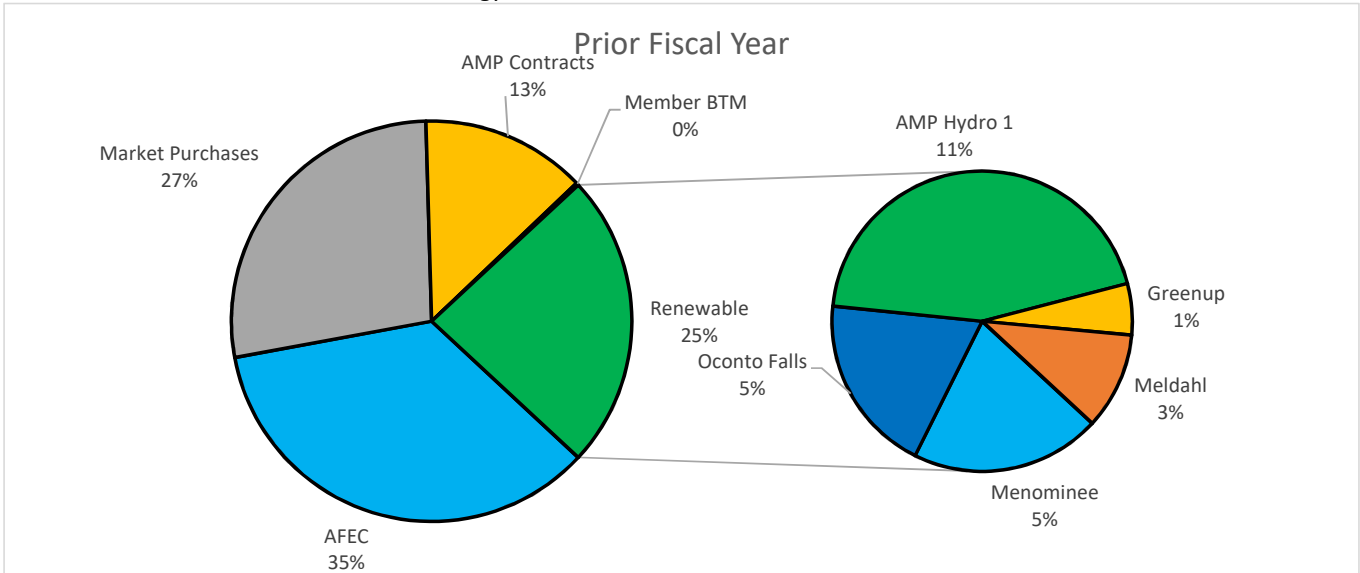
# Hillsdale Energy Resource Mix



Market Sales: 25 MWh, 0.2% of Total Energy



Market Sales: 650 MWh, 0.7% of Total Energy



Market Sales: 3,863 MWh, 3.0% of Total Energy

**Michigan South Central Power Agency**

**Twelve Month Billing Projection**

| <b>Projected Total Energy<br/>(kWh's)</b> | <b>Mar<br/>2021</b> | <b>April<br/>2021</b> | <b>May<br/>2021</b> | <b>June<br/>2021</b> | <b>July<br/>2021</b> | <b>August<br/>2021</b> | <b>September<br/>2021</b> | <b>October<br/>2021</b> | <b>November<br/>2021</b> | <b>December<br/>2021</b> | <b>January<br/>2022</b> | <b>February<br/>2022</b> | <b>12-Month<br/>Total</b> |
|---|---------------------|-----------------------|---------------------|----------------------|----------------------|------------------------|---------------------------|-------------------------|--------------------------|--------------------------|-------------------------|--------------------------|---------------------------|
| <b>Clinton</b>                            | 2,007,081           | 1,781,303             | 1,802,408           | 2,130,105            | 2,328,730            | 2,257,205              | 1,877,665                 | 1,933,979               | 1,853,955                | 2,101,112                | 2,198,599               | 1,924,116                | 24,196,258                |
| <b>Coldwater</b>                          | 49,089,404          | 41,134,922            | 36,588,536          | 35,633,644           | 37,558,281           | 37,749,069             | 36,328,655                | 46,253,603              | 46,299,605               | 52,132,353               | 57,578,034              | 54,200,404               | 530,546,510               |
| <b>Hillsdale</b>                          | 10,525,604          | 9,554,567             | 9,995,158           | 11,048,142           | 12,902,772           | 12,164,054             | 10,652,248                | 10,309,750              | 10,111,437               | 10,747,267               | 11,398,172              | 10,260,299               | 129,669,470               |
| <b>Marshall</b>                           | 21,773,000          | 25,932,000            | 27,492,000          | 29,438,000           | 31,556,000           | 32,321,000             | 30,776,000                | 30,744,000              | 30,251,000               | 30,773,000               | 31,307,000              | 30,395,000               | 352,758,000               |
| <b>Union City</b>                         | 1,390,463           | 1,160,545             | 1,202,248           | 1,303,822            | 1,744,519            | 1,622,493              | 1,263,695                 | 1,256,686               | 1,463,560                | 1,614,162                | 1,586,262               | 1,424,607                | 17,033,062                |
| <b>Total</b>                              | <b>84,785,552</b>   | <b>79,563,337</b>     | <b>77,080,350</b>   | <b>79,553,713</b>    | <b>86,090,302</b>    | <b>86,113,821</b>      | <b>80,898,263</b>         | <b>90,498,018</b>       | <b>89,979,557</b>        | <b>97,367,894</b>        | <b>104,068,067</b>      | <b>98,204,426</b>        | <b>1,054,203,300</b>      |

|                   |                   |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                  |
|-------------------|-------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|
| <b>Clinton</b>    | <b>\$</b>         | \$ 163,680.56   | \$ 144,381.12   | \$ 143,647.15   | \$ 170,259.21   | \$ 181,410.57   | \$ 174,941.15   | \$ 145,519.08   | \$ 146,730.76   | \$ 145,281.89   | \$ 166,772.27   | \$ 175,717.90   | \$ 155,003.18   | \$ 1,913,344.84  |
|                   | <b>\$/Net kWh</b> | 0.08155         | 0.08105         | 0.07970         | 0.07993         | 0.07790         | 0.07750         | 0.07750         | 0.07587         | 0.07836         | 0.07937         | 0.07992         | 0.08056         | 0.07908          |
| <b>Coldwater</b>  | <b>\$</b>         | \$ 3,407,107.70 | \$ 2,858,025.89 | \$ 2,676,883.44 | \$ 2,579,292.32 | \$ 2,676,262.58 | \$ 2,621,756.70 | \$ 2,485,408.38 | \$ 3,152,754.19 | \$ 3,150,941.13 | \$ 3,549,692.49 | \$ 3,998,174.39 | \$ 3,813,386.59 | \$ 36,969,685.80 |
|                   | <b>\$/Net kWh</b> | 0.06880         | 0.06875         | 0.07234         | 0.07154         | 0.07046         | 0.06866         | 0.06759         | 0.06751         | 0.06741         | 0.06809         | 0.06944         | 0.07036         | 0.06968          |
| <b>Hillsdale</b>  | <b>\$</b>         | \$ 734,274.51   | \$ 665,919.25   | \$ 695,519.59   | \$ 785,828.49   | \$ 900,630.15   | \$ 816,612.64   | \$ 724,093.95   | \$ 692,237.14   | \$ 691,031.55   | \$ 747,256.51   | \$ 786,772.96   | \$ 718,658.38   | \$ 8,958,835.11  |
|                   | <b>\$/Net kWh</b> | 0.06976         | 0.06970         | 0.06959         | 0.07113         | 0.06980         | 0.06713         | 0.06798         | 0.06714         | 0.06834         | 0.06953         | 0.06903         | 0.07004         | 0.06909          |
| <b>Marshall</b>   | <b>\$</b>         | \$ 1,530,554.74 | \$ 1,819,112.87 | \$ 1,942,956.27 | \$ 2,075,876.31 | \$ 2,221,824.45 | \$ 2,276,599.88 | \$ 2,169,988.98 | \$ 2,166,469.23 | \$ 2,131,358.97 | \$ 2,168,497.57 | \$ 2,206,364.90 | \$ 2,141,833.23 | \$ 24,851,437.39 |
|                   | <b>\$/Net kWh</b> | 0.07030         | 0.07015         | 0.07067         | 0.07052         | 0.07041         | 0.07044         | 0.07051         | 0.07047         | 0.07046         | 0.07047         | 0.07048         | 0.07047         | 0.07045          |
| <b>Union City</b> | <b>\$</b>         | \$ 84,590.86    | \$ 70,378.59    | \$ 71,185.12    | \$ 77,199.32    | \$ 98,394.33    | \$ 90,702.76    | \$ 72,262.61    | \$ 74,992.90    | \$ 90,167.92    | \$ 99,907.50    | \$ 95,597.69    | \$ 85,440.52    | \$ 1,010,820.14  |
|                   | <b>\$/Net kWh</b> | 0.06084         | 0.06064         | 0.05921         | 0.05921         | 0.05640         | 0.05590         | 0.05718         | 0.05968         | 0.06161         | 0.06189         | 0.06027         | 0.05997         | 0.05934          |
| <b>Total</b>      | <b>\$</b>         | \$ 5,920,208.38 | \$ 5,557,817.71 | \$ 5,530,191.56 | \$ 5,688,455.65 | \$ 6,078,522.08 | \$ 5,980,613.13 | \$ 5,597,273.00 | \$ 6,233,184.22 | \$ 6,208,781.46 | \$ 6,732,126.34 | \$ 7,262,627.84 | \$ 6,914,321.91 | \$ 73,704,123.28 |
|                   | <b>\$/Net kWh</b> | 0.06983         | 0.06985         | 0.07175         | 0.07150         | 0.07061         | 0.06945         | 0.06919         | 0.06888         | 0.06900         | 0.06914         | 0.06979         | 0.07041         | 0.06991          |

**Projected Rate Stabilization Activity for Billing**

|                     |           |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                   |
|---------------------|-----------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------|
| <b>Clinton</b>      | <b>\$</b> | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -              |
| <b>Coldwater*</b>   | <b>\$</b> | \$ 0.06571      | \$ (181,442.97) | \$ (155,050.16) | \$ (272,650.74) | \$ (237,805.57) | \$ (208,307.94) | \$ (141,265.38) | \$ (98,252.46)  | \$ (113,429.94) | \$ (108,594.09) | \$ (124,075.57) | \$ (214,721.77) | \$ (251,878.04)   |
| <b>Hillsdale</b>    | <b>\$</b> | \$ 0.07100      | \$ -            | \$ -            | \$ -            | \$ (1,410.41)   | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ (1,410.41)     |
| <b>Marshall***</b>  | <b>\$</b> | \$ 0.07000      | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -              |
| <b>Union City**</b> | <b>\$</b> | \$ 0.00500      | \$ 6,952.32     | \$ 5,802.73     | \$ 6,011.24     | \$ 6,519.11     | \$ 8,722.60     | \$ 8,112.47     | \$ 6,318.48     | \$ 6,283.43     | \$ 7,317.80     | \$ 8,070.81     | \$ 7,931.31     | \$ 85,165.31      |
| <b>Total</b>        | <b>\$</b> | \$ (174,490.65) | \$ (149,247.44) | \$ (266,639.50) | \$ (232,696.87) | \$ (199,585.34) | \$ (133,152.92) | \$ (91,933.99)  | \$ (107,146.51) | \$ (101,276.29) | \$ (116,004.76) | \$ (206,790.46) | \$ (244,755.00) | \$ (2,023,719.73) |

\*Coldwater updated stabilized rate to \$.06571/kwh starting with August power.

\*\*Union City adds \$.005/kwh to rate stabilization fund balance

\*\*\*Marshall directed to only add to RSF if under \$.07/kwh



**MINUTES OF THE MICHIGAN SOUTH CENTRAL POWER AGENCY  
BOARD OF COMMISSIONERS REGULAR MEETING**

**March 4, 2021  
10:00 a.m.**

**One Grand Street, Coldwater, MI 49036  
& via Zoom Webinar**

**NOTICE OF MEETING**

A public notice had been posted in accordance with Open Meetings Act No. 267, Public Acts of Michigan, 1976.

**COMMISSIONERS PRESENT VIA ZOOM**

Kevin Cornish, attended remotely from Village of Clinton, Lenawee County, Michigan

**COMMISSIONERS PRESENT IN PERSON**

Jeff Budd, Coldwater, Michigan  
Chris Mathis, Coldwater, Michigan  
Chris McArthur, Coldwater, Michigan  
Tom Tarkiewicz, Coldwater, Michigan

**ALTERNATE COMMISSIONERS PRESENT IN PERSON**

Ed Rice, Marshall  
Jim Odneal, Coldwater

**OTHERS PRESENT IN PERSON**

Pam Sullivan of AMP

**OTHERS PRESENT VIA ZOOM**

Chris Norton, Scott Kiesewetter, Tom Sillasen and Mike Migliore of AMP; Trisha Nelson of Marshall, Michigan; Don Reid of Coldwater, Michigan; Steve Mann of Miller Canfield

**1. CALL TO ORDER:**

Chairman Tarkiewicz called the meeting to order at 10:00 a.m.

**2. APPROVAL OF AGENDA WITH ANY ADDITIONS:**

**Moved** Commissioner Budd, supported Commissioner McArthur, to approve the agenda as presented. On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur and Tarkiewicz, Nays: None. **MOTION CARRIED.**

### 3. PUBLIC COMMENTS ON AGENDA ITEMS:

No public comment.

### 4. APPROVAL OF MINUTES:

**Moved** Commissioner Mathis, supported Commissioner Budd, to approve the minutes of the February 4, 2021 Regular Session On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None. **MOTION CARRIED.**

### 5. FINANCIAL:

#### A. Finance Report

Summarized the report with no issues.

#### B. Approval of January 2021 Financial Statements and Investment Reports

**Moved** Commissioner Cornish, supported Commissioner Budd, to approve the January 2021 Financial Statements and Investment Reports. On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None. **MOTION CARRIED.**

#### C. Approval of January 2021 Invoices

**Moved** Commissioner Cornish, supported Commissioner McArthur, to approve the January 2021 Invoices as presented. On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None. **MOTION CARRIED.**

### 6. MANAGEMENT:

#### A. General Manager's Report

Pam Sullivan, Scott Kiesewetter, and Chris Norton provided an update.

### 7. ACTION ITEMS

#### A. Union City Departure Cost Analysis

Tom Sillasen shared a cost analysis allocation spreadsheet with the Board and various options were discussed. The Board requested additional analysis be performed. A special meeting will be scheduled for final discussions.

#### B. Coldwater Peaking Project Update

Nothing new to report.

C. Capacity Resource Update

Mike Migliore provided a Capacity Resource Update.

**8. OTHER BUSINESS**

None.

**9. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

None.

**10. COMMISSIONER COMMENTS AND MEMBER'S MUNICIPALITY UPDATE:**

Clinton: Nothing new to report.

Union City: Beginning single hauler trash contract and substation project.

Hillsdale: Finishing budget work, updating substation, and water tower painting in the Spring.

Coldwater: Fiber project continues

Marshall: Perrin Dam bids for next Council meeting, another grow room adding on for MPM , and moving to a single trash hauler on April 5<sup>th</sup>.

**Closed Session**

**Moved** Commissioner Mathis, supported Commissioner McArthur, to enter into Closed Session under section 8 (h) of PA 267 of 1976 the Open Meetings Act to discuss the purchase of capacity.

On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None.

**MOTION CARRIED.**

Enter into Closed Session at 11:47 a.m.

**Moved** Commissioner Mathis, supported Commissioner Cornish to exit Closed Session.

On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None.

**MOTION CARRIED.**

Exited Closed Session at 12:23 p.m.

**Moved** Commissioner Budd, supported Commissioner Cornish to approve the MISO capacity auction strategy as presented. On a roll call vote: Ayes: Budd, Cornish, Mathis, McArthur, and Tarkiewicz, Nays: None. **MOTION CARRIED.**

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Thomas Tarkiewicz, Chairman

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Chris Mathis, Secretary

**CITY COUNCIL MINUTES**

City of Hillsdale

March 1, 2021

7:00 P.M.

Regular Meeting

Electronic Meeting (COVID-19)

**Call to Order and Pledge of Allegiance**

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

**Roll Call**

Mayor Adam Stockford called the meeting to order. Clerk Price took roll call.

Council Members present: Adam Stockford, Mayor  
R Greg Stuchell, Ward 1  
William Morrissey, Ward 2  
Cynthia Pratt, Ward 2  
Bruce Sharp, Ward 3 (Electronically, Hillsdale, MI)  
William Zeiser, Ward 3  
Robert Socha, Ward 4  
Raymond Briner, Ward 4

Council Members absent: Anthony Vear, Ward 1

Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Joseph Mangan (Finance), Corey Murray (HDN), Dennis Wainscott, Mike Prince, Christ Wingate, Penny Wingate, David Mosby, Karla Adams, Mary Wallen, Justin Wallen, Diana Hicksenhiser, Roger Sparks, Lisa Sparks, Jon Smith, Jon Beckwith, Tim Martin, Lance Lashaway, Rob Yeager and Penny Swan.

Present electronically: Kristin Bauer (City Engineer), Alan Beeker (Planning/Zoning Administrator), Kim Thomas (City Assessor), Jake Hammel (DPS Director), Jason Blake (DPS Foreman), Ruth Brown, Jack McLain, Eric Moore, Jordan Adams and Joseph Hendee.

**Approval of Agenda**

Motion by Council Member Morrissey, seconded by Council Member Pratt to approve the agenda as presented

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Briner    | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | Aye |
| Council Member Stuchell  | Aye |
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |

Motion passed 8-0.

**Public Comment**

Dennis Wainscott, 34 Garden Street, commented on Councilman Socha's resolution and stated he is in favor of it. Wainscott encouraged Council to pass the resolution.

Robert Eichler, Scipio Township mentioned he would like to see the three minutes time for public comment extended to five minutes.

Penny Swan, Ward 4, is in support of Councilman Socha’s resolution, stating the government should stand up and protect the rights of its citizens.

Jon Smith, Somerset Center, thanked Councilman Socha for presenting his resolution at the meeting.

Karla Adams, commented she is in favor of Councilman Socha’s resolution and asked council to pass the resolution and be support of it as well.

John Beckwith, Hillsdale County, stated that he believes that all that are in public service should take a course on the constitution to have a better understanding of it.

Lance Lashaway, Hillsdale County, thanked Council for taking a stand on partisan politics.

Tim Martin, Hillsdale Township, thanked Councilman Socha for presenting the resolution tonight.

**Consent Agenda**

- A. Approval of Bills
  - 1. City and BPU Claims of February 4, 2021: \$530,918.10
  - 2. Payroll of February 4, 2021: \$179,209.42
- B. City Council Minutes of February 15, 2021
- C. Planning Commission Minutes of January 19, 2021
- D. Library Minutes of February 11, 2021
- E. EDC Minutes of December 1, 2020
- F. LAC Minutes of February 23, 2021
- G. Hillsdale College Noise Variance for Mock Rock Event
- H. Hillsdale College Noise Variance for Taste of Manning Event
- I. Hillsdale College Right of Way Use Request for Taste of Manning Event
- J. January 2021 Finance Report
- K. Finance Minutes of January 25, 2021, February 8, 2021, and February 22, 2021

Motion by Council Member Morrisey, seconded by Council Member Briner to approve the Consent agenda as presented.

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | Aye |
| Council Member Socha    | Aye |
| Council Member Briner   | Aye |

Motion passed 8-0.

**Communications/Petitions**

- A. 2021 Cemetery Spring Clean Up

All items presented for the purpose of information only.

**Introduction and Adoption of Ordinances/Public Hearings**

- A. Ordinance Amendment to Sec. 36-143, Rezoning of 450 Hidden Meadows Drive

Motion by Council Member Morrissey, seconded by Council Member Socha to approve the ordinance to amend Sec. 36-143 rezoning of 450 Hidden Meadows from B-1, local business district to R-1, single-family residential district as presented. **Ordinance 2021-01.**

By a voice vote, the motion passed unanimously.

**Old Business**

A. Airport Engineering Services Amendment

City Manager Mackie presented the amendment for airport engineering services for the new taxiway C extension and connector.

Motion by Council Member Socha, seconded by Council Member Morrissey to approve Amendment No. 1 to the agreement for professional engineering services with RS&H in the amount of \$155,713.00.

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Sharp     | Aye |
| Council Member Stuchell  | Aye |
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |
| Council Member Briner    | Aye |
| Council Member Morrissey | Aye |

Motion passed 8-0.

**New Business**

A. Set Special Assessment District #1 Public Hearing

City Manager Mackie reviewed the Hillcrest Area Special Assessment District, SAD# 21-01.

The total estimated cost of the project is \$700,000 with \$380,000 being paid by the City and \$320,000 being assessed to property owners. The project cost split is in accordance with the City's Policy on Special Assessment Districts for Street Projects presented to the City Council at their February 1, 2021 meeting. The total combined cost to the affected property owners will not go above \$320,000, which is limited to a maximum of \$5,000 per lot, but may go down if the total project cost comes in lower than the total estimated cost of \$700,000.

Motion by Council Member Morrissey, seconded by Council Member Socha to set the public hearing for Monday, March 15, 2021 at 7:00 p.m. to establish the special assessment district (SAD# 21-01).

By a voice vote, the motion passed unanimously.

B. Set Special Assessment District #2 Public Hearing

City Manager Mackie reviewed the Riverdale Area Special Assessment District, SAD# 21-02.

The total estimated cost of the project is \$200,000 with \$150,000 being paid by the City and \$50,000 being assessed to property owners. The project cost split is in accordance with the City's Policy on Special Assessment Districts for Street Projects presented to the City Council at their February 1, 2021 meeting. The total combined cost to the affected property owners will not go above \$50,000, which is limited to a maximum of \$5,000 per lot, but may go down if the total project cost comes in lower than the total estimated cost of \$200,000.

Motion by Council Member Socha, seconded by Council Member Morrissey to set the public hearing for Monday, March 15, 2021 at 7:00 p.m. to establish the special assessment district (SAD# 21-02).

By a voice vote, the motion passed unanimously.

C. Set Special Assessment District #3 Public Hearing

City Manager Mackie reviewed the Elm Court Area Special Assessment District, SAD# 21-03.

The total estimated cost of the project is \$75,000 with \$50,000 being paid by the City and \$25,000 being assessed to property owners. The project cost split is in accordance with the City’s Policy on Special Assessment Districts for Street Projects presented to the City Council at their February 1, 2021 meeting. The total combined cost to the affected property owners will not go above \$25,000, which is limited to a maximum of \$5,000 per lot, but may go down if the total project cost comes in lower than the total estimated cost of \$75,000.

Motion by Council Member Socha, seconded by Council Member Morrissey to set the public hearing for Monday, March 15, 2021 at 7:00 p.m. to establish the special assessment district (SAD# 21-03).

By a voice vote, the motion passed unanimously.

D. MDOT Dial A Ride Funding (Resolution)

Joseph Mangan, Finance Director reported each February the City of Hillsdale submits an application to the State of Michigan Department of Transportation (MDOT) to apply for financial assistance under Act 51 for public transportation known as Dial-A-Ride Transit (DART). The resolution outlines the anticipated balanced budget for the 2021-22 fiscal year of \$370,849 and projected funding sources. The resolution also appoints Mangan as the Transportation Coordinator.

Motion by Council Member Briner, seconded by Council Member Pratt to approve the resolution for MDOT Dial a Ride funding and appoint Mangan as Transportation Coordinator. **Resolution 3441.**

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Stuchell  | Aye |
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |
| Council Member Briner    | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | Aye |

Motion passed 8-0.

E. Banking Resolution

Joseph Mangan, Finance Director reported that he and Bonnie Tew are transitioning the duties and authorizations of the position of Director of Finance. As part of this, Mangan, will be added as ‘signer only’ to the City of Hillsdale’s bank accounts for County National Bank. Bonnie Tew will be removed from the City of Hillsdale’s bank accounts at County National Bank as ‘signer only’ as she is retiring at the end of March 2021.

Motion by Council Member Socha, seconded by Council Member Briner to approve the banking resolution for to add Joseph Mangan as signer only and remove Bonnie Tew on the city’s accounts. **Resolution 3442.**

By a voice vote, the motion passed unanimously.

F. Resolution for Discussion –Councilman Socha

Council member Socha presented a resolution for council discussion opposing the passage and



enforcement of any trailer bill, or any bill, or any executive order, or any departmental order, or any other order, mandate, or law which infringes on the general Rights of Life, Liberty, and Property, ordained by God and enumerated in the United States Constitution and the Constitution of the State of Michigan amongst other current items included in the resolution. Socha asked for council's opinion and discussion.

Council member Morrisey thanked council member Socha for presenting the resolution. He stated that the council should be focused and specific on one issue developing a resolution. To stay focused and stay economically and not have a broad listed resolution. He mentioned while council is doing consensus building in his opinion, council should stay focused and charged with doing what they are presented to do, which includes the city goals of public safety, economic development, street improvement, recreation and other items. He is in favor of adding focused resolutions or proclamations some.

Council member Stuchell, agreed with council member Morrisey as the city is building the city back up and receiving grants and funding for doing that the council needs to focus on specific items to address in the resolution.

Council member Socha stated that he was upset that council may compromise on principal as the city may lose a few funding dollars.

After much discussion council suggested to send the resolution to a committee to review and modify the resolution.

Motion by Council Member Sharp, seconded by Council Member Morrisey to send resolution to the Operations and Governance committee to review, modify and bring back to council for approval.

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | No  |
| Council Member Socha    | Aye |
| Council Member Briner   | Aye |
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |

Motion passed 7-1.

**Miscellaneous Reports**

A. Proclamation – None

B. Appointments—IPMC Board – Lance Fansler (Alternate)

Motion by Council Member Briner, Seconded by Council Member Stuchell to approve the appointment as presented.

By a voice vote, the motion passed unanimously.

C. Other – None

**General Public Comment**

Jon Smith, Somerset Center, would like to volunteer for the park and cemetery clean up and thanked council for the discussion on Council member Socha's resolution.

Namrata Carolan, Jerome, MI, expressed her displeasure with the current government over reach. Carolan stated she is in favor of council member Socha's resolution and encouraged council to stand up, speak up and live up to a great nation.

Jon Beckwith, Hillsdale County, commented about the authority and history of a sheriff.

Karla Adams, Ward 4, commented on council member Socha's resolution and asked what part was up for discussion to be sent to committee.

Rob Yeager, Hillsdale Township, asked council to have courage and support council member Socha's resolution.

Tim Martin, Hillsdale Township, commented on the industrial park property and asked council why it's listed at \$30,000 an acre.

Robert Eichler, Scipio Township, asked council not to impose any new milages or taxes on the residents as they are struggling financially.

Jack McLain, Hillsdale County, commented on the charter requirements of a board member. McLain asked about Planning Commission and the advertisement for commission members.

Penny Swan, Ward 4, commented on council member Socha's resolution and asked that the Operations and Governance committee can review the resolution and return to council in a speedy fashion.

Dennis Wainscott, 34 Garden Street, thanked council for reviewing and looking over council member Socha's resolution.

Amanda Brower, Hillsdale City, commented she is in support of council member Socha's resolution and thanked council for the willingness to discuss and review it. She encouraged council to adapt an out of the box mindset as she stated we are living in unprecedented times and council is the protection of the people for unconstitutional mandates.

Roger Sparks, Hillsdale County, thanked council for what they are doing and stated that council is there for the people.

Joseph Hendee, 181 Rea Street, commented that council members needs to speak into the microphones as residents can't hear at home. Hendee stated that the city and council should fight for truth and liberty like Hillsdale College.

**City Manager's Report**

No report.

**Council Comments**

Council member Zeiser, stated that he is in favor of the constitution and what it stands for but as government officials council need to pull back and review and look at how to approach the operations of the constitution and how to form a precise and effective proclamation or resolution.


Council member Socha, stated that he spoke with Sheriff Hodshire and stated that the sheriff will not enforce any unconstitutional mandates.

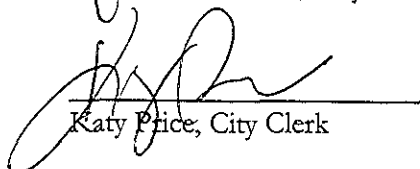
**Adjournment**

Council Member Briner, seconded by Council Member Pratt moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:42 p.m.

  
Adam L. Stockford, Mayor

  
Katy Price, City Clerk

**CITY COUNCIL MINUTES**

City of Hillsdale

March 15, 2021

7:00 P.M.

Regular Meeting

Electronic Meeting (COVID-19)

**Call to Order and Pledge of Allegiance**

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

**Roll Call**

Mayor Adam Stockford called the meeting to order. Clerk Price took roll call.

Council Members present: Adam Stockford, Mayor  
R Greg Stuchell, Ward 1  
Anthony Vear, Ward 1  
William Morrisey, Ward 2  
Cynthia Pratt, Ward 2  
Bruce Sharp, Ward 3  
William Zeiser, Ward 3  
Robert Socha, Ward 4  
Raymond Briner, Ward 4

Council Members absent: None

Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Bonnie Tew (Finance Director), Kristin Bauer (City Engineer), Jake Hammel (DPS Director), Eric Moore, Ginger Moore, Jack McLain, Jill Draper, Eric Keiber, Christina Bruns, Karlee Embech, George Tamblyn, Dan Lambright, Patricia Lambright, Terry Reed, Sue Reed, Melissa Conklin, Art Hilgendorf, Georgeann Hilgendorf, Richard Stephenson, Kristine Stephenson, Mike Flynn, John Taylor, Dave Martin, Margaret Scott, Warren Miller, CJ Toncray, Sheri Lemke, Andrew Wiegand, Laura Smith, Brian Howland, Desiree Howland, Dustin Adams, Karla Adams, Roger Sparks, Lance Lashaway and Penny Swan.

Present electronically: Kim Thomas (City Assessor), Jason Blake (DPS Foreman), Dennis Wainscott, Ruth Brown, Richard Curtis, Jack Moyer, Jackie Linebrink, Gloria Gripman and Sue Postle.

**Approval of Agenda**

Request by City Manager Mackie to add New Business items B. Design/Build Contract for Transfer Station as well as moving Consent Agenda item C. Amendment of Traffic Control Order 1989-10 to New Business as item C.

Motion by Council Member Morrisey, seconded by Council Member Socha to amend the agenda and add New Business items B. Design/Build Contract for Transfer Station as well as moving Consent Agenda item C. Amendment of Traffic Control Order 1989-10 to New Business as item C.

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Briner   | Aye |
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | Aye |
| Council Member Socha    | Aye |
| Council Member Vear     | Aye |

Motion passed 9-0.

Motion by Council Member Morisey, seconded by Council Member Socha to approve the amended agenda.

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Briner   | Aye |
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | Aye |
| Council Member Socha    | Aye |
| Council Member Vear     | Aye |

Motion passed 9-0.

**Public Comment**

None

**Consent Agenda**

- A. Approval of Bills
  - 1. City and BPU Claims of February 18, 2021: \$124,032.32
  - 2. Payroll of February 18, 2021: \$177,042.53
- B. City Council Minutes of March 1, 2021
- C. Rescind Traffic Control Order 1991-9
- D. Hillsdale College Noise Variance Request

Motion by Council Member Morrisey, seconded by Council Member Pratt to approve the Consent agenda as presented.

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Briner   | Aye |
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | Aye |
| Council Member Socha    | Aye |
| Council Member Vear     | Aye |

Motion passed 9-0.

**Communications/Petitions**

- A. American Legion 2.5k and 5k
- B. 2021 Spring Brush Collection
- C. BPU Semi Annual Fire Hydrant Flushing
- D. Special Assessment District Project Information

All items presented for the purpose of information only.

**Introduction and Adoption of Ordinances/Public Hearings**

## A. Public Hearing: Special Assessment District 21-01

Mayor Stockford opened podium at 7:14 p.m.

Christina Bruns, 114 Orchard Ridge Parkway, commented that she objects to the special assessment. Bruns stated that she pays taxes and that should be the contribution to the roads. She mentioned she has a young family and the assessment would devastate their finances.

Dave Martin, 107 Lombard Street, commented that he opposes the special assessment, he has been waiting for his street to be finished for years and has saved up to get a new driveway put in when that happens and doesn't want to forfeit his funds.

Richard Curtis, 404 Wolcott Street, (electronically) comment that the roads are in poor condition and he and his wife are in favor of the special assessment so the roads can be done. Smith stated no one want to pay for roads but something has got to be done.

Andrew Wiegand, 108 Lombard Street, commented that he supported the special assessment to get the roads fixed as he has three young children and would like them safe as the current conditions are not. He is more than happy to support the proposal and assessment.

Warren Miller, 119 Orchard Ridge Parkway, commented on the special assessment and is concerned that the timing is not right for the assessment. He stated that many families are losing their jobs and have lost income due to the pandemic and economic situation we currently face. He believes the \$5000 would be too much for them to contribute.

Margaret Scott, 310 N. Wolcott Street, commented she is in favor of the special assessment as the roads are in such disrepair. She is happy to hear that something is finally moving forward and approves the plan for the special assessment.

John Taylor, 4 Crescent Court, commented on the special assessment and stated it is the best shot at fixing our streets and is fully on board and supports it. Taylor stated that it's an investment in our properties as the property values will go up and a great thing for the children in the neighborhood to enjoy. He thanked Council and staff for putting it together.

Laura Smith, 136 Hillcrest Drive, commented that she is in favor of the special assessment and stated no one wants to pay for the roads but sees that this is the only way it is going to get done. She has spent a lot of money on fixing vehicles over the years as the roads were in such poor condition. She encouraged Council to approve the Special Assessment District 21-01 and look for a lower interest rate for the \$5000.

Ginger Moore, 138 Hillcrest Drive, commented that she is in favor of the special assessment as the roads are embarrassing in their current condition and wants the roads done in her neighborhood.

Eric Moore, 138 Hillcrest Drive, commented that he is in favor of the special assessment he purchased his house 15 years ago and has been looking for the streets to be fixed. He stated that this is the last viable way to have the streets done. It's a sacrifice the residents will have to take to get them finished. He appreciates this program being put together for the city as he thinks it's the most sustainable method to get the streets done. He encouraged Council to vote to approve it.

Jill Draper, 105 Lombard Street, had a few questions on drainage issues that the street currently has and asked if having the street redone would improve it.

Kristin Bauer, City engineer addressed Ms. Draper's comment. Stating that it would level out the street but can't guarantee that it would stop it as they are not installing new storm drains, but leveling it out would help. Bauer stated she will look into it more and see what they can do to reduce the flooding.

Karla Adams, 60 W. St. Joe Street, commented that added expenses are not a good idea for residents.

Gloria Gripman, 102 Lombard Street, (electronically) commented and asked if property taxes will increase if the roads are fixed.

Kristin Bauer, City Engineer addressed Ms. Gripman’s comment. Bauer stated that it would not increase the property taxes and that by law improvements on a road cannot increase taxes.

Arthur Hilgendorf, 134 Hillcrest Drive, commented that it sounds like a loan, he asked what would happen if someone wanted to sell their property before the loan is paid for.

Kim Thomas, Assessor, addressed Mr. Hilgendorf’s comment. She stated that it is usually handled between buyer and seller when property is being sold.

Stephen Smith, 136 Hillcrest Drive, commented that he is in favor of the special assessment and that the positives for getting the roads fixed out way the negatives. Smith mentioned that the public safety concerns for the roads are a big deal for the children and elderly in the neighborhood.

CJ Toncray, 101 Riverdale Street, commented she just bought the property and notice that there was an increase in property taxes and then received the special assessment notice and doesn’t know how she will be able to pay for the special assessment.

No other public comment, Mayor Stockford closed podium at 7:51 p.m.

Motion by Council Member Stuchell, seconded by Council Member Vear to establish and approve the Special Assessment District 21-01 (Hillcrest area). **Resolution #3444.**

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Morrisey | Aye |
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |
| Council Member Pratt    | Aye |
| Council Member Zeiser   | Aye |
| Mayor Stockford         | No  |
| Council Member Socha    | No  |
| Council Member Briner   | No  |
| Council Member Vear     | Aye |

Motion passed 6-3.

B. Public Hearing: Special Assessment District 21-02

Mayor Stockford opened podium at 8:04 p.m.

Sue Postle, 85 Arbor View Court, (electronically) commented that while she is not in favor of the 6% interest rate she is in favor of the special assessment so the roads can be done as they are awful.

Jack McLain, Hillsdale Township, commented on the street improvement and special assessment guideline policy.

Dennis Wainscott, 34 Garden Street, commented that the 6% interest rate is high. But mentioned that residents could get home improvement loans through their financial institutions at a lower interest rate and pay the \$5000 off.

Ruth Brown, 45 Applerun Lane, (electronically) commented she was in favor for special assessments 10 years ago when she was on Council. She asked that there would be a maintenance plan included for the roads.

No other public comment Mayor Stockford closed podium at 8:16 p.m.

Motion by Council Member Stuchell, seconded by Council Member Vear to establish and approve the Special Assessment District 21-02 (Riverdale area). **Resolution #3445.**

Roll call:

|                         |     |
|-------------------------|-----|
| Council Member Sharp    | Aye |
| Council Member Stuchell | Aye |

|                          |     |
|--------------------------|-----|
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | No  |
| Council Member Socha     | No  |
| Council Member Briner    | No  |
| Council Member Vear      | Aye |
| Council Member Morrissey | Aye |

Motion passed 6-3.

C. Public Hearing: Special Assessment District 21-03

Mayor Stockford opened podium at 8:20 p.m.

With no public comment, Mayor Stockford closed podium at 8:21 p.m.

Mayor Stockford opened podium back up for resident at 8:22 p.m.

Brian Howland, 2 Elm Court, stated that he is not necessarily not in favor of the Special Assessment. Holland recognized the road is in bad shape and needs to be addressed but he isn't in favor of the 6% interest rate as he has a young growing family.

No other comment, Mayor Stockford closed podium at 8:25 p.m.

Council discussed the lack of feedback from residents in favor or against the special assessment in this proposed district (SAD 21-03).

Motion by Council Member Vear, seconded by Council Member Stuchell to establish and approve the Special Assessment District 21-03 (Elm Court area).

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Stuchell  | No  |
| Council Member Pratt     | No  |
| Council Member Zeiser    | No  |
| Mayor Stockford          | No  |
| Council Member Socha     | No  |
| Council Member Briner    | No  |
| Council Member Vear      | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | No  |

Motion failed 2-7.

**Old Business**

A. Councilman Socha's Constitutional Government Resolution with O & G Committee Review

Councilman Socha explained how the Operations and Governance committee discussed and modified the resolution.

Councilman Stuchell asked how the resolution was going to change anything in our government. He believed that it is a feel good resolution. Stuchell stated he took his oath seriously when he was sworn into Council and doesn't need to reaffirm that by this resolution.

Further Council discussion ensued on the resolution.

Motion by Council Member Socha, seconded by Council Member Morrissey to approve the City

Council Constitutional Government Resolution. **Resolution 3446.**

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |
| Council Member Briner    | Aye |
| Council Member Vear      | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | No  |
| Council Member Stuchell  | No  |

Motion passed 7-2.

New Business

- A. Grant Application Support for Funds from the Rural Business Development Grant Program (Resolution)

Motion by Council Member Vear, seconded by Council Member Socha to approve and support the Rural Business Development Grant application submittal. **Resolution 3447.**

Roll call:

|                          |     |
|--------------------------|-----|
| Council Member Briner    | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | Aye |
| Council Member Stuchell  | Aye |
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |
| Council Member Vear      | Aye |

Motion passed 9-0.

- B. Design/Build Contract: Award Bid for Transfer Station

Jake Hammel, DPS Director reported on the poor condition the transfer station is currently in he stated it is in need of much needed repair and construction.

Motion by Council Member Vear, seconded by Council Member Sharp to approve the transfer station design/build contract to Foulke Construction in the amount of 305,597.00 with an additional contingency amount of \$33,000.00.

Roll call:

|                          |     |
|--------------------------|-----|
| Mayor Stockford          | Aye |
| Council Member Socha     | Aye |
| Council Member Vear      | Aye |
| Council Member Morrissey | Aye |
| Council Member Sharp     | Aye |
| Council Member Stuchell  | Aye |
| Council Member Pratt     | Aye |
| Council Member Zeiser    | Aye |
| Council Member Briner    | No  |

Motion passed 8-1.



C. Amendment to Traffic Control Order 1989-10 (Resolution)

Police Chief Hephner reported that TCO 1989-10 needs amended and a new resolution approved to remove signage for the Mauck School diagram A from the Traffic Control Order as it is no longer utilized as a school.

Motion by Council Member Socha, seconded by Council Member Briner to amend Traffic Control Order 1989-10 to remove Mauck School from the order and remove proper signage. **Resolution 3443.**

By a voice vote, the motion passed unanimously.

**Miscellaneous Reports**

- A. Proclamation – None
- B. Appointments—None
- C. Other – None

**General Public Comment**

Jack McLain, Hillsdale County, commented on the neighborhood enhancement poverty program grant to help fix up residents houses and properties and asked where someone could get an application for it.

Sue Reed, 93 N. Norwood Avenue, presented code enforcement violations on 86 N. Norwood Avenue. Reed stated that her neighbor doesn't follow rules and nothing has been done to stop him, she mentioned it is a safety hazard and is making property values go down in the neighborhood.

Dan Lambright, 89 N. Norwood Avenue commented on the blight issues in the city and agrees with Sue Reed as it has been an ongoing issue with the neighbor at 86 N. Norwood Avenue. He stated that enforcement should be looked into more to take care of the blight in the city.

Bonnie Tew, Finance Director stated she is retiring on March 26, 2021 after 29 years of service. She thanked Council and residents and stated it was a privilege and honor to serve the city. Tew mentioned she has seen a lot of good things over her 29 years. She stated she mentioned that she has worked with some great people and staff members.

Penny Swan, Ward 4, stated that at the TIFA meeting tomorrow morning CL Enterprises is going to ask for an extension on pay for the Keefer Hotel.

Roger Sparks, Hillsdale County, stated he is a contractor that redid the steps at city hall in 2010 and worked with Bonnie Tew on that project. He mentioned the steps need a coat of finish, he stated that he would like to contribute the coat of finish to the city and thanked Bonnie for her service.

Karla Adams, 60 W. St. Joe Street, commented that resolutions are important to have and spoke on the 2<sup>nd</sup> amendment and citizens rights.

**City Manager's Report**

Manager Mackie stated May 24 2021 will be opening day for baseball ages 8-14, 6 week season. Registrations will be out soon for a few adult programs through the Recreation department as well.

There is a Transportation Asset Management meeting on March 30<sup>th</sup>, 2021 from 9:00 a.m. to noon if council would like to attend electronically.

Manager Mackie thanked Eric Potes from the Rotary club on doing a running challenge that raised \$2000 for Sandy Beach project.

Manager Mackie thanked Bonnie Tew on her retirement and wished her well. There is a retirement celebration on March 26, 2021 from 1:00 p.m. until 3:00 p.m. in the Council Chambers.

Brush collection starts April 5, 2021.

The City is working with the American Legion on a summer celebration possibly located at the Owen Memorial park.

**Council Comments**

Council member Sharp, stated that there is a blight issue on Norwood Avenue, and we should enforce the rules. Council should get behind the Code Enforcement officer and back him and take care of the blight around the city.

Council member Morrisey, asked for more information on the Neighborhood Enhancement Grant Program.

Council member Zeiser, asked about enforcement on properties.

Council member Morrisey stated that he would like to see the blight and enforcement issues sent to Public Services Committee to review and come up with a report on how to address it.

Council member Socha stated that with the example of what Roger Sparks gave on philanthropy on the steps being refinished, he and his wife will be joining in and contributing the \$5000 to the Special Assessment for the roads.

Council member Morrisey, stated that he will join in on contributing to the Special Assessment for the roads as well. He also thanked Bonnie Tew for her service and would like to put a retirement resolution together for her.

Council member Sharp, thanked Bonnie Tew for her many years of service and he enjoyed working with her on the Finance committee.


**Adjournment**

Council Member Briner, seconded by Council Member Pratt moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 9:27 p.m.

  
Adam L. Stockford, Mayor

  
Katy Price, City Clerk



**Community Action Agency**  
PROMOTING SELF-SUFFICIENCY

BPU Monthly Report – February 2021

Total Number of Households Served = 2

Allocation – \$924.17

Revenue – None has credited to account

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Balance in Account - \$11,115.84

Thank you

Sherry Bernklau  
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Community Action Agency  
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