



City Council Agenda

February 21, 2022
7:00 p.m.

City Council Chambers
97 N. Broad Street
Hillsdale, MI 49242

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 - 1. City and BPU Claims of January 20, 2022: \$1,187,204.34
February 3, 2022: \$317,618.17
 - 2. Payroll of January 20, 2022: \$170,615.16
February 3, 2022: \$174,212.32
 - B. City Council Minutes of February 7, 2022
 - C. Library Minutes of January 13, 2022
 - D. Operations & Governance Committee Minutes of January 26, 2022
 - E. EDC Minutes of December 21, 2021
 - F. EDC Special Meeting Minutes of January 28, 2022
 - G. Shade Tree Commission Minutes of February 9, 2022
 - H. BPU: WTP Backwash Piping Replacement
 - I. 2022 Board of Review Schedule
 - J. Hillsdale College Right of Way, Use and Noise Variance (Taste of Manning)
- VI. Communications/Petitions**
 - A. County Commissioner Update: Doug Ingles
 - B. Comcast Programming Advisory Email
 - C. Assessing/Code Enforcement Questions
- VII. Introduction and Adoption of Ordinances/Public Hearing**
 - A. Public Hearing: Special Assessment District SAD 22-05 (Uran St)
 - B. Public Hearing: Special Assessment District SAD 22-06 (Morry St, Lynwood Blvd, Howell St)
- VIII. Old Business**
 - A.
- IX. New Business**
 - A.
- X. Miscellaneous Reports**

- A. Proclamations- None
- B. Reappointment- Chris Bahash – TIFA Board
- C. Other- None

XI. General Public Comment

XII. City Manager’s Report

XIII. Council Comment

XIV. Adjournment

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 01/20/2022 - 01/20/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	INSURANCE SERVICES AGREEMENT	VESTED RISK STRATEGIES INC	INSURANCE SERVICES AGREEMENT	311,629.00	103149
Total For Dept 000.000				311,629.00	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-801.000	2022 LICENSE	ASCAP	2022 LICENSE	390.00	103063
101-175.000-801.000	MUSIC LICENSE	BMI	MUSIC LICENSE	391.00	103066
101-175.000-810.000	PRIME MEMBERSHIP	AMAZON CAPITAL SERVICES, I	PRIME MEMBERSHIP	74.51	103060
101-175.000-955.106	MISC. - NEW YEAR'S EVE EVENT	HILLSDALE ELKS #1575	NYE BEVERAGE SERVICE	300.00	103098
101-175.000-955.106	RADIO ADS - NEW YEAR'E EVE EVENT	MCKIBBIN MEDIA GROUP	RADIO ADS - NEW YEAR'S EVE EVENT	350.00	103118
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,505.51	
Dept 209.000 ASSESSING DEPARTMENT					
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	ASSESSING DEPT OFFICE SUPPLIES	22.31	103074
101-209.000-861.000	TRAINING & SEMINARS	DONALD HERNANDEZ	BOARD OF REVIEW TRAINING	27.00	103079
101-209.000-861.000	TRAINING & SEMINARS	HILLSDALE CO EQUALIZATION	BOARD OF REVIEW TRAINING	30.00	103096
Total For Dept 209.000 ASSESSING DEPARTMENT				79.31	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	PUBLIC NOTICE ORD. 2021-03 ADOPTED	12.43	103101
Total For Dept 215.000 CITY CLERK DEPARTMENT				12.43	
Dept 219.000 FINANCE DEPARTMENT					
101-219.000-801.000	ACCOUNTING SERVICES - DEC 2021	THE WOODHILL GROUP	ACCOUNT SERVICES - DEC 2021	7,118.75	103143
Total For Dept 219.000 FINANCE DEPARTMENT				7,118.75	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	23.75	103095
101-265.000-801.000	MOP & BUFF DISPATCH OFFICE	EAST 2 WEST ENTERPRISES, I	MOP & BUFF DISPATCH OFFICE	40.00	103083
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	15.51	103146
101-265.000-957.000	SPECIAL ASSESSMENT - 280 WATERWO	CITY OF HILLSDALE	SPECIAL ASSESSMENT - 280 WATERWORK - 0C	174.74	103069
101-265.000-957.000	SPECIAL ASSESSMENT - DOTY RD - 3	JEFFERSON TOWNSHIP	SPECIAL ASSESSMENT - DOTY RD - 30-12-0C	21.83	103106
Total For Dept 265.000 BUILDING AND GROUNDS				275.83	
Dept 295.000 AIRPORT					
101-295.000-726.000	SNOW PLOW STAKES	AMAZON CAPITAL SERVICES, I	SNOW PLOW STAKES	121.00	103060
101-295.000-726.000	APPT BOOK, STORAGE BOXES	CURRENT OFFICE SOLUTIONS	APPT BOOK, STORAGE BOXES	60.64	103074
101-295.000-726.000	LED BULBS	GELZER & SON INC	LED BULBS	26.97	103091
101-295.000-925.000	INTERNET	DMCI BROADBAND, LLC	INTERNET	137.75	103078
101-295.000-930.000	OIL CHANGE FOR CAR/REPAIRS TO CU	PERFORMANCE AUTOMOTIVE	OIL CHANGE FOR CAR/REPAIRS TO CUB CABET	176.86	103129
101-295.000-930.000	REPAIRS TO ZERO TURN	SPRATT'S	REPAIRS TO ZERO TURN	45.50	103139
Total For Dept 295.000 AIRPORT				568.72	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-726.000	(1) BX 10X13 CLASP ENVELOPES	CURRENT OFFICE SOLUTIONS	(1) BX 10X13 CLASP ENVELOPES	15.37	103074
101-301.000-742.000	2022 EQUIPMENT ALLOWANCE/BOOTS,	CODY CRATSENBURG	2022 EQUIPMENT ALLOWANCE/BOOTS, BELT	183.89	103070
101-301.000-742.000	DUTY BELT/CHIEF HEPHNER	NYE UNIFORM COMPANY	DUTY BELT-BLACK BW/GOLD/CHIEF HEPHNER	125.00	103125
101-301.000-801.000	OIL CHANGE/TIRE ROTATION UNIT 2-	PARNEY'S CAR CARE	OIL CHANGE/TIRE ROTATION UNIT 2-3 (20 E	156.00	103127
101-301.000-801.000	NETWORK ACCESS FEE	VERIZON WIRELESS	NETWORK ACCESS FEE FOR IN-CAR MOBILE D	160.04	103148
101-301.000-810.000	MEMBERSHIP RENEWAL/S. HEPHNER	INTER ASSOC OF CHIEFS OF I	MEMBERSHIP RENEWAL ACTIVE DUES 01/01/22	190.00	103104
Total For Dept 301.000 POLICE DEPARTMENT				830.30	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-726.000	BUSINESS CARDS/D. POOLE	ARROW SWIFT PRINTING	BUSINESS CARDS/DAN POOLE	25.50	103062

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 336.000 FIRE DEPARTMENT					
101-336.000-726.000	WEEKLY PLANNER	CURRENT OFFICE SOLUTIONS	WEEKLY PLANNER	31.93	103074
101-336.000-726.000	(3) SM ADULT RESUS PACKS	EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES/GLOVES, INTERSURGICAL	583.30	103086
101-336.000-726.000	FREIGHT & HANDLING	KUSTOM SIGNALS, INC	VANTAGE BODY WORN VIDEO W/EXTENDED BATT	22.00	103112
101-336.000-726.000	PRINTED ACCOUNTABILITY TAGS/J. L	MY-LOR, INC.	PRINTED ALUMINUM ACCOUNTABILITY TAGS/JF	23.82	103122
101-336.000-726.000	SWIVEL MALE ELBOW/ENG 332	PERFORMANCE AUTOMOTIVE	SWIVEL MALE ELBOW/ENGINE 332	98.64	103129
101-336.000-810.000	2022 ASSOCIATION DUES	HILLSDALE CO FIREFIGHTER'S	2022 ASSOCIATION DUES	200.00	103097
101-336.000-930.000	TIRE DISMOUNT & MOUNT ON FRONT	NORM'S TIRE & SERVICE	(2) TIRES DISMOUNT & MOUNT ON FRONT OF	1,734.00	103124
101-336.000-955.221	PRE-EMPLOYMENT PHYSICAL/J. LUCE	HILLSDALE HOSPITAL	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN PAF	103.00	103099
Total For Dept 336.000 FIRE DEPARTMENT				2,822.19	
Dept 400.000 PLANNING DEPARTMENT					
101-400.000-726.000	SUPPLIES	GELZER & SON INC	CODE ENFORCEMENT - PADLOCKS, HASPS, TOC	18.58	103091
101-400.000-801.372	CONTRACTUAL SERVICES - CODE ENFO	GELZER & SON INC	CODE ENFORCEMENT - PADLOCKS, HASPS, TOC	12.98	103091
101-400.000-801.372	CONTRACTUAL SERVICES - CODE ENFO	LEE KAUFFMAN	NEP MSHDA GRANT REIMBURSEMENT 28 MCCLEI	6,000.00	103114
Total For Dept 400.000 PLANNING DEPARTMENT				6,031.56	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-726.000	POST ITS, MARKERS, PENS - DPS	AMAZON CAPITAL SERVICES, I	FRONT HOOD STRUTS, POST ITS, MARKERS, E	39.67	103060
101-441.000-726.000	FIRST AID SUPPLIES	CINTAS	FIRST AID SUPPLIES	36.12	103068
101-441.000-726.000	SAFETY HASP	GELZER & SON INC	SAFETY HASP	23.29	103091
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	4.75	103095
101-441.000-742.000	RUGS / UNIFORMS - DPS	UNIFIRST CORP	RUGS / UNIFORMS - DPS	32.55	103146
101-441.000-801.000	RUGS / UNIFORMS - DPS	UNIFIRST CORP	RUGS / UNIFORMS - DPS	28.34	103146
101-441.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	1-18.2022 VERIZON BILL	50.05	103148
101-441.000-955.441	MISCELLANEOUS - SHOE ALLOWANC	POWERS CLOTHING, INC.	COATS & BIBS - DPS & DART	367.96	103133
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				582.73	
Dept 756.000 PARKS					
101-756.000-726.000	ROUNDAABOUT, YIELD,STOP, STOP AHE	DORNBOS SIGN & SAFETY INC	ROUNDAABOUT, YIELD,STOP, STOP AHEAD SIGN	342.04	103081
Total For Dept 756.000 PARKS				342.04	
Total For Fund 101 GENERAL FUND				331,798.37	
Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CARD STOCK - DOCK SLIP REMINDERS	14.94	103074
Total For Dept 751.000 RECREATION DEPARTMENT				14.94	
Total For Fund 208 RECREATION FUND				14.94	
Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
Dept 174.000 ECONOMIC DEVELOPMENT					
244-174.000-801.000	CONTRACTUAL SERVICES	BIGGY COFFEE	EDC GC PAYMENT	350.00	103065
244-174.000-801.000	CONTRACTUAL SERVICES	COTTAGE INN PIZZA	EDC GC PAYMENT	290.00	103073
244-174.000-801.000	CONTRACTUAL SERVICES	EL CERRITO	EDC GC PAYMENT	500.00	103084
244-174.000-801.000	CONTRACTUAL SERVICES	HILLSDALE LANES& LANE 17 S	EDC GC PAYMENT FORM	300.00	103100
244-174.000-801.000	CONTRACTUAL SERVICES	IDENTITY SALON	EDC GC PAYMENT	100.00	103102
244-174.000-801.000	CONTRACTUAL SERVICES	JUST WHANT I KNEADED, LLC	EDC GC PAYMENT	100.00	103108
244-174.000-801.000	CONTRACTUAL SERVICES	MARKET HOUSE	EDC GC PAYMENT	300.00	103116
244-174.000-801.000	RADIO ADS - GIFT CARDS	MCKIBBIN MEDIA GROUP	RADIO ADS - GIFT CARDS	350.00	103118
244-174.000-801.000	CONTRACTUAL SERVICES	NEW WAVES SALON	EDC GC PAYMENT	50.00	103123
244-174.000-801.000	CONTRACTUAL SERVICES	PERFORMANCE AUTOMOTIVE	EDC GC PROGRAM PAYMENT	150.00	103129
244-174.000-801.000	CONTRACTUAL SERVICES	SALTY SHARK BOUTIQUE	EDC GC PAYMENT	300.00	103136

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Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
Dept 174.000 ECONOMIC DEVELOPMENT					
Total For Dept 174.000 ECONOMIC DEVELOPMENT				2,790.00	
Total For Fund 244 ECONOMIC DEVELOPMENT CORP FUND				2,790.00	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRAN	GELZER & SON INC	DAWN THEATER REHABILITATION	16.47	103091
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRAN	INSIGNIA GRAPHICS, INC.	DAWN THEATER REHABILITATION	4,358.22	103103
Total For Dept 900.000 CAPITAL OUTLAY				4,374.69	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				4,374.69	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	USB ETHERNET ADAPTER	AMAZON CAPITAL SERVICES,	1 USB ETHERNET ADAPTER	208.12	103060
271-790.000-726.000	BOOK SUPPLIES	DEMCO, INC	BOOK SUPPLIES	236.95	103077
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERV	COOLER RENTAL DEC 2021	27.00	103095
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULT	193.26	103064
Total For Dept 790.000 LIBRARY				665.33	
Total For Fund 271 LIBRARY FUND				665.33	
Fund 287 ARPA GRANT FUND					
Dept 900.000 CAPITAL OUTLAY					
287-900.000-970.000	CAPITAL OUTLAY	DEERE & COMPANY	JOHN DEERE 1575 TERRAIN CUT, FRONT BLAI	42,221.28	103075
Total For Dept 900.000 CAPITAL OUTLAY				42,221.28	
Total For Fund 287 ARPA GRANT FUND				42,221.28	
Fund 401 CAPITAL IMPROVEMENT FUND					
Dept 900.000 CAPITAL OUTLAY					
401-900.000-975.040	COMPREHENSIVE COMPUTER UPDATE	SONIT SYSTEMS, LLC	ANNUAL TREND MICRO ANTIVIRUS SUPPORT	1,318.00	103138
401-900.000-975.044	FACILITIES IMPROVEMENT	FOULKE CONSTRUCTION	TRANSFER STATION PMT #6	1,390.00	103089
Total For Dept 900.000 CAPITAL OUTLAY				2,708.00	
Total For Fund 401 CAPITAL IMPROVEMENT FUND				2,708.00	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	CONNECTOR 6-COND SECONDARY CLEAR	POWERLINE SUPPLY	CONNECTOR 6-COND SECONDARY CLEAR	17,001.25	103131
582-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	ANNUAL TREND MICRO ANTIVIRUS SUPPORT	659.00	103138
582-000.000-158.000-191006	VOLTAGE UPGRADE/12/12/21 - 01/08	SSOE	VOLTAGE UPGRADE/12/12/21 - 01/08/22	8,040.90	103140
582-000.000-158.000-201009	300 KVA PER QUOTE 84875-1	T & R ELECTRIC SUPPLY COM	PAD MOUNT 300 KVA	6,958.00	103141
582-000.000-202.100	4CCH	COMMUNITY ACTION AGENCY	UB REFUND FOR ACCOUNT: 014168- R RIMER	174.29	103072
582-000.000-202.100	6CCH	FRONTIER COMMUNICATIONS OF	UB refund for account: 030496	49.56	103090
582-000.000-202.100	4ENBK1	GEORGE, RANDALL L	UB refund for account: 035260	83.00	103092
582-000.000-202.100	4CCH	KOEHNKE, DEBORAH J	UB refund for account: 026383	119.92	103110
582-000.000-202.100	4CCH	KROA, TONYA L	UB refund for account: 022528	253.00	103111
582-000.000-202.100	4CCH	LEWIS, ALEXICE R	UB refund for account: 304455	71.00	103115
582-000.000-202.100	4CCH	TAYLOR, TODD & SHIRLEY	UB refund for account: 026503	29.00	103142
582-000.000-249.100	OPERATION ROUND-UP - DEC 2021	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - DEC 2021	2,561.25	103071
582-000.000-249.100	LIEAF-6099 DECEMBER 2021 P.A. 95	LARA - MI PUBLIC SERVICE (LIEAF-6099 DECEMBER 2021 P.A. 95	5,226.02	103113
Total For Dept 000.000				41,226.19	

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Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-726.000	NAME PLATE - D MACKIE	CURRENT OFFICE SOLUTIONS	NAME PLATE - D MACKIE	16.75	103074
582-175.000-726.000	INFRARED HEATER	GELZER & SON INC	INFRARED HEATER	70.00	103091
582-175.000-726.007-CVD-19	SUPPLIES - COVID 19	AMAZON CAPITAL SERVICES, I	MASKS	95.00	103060
582-175.000-801.000	PRINT & POSTAGE FOR BILLING	DELAWARE SYSTEMS	PRINT & POSTAGE FOR BILLING	1,337.38	103076
582-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	MONTHLY COLLECTIONS CHARGE	149.76	103126
582-175.000-801.000	MPPA DUES PORTION	MICHIGAN PUBLIC POWER AGEN	MPPA DUES PORTION	1,000.00	143
582-175.000-810.000	PRIME MEMBERSHIP	AMAZON CAPITAL SERVICES, I	PRIME MEMBERSHIP	37.26	103060
582-175.000-810.000	2022 MEMBERSHIP DUES	MMEA	2022 MEMBERSHIP DUES	15,813.00	103121
582-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	187.50	103118
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN	638.00	142
582-175.000-925.000	TELEPHONE	VERIZON WIRELESS	1-18.2022 VERIZON BILL	639.92	103148
582-175.000-930.000	12" COMMERCIAL DOOR	THE DOOR MAN	12" COMMERCIAL DOOR	600.00	103080
Total For Dept 175.000 ADMINISTRATIVE SERVICES				20,584.57	
Dept 543.000 PRODUCTION					
582-543.000-726.000	FAN MOTOR	CEM SUPPLY, INC	FAN MOTOR	875.97	103067
582-543.000-726.000	FIRST AID SUPPLIES	CINTAS	FIRST AID SUPPLIES	84.29	103068
582-543.000-726.000	WATER DELIVERY SERVICE/RENTAL CO	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE/RENTAL COOLER @	15.00	103095
582-543.000-739.000	PURCHASED POWER	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - DEC 2021	625,910.69	144
582-543.000-801.000	CHARGES FOR JANUARY 2022 - POWER	ACD	CHARGES FOR JANUARY 2022 - POWER PLANT	124.35	103058
582-543.000-801.000	70 W METAL HALIDE MEDIUM	AMERICAN COPPER AND BRASS,	70 W METAL HALIDE MEDIUM	62.91	103061
582-543.000-801.000	CATEGORY A FACILITY CHARGE	MICH DEPT OF ENVIRONMENTAI	CATEGORY A FACILITY CHARGE	10,818.00	103120
582-543.000-801.000	SERVICE - POWER PLANT	SAFETY SYSTEMS, INC	SERVICE - POWER PLANT	185.75	103135
582-543.000-930.000	HANDY BOX/OUTLET	GELZER & SON INC	HANDY BOX/OUTLET	4.77	103091
Total For Dept 543.000 PRODUCTION				638,081.73	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	BIFOCAL SAFETY SUNGLASSES	AMAZON CAPITAL SERVICES, I	BIFOCAL SAFETY SUNGLASSES	137.06	103060
582-544.000-726.800	HEX HEAD/MECH LUG	AMERICAN COPPER AND BRASS,	HEX HEAD/MECH LUG	13.27	103061
582-544.000-726.800	FELT SURF GUARD	GELZER & SON INC	FELT SURF GUARD	14.38	103091
582-544.000-730.000	LABOR/10 BOLT DIRECT MOUNT PUMP	ALTEC NUECO	LABOR/10 BOLT DIRECT MOUNT PUMP	1,053.69	103059
582-544.000-730.000	CLAMP EXTRA HD 600A RED/BLACK	FAMILY FARM & HOME	CLAMP EXTRA HD 600A RED/BLACK	12.99	103088
582-544.000-730.000	CONC AUTO WASH	GELZER & SON INC	CONC AUTO WASH	7.99	103091
582-544.000-730.000	LAWN MOWER BATTERY CABLE REPLACE	PERFORMANCE AUTOMOTIVE	LAWN MOWER BATTERY CABLE REPLACEMENT	1,513.55	103129
582-544.000-730.000	MISC REPAIRS ON 2017 CUMMINS	TRI COUNTY INT'L TRUCK INC	MISC REPAIRS ON 2017 CUMMINS	1,205.63	103144
582-544.000-801.300	TREE TRIMMING	WRIGHT TREE SERVICE	TREE TRIMMING	11,302.20	103150
582-544.000-930.000	DAMAGES OWED TO MICHIGAN GAS UTI	MARKOFF LAW PLLC	DAMAGES OWED TO MICHIGAN GAS UTILITIES	1,547.07	103117
Total For Dept 544.000 DISTRIBUTION				16,807.83	
Total For Fund 582 ELECTRIC FUND				716,700.32	
Fund 588 DIAL A RIDE					
Dept 588.000 DIAL-A-RIDE					
588-588.000-730.000	HOOD STRUTS LIFTS SUPPORTS	AMAZON CAPITAL SERVICES, I	FRONT HOOD STRUTS, POST ITS, MARKERS, I	25.99	103060
588-588.000-742.000	CLOTHING / UNIFORMS	POWERS CLOTHING, INC.	COATS & BIBS - DPS & DART	452.00	103133
588-588.000-905.000	DART ANNUAL APPLICATION NOTICE	HILLSDALE MEDIA GROUP	DART ANNUAL APPLICATION NOTICE	100.15	103101
Total For Dept 588.000 DIAL-A-RIDE				578.14	
Total For Fund 588 DIAL A RIDE				578.14	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	ANNUAL TREND MICRO ANTIVIRUS SUPPORT	329.50	103138

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Fund 590 SEWER FUND					
Dept 000.000					
Total For Dept 000.000				329.50	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-726.000	NAME PLATE - D MACKIE	CURRENT OFFICE SOLUTIONS	NAME PLATE - D MACKIE	8.37	103074
590-175.000-726.000	INFRARED HEATER	GELZER & SON INC	INFRARED HEATER	34.99	103091
590-175.000-726.007-CVD-19	SUPPLIES - COVID 19	AMAZON CAPITAL SERVICES, I	MASKS	47.50	103060
590-175.000-730.039	OIL/FILTER FOR FORD F-250 PLOW T	PERFORMANCE AUTOMOTIVE	OIL/FILTER FOR FORD F-250 PLOW TRUCK	58.55	103129
590-175.000-801.000	PRINT & POSTAGE FOR BILLING	DELAWARE SYSTEMS	PRINT & POSTAGE FOR BILLING	668.69	103076
590-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	MONTHLY COLLECTIONS CHARGE	74.88	103126
590-175.000-810.000	PRIME MEMBERSHIP	AMAZON CAPITAL SERVICES, I	PRIME MEMBERSHIP	18.63	103060
590-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	93.75	103118
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN	319.01	142
590-175.000-925.000	CHARGES FOR JANUARY 2022 - WASTE	ACD	CHARGES FOR JANUARY 2022 - WASTEWATER F	82.90	103058
590-175.000-925.000	TELEPHONE	VERIZON WIRELESS	1-18.2022 VERIZON BILL	164.62	103148
590-175.000-930.000	12" COMMERCIAL DOOR	THE DOOR MAN	12" COMMERCIAL DOOR	300.00	103080
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,871.89	
Dept 546.000 OPERATIONS					
590-546.000-801.000	AFFADAVIT FEE/DAILY NEWS	HILLSDALE MEDIA GROUP	AFFADAVIT FEE/DAILY NEWS	78.70	103101
590-546.000-861.000	PRINCIPLES OF BASIC CHEMISTRY, S	MICH DEPT OF ENVIRONMENTAI	PRINCIPLES OF BASIC CHEMISTRY, SESSIONS	180.00	103120
590-546.000-930.000	STONE/TRUCKING	DRY MAR TRUCKING & DIRTWOF	STONE/TRUCKING	264.76	103082
590-546.000-930.950	O-RINGS FROM #1 - #73	AMERICAN COPPER AND BRASS,	O-RINGS FROM #1 - #73	5.41	103061
Total For Dept 546.000 OPERATIONS				528.87	
Dept 547.000 TREATMENT					
590-547.000-801.000	BEF COMPLIANCE	MERIT LABORATORIES	BEF COMPLIANCE	1,337.75	103119
590-547.000-920.400	505161747 - 101 W GALLOWAY MN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	5,093.84	142
590-547.000-930.000	LEVEL LOCKING HOSE/ADAPTER/ELBOW	AMERICAN COPPER AND BRASS,	LEVEL LOCKING HOSE/ADAPTER/ELBOW	340.46	103061
590-547.000-930.000	KEYS	GELZER & SON INC	KEYS	2.29	103091
590-547.000-930.000	VAN STONE FLANGE/BUSHING	GRAINGER INDUSTRIAL SUPPLY	VAN STONE FLANGE/BUSHING	65.90	103093
590-547.000-930.000	FIELD SERVICE TECH ONSITE 9/21/2	KENNEDY INDUSTRIES	FIELD SERVICE TECH ONSITE 9/21/2021	787.50	103109
590-547.000-930.000	ULTRA RED GREASE	PERFORMANCE AUTOMOTIVE	ULTRA RED GREASE	20.52	103129
Total For Dept 547.000 TREATMENT				7,648.26	
Total For Fund 590 SEWER FUND				10,378.52	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	ANNUAL TREND MICRO ANTIVIRUS SUPPORT	329.50	103138
591-000.000-158.000-181005	FLANGE KIT FOR 1 1/2 & 2"	SLC METER LLC	FLANGE KIT FOR 1 1/2 & 2"	850.20	103137
Total For Dept 000.000				1,179.70	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-726.000	NAME PLATE - D MACKIE	CURRENT OFFICE SOLUTIONS	NAME PLATE - D MACKIE	8.37	103074
591-175.000-726.000	INFRARED HEATER	GELZER & SON INC	INFRARED HEATER	35.00	103091
591-175.000-726.007-CVD-19	SUPPLIES - COVID 19	AMAZON CAPITAL SERVICES, I	MASKS	47.49	103060
591-175.000-801.000	PRINT & POSTAGE FOR BILLING	DELAWARE SYSTEMS	PRINT & POSTAGE FOR BILLING	668.69	103076
591-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	MONTHLY COLLECTIONS CHARGE	74.88	103126
591-175.000-810.000	PRIME MEMBERSHIP	AMAZON CAPITAL SERVICES, I	PRIME MEMBERSHIP	18.63	103060
591-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	93.75	103118
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN	318.99	142
591-175.000-925.000	CHARGES FOR JANUARY 2022 - WATER	ACD	CHARGES FOR JANUARY 2022 - WATER TREAT	82.90	103058
591-175.000-925.000	TELEPHONE	VERIZON WIRELESS	1-18.2022 VERIZON BILL	164.88	103148

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Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-930.000	12" COMMERCIAL DOOR	THE DOOR MAN	12" COMMERCIAL DOOR	300.00	103080
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,813.58	
Dept 543.000 PRODUCTION					
591-543.000-930.000	NON-PREGRAM T-STAT HEAT	AMERICAN COPPER AND BRASS,	NON-PROGRAM T-STAT HEAT	48.35	103061
591-543.000-930.000	2 X 4 - 8' SONST. SPF	JONESVILLE LUMBER	2 X 4 - 8' SONST. SPF	18.40	103107
Total For Dept 543.000 PRODUCTION				66.75	
Dept 544.000 DISTRIBUTION					
591-544.000-726.800	SUPPLIES - OPERATIONS	ETNA	COPPERHORN	1,599.00	103087
591-544.000-861.000	CROSS CONNECTION COURSE	MICH DEPT OF ENVIRONMENTAL	CROSS CONNECTION COURSE	120.00	103120
591-544.000-930.000	HOSE PUMP KIT/BATTERY/WATER PUMP	AMAZON CAPITAL SERVICES,	HOSE PUMP KIT/BATTERY/WATER PUMP/MOUSE	1,621.77	103060
591-544.000-930.000	SQ POST BASE FOR B22/10 FT GREEN	AMERICAN COPPER AND BRASS,	SQ POST BASE FOR B22/10 FT GREEN 1 5/8	233.54	103061
591-544.000-930.000	R & R CURB HILLSDALE/HOWDER & LY	DRY MAR TRUCKING & DIRTWO	R & R CURB HILLSDALE/HOWDER & LYNWOOD	2,234.76	103082
591-544.000-930.990	14 GA PVC CTD-YELW UL/CS 500	AMERICAN COPPER AND BRASS,	14 GA PVC CTD-YELW UL/CS 500	78.62	103061
591-544.000-930.990	BRASS THD COUPLING LEAD FREE GS	ETNA	BRASS THD COUPLING LEAD FREE GS	4,087.00	103087
591-544.000-930.990	LEAD WATER SERVICE 2021 - 2023:	RJT CONSTRUCTION	LEAD WATER SERVICE 2021 - 2023: COMPLET	56,780.00	103134
Total For Dept 544.000 DISTRIBUTION				66,754.69	
Dept 545.000 PURIFICATION					
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	UNIVAR SOLUTIONS USA INC	SOD HYPO 12.5% LIQUICHLOR	877.24	103147
591-545.000-920.400	504558065 - 401 HILLSDALE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	566.08	142
591-545.000-930.000	PRIMER/CEMENT/PVC/FIP ADPT	AMERICAN COPPER AND BRASS,	PRIMER/CEMENT/PVC/FIP ADPT	300.16	103061
591-545.000-930.000	BUSHING	GELZER & SON INC	BUSHING	5.58	103091
Total For Dept 545.000 PURIFICATION				1,749.06	
Total For Fund 591 WATER FUND				71,563.78	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-111.000	23A SHOULDER GRAVEL	DRY MAR TRUCKING & DIRTWO	411 BURM MIX (23A GRAVEL)	845.27	103082
633-000.000-111.000	PEDESTRIAN ADVANCE (SYMBOL)	(30X PARRISH EXCAVATING, INC.	PEDESTRIAN SIGNS	273.40	103128
Total For Dept 000.000				1,118.67	
Total For Fund 633 PUBLIC SERVICES INV. FUND				1,118.67	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 444.000 MOBILE EQUIPMENT MAINTENANCE					
640-444.000-726.000	CABLE TIES	ELECTRICAL TERMINAL INC.	CABLE TIES	100.91	103085
640-444.000-730.000	SILICONE - #54	GELZER & SON INC	SILICONE #54	8.29	103091
640-444.000-730.000	ALTERNATOR & SPLINE SCREW - #54	GREENMARK EQUIPMENT	ALTERNATOR & SPLINE SCREW #54	411.84	103094
640-444.000-730.000	STROBE & BEACON LIGHTS	JACKSON TRUCK SERVICE INC	STROBE & BEACON LIGHTS	153.09	103105
640-444.000-730.000	AIR FILTERS & MOUNTING BRACKET	PERFORMANCE AUTOMOTIVE	AIR FILTER & MOUNTING BRACKET	453.24	103129
640-444.000-730.000	HYD MOTOR	TRUCK & TRAILER SPECIALTIF	HYD MOTOR - STOCK	393.59	103145
640-444.000-742.000	RUGS / UNIFORMS - DPS	UNIFIRST CORP	RUGS / UNIFORMS - DPS	6.52	103146
640-444.000-801.000	RUGS / UNIFORMS - DPS	UNIFIRST CORP	RUGS / UNIFORMS - DPS	19.82	103146
Total For Dept 444.000 MOBILE EQUIPMENT MAINTENANCE				1,547.30	
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				1,547.30	
Fund 663 FIRE VEHICLE & EQUIPMENT FUND					
Dept 336.000 FIRE DEPARTMENT					
663-336.000-970.000	VANTAGE BODY WORN VIDEO/FIRE DEP	KUSTOM SIGNALS, INC	VANTAGE BODY WORN VIDEO W/EXTENDED BATI	745.00	103112

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Fund 663 FIRE VEHICLE & EQUIPMENT FUND					
Dept 336.000 FIRE DEPARTMENT					
Total For Dept 336.000 FIRE DEPARTMENT				745.00	
Total For Fund 663 FIRE VEHICLE & EQUIPMENT FUND				745.00	
Total For All Funds:				1,187,204.34	
--- FUND TOTALS BY VENDOR ---					
Fund 101 GENERAL FUND					
0002	- UNIFIRST CORP			76.40	
0008	- ARROW SWIFT PRINTING			25.50	
0015	- CITY OF HILLSDALE			174.74	
0027	- GELZER & SON INC			81.82	
0033	- HILLSDALE HOSPITAL			103.00	
0034	- HILLSDALE MEDIA GROUP			12.43	
0035	- CURRENT OFFICE SOLUTIONS			130.25	
0088	- SPRATT'S			45.50	
0092	- NYE UNIFORM COMPANY			125.00	
0277	- NORM'S TIRE & SERVICE			1,734.00	
0961	- PERFORMANCE AUTOMOTIVE			275.50	
1164	- EMERGENCY MEDICAL PRODUCTS INC			583.30	
1299	- EAST 2 WEST ENTERPRISES, INC			40.00	
1485	- MY-LOR, INC.			23.82	
1772	- BMI			391.00	
1773	- ASCAP			390.00	
1873	- HILLSDALE CO EQUALIZATION			30.00	
1883	- HILLSDALE ELKS #1575			300.00	
2075	- VESTED RISK STRATEGIES INC			311,629.00	
2170	- DORNBOS SIGN & SAFETY INC			342.04	
2200	- DMCI BROADBAND, LLC			137.75	
2224	- HILLSDALE CO FIREFIGHTER'S ASSOC			200.00	
2225	- KUSTOM SIGNALS, INC			22.00	
2340	- JEFFERSON TOWNSHIP			21.83	
2412	- PARNEY'S CAR CARE			156.00	
2645	- POWERS CLOTHING, INC.			367.96	
2657	- INTER ASSOC OF CHIEFS OF POLIC			190.00	
2831	- VERIZON WIRELESS			210.09	
3248	- HEFFERNAN SOFT WATER SERVICE			28.50	
5503	- AMAZON CAPITAL SERVICES, INC			235.18	
6472	- THE WOODHILL GROUP			7,118.75	
6476	- LEE KAUFFMAN			6,000.00	
CINTAS	- CINTAS			36.12	
CODY	- CODY CRATSENBURG			183.89	
MISC	- MISC VENDOR			27.00	
MMG	- MCKIBBIN MEDIA GROUP			350.00	
TOTAL FUND 101 GENERAL FUND				331,798.37	
Fund 208 RECREATION FUND					
0035	- CURRENT OFFICE SOLUTIONS			14.94	
TOTAL FUND 208 RECREATION FUND				14.94	
Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
0164	- MARKET HOUSE			300.00	
0961	- PERFORMANCE AUTOMOTIVE			150.00	
3652	- COTTAGE INN PIZZA			290.00	
6492	- HILLSDALE LANES& LANE 17 SPORTS BAR			300.00	
6494	- SALTY SHARK BOUTIQUE			300.00	
6495	- JUST WHANT I KNEADED, LLC			100.00	

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		6496	- NEW WAVES SALON	50.00	
		BIGGY COFF	- BIGGY COFFEE	350.00	
		EL CERRITO	- EL CERRITO	500.00	
		IDENTITY	- IDENTITY SALON	100.00	
		MMG	- MCKIBBIN MEDIA GROUP	350.00	
		TOTAL FUND 244	ECONOMIC DEVELOPMENT CORP	<u>2,790.00</u>	
		Fund 247	TAX INCREMENT FINANCE ATH.		
		0027	- GELZER & SON INC	16.47	
		6493	- INSIGNIA GRAPHICS, INC.	4,358.22	
		TOTAL FUND 247	TAX INCREMENT FINANCE ATH.	<u>4,374.69</u>	
		Fund 271	LIBRARY FUND		
		0011	- BAKER & TAYLOR COMPANY	193.26	
		3248	- HEFFERNAN SOFT WATER SERVICE	27.00	
		3327	- DEMCO, INC	236.95	
		5503	- AMAZON CAPITAL SERVICES, INC	208.12	
		TOTAL FUND 271	LIBRARY FUND	<u>665.33</u>	
		Fund 287	ARPA GRANT FUND		
		DEERE & CO	- DEERE & COMPANY	42,221.28	
		TOTAL FUND 287	ARPA GRANT FUND	<u>42,221.28</u>	
		Fund 401	CAPITAL IMPROVEMENT FUND		
		5531	- SONIT SYSTEMS, LLC	1,318.00	
		FOULKE CON	- FOULKE CONSTRUCTION	1,390.00	
		TOTAL FUND 401	CAPITAL IMPROVEMENT FUND	<u>2,708.00</u>	
		Fund 582	ELECTRIC FUND		
		0027	- GELZER & SON INC	97.14	
		0035	- CURRENT OFFICE SOLUTIONS	16.75	
		0081	- MICH GAS UTILITIES	638.00	
		0345	- CEM SUPPLY, INC	875.97	
		0961	- PERFORMANCE AUTOMOTIVE	1,513.55	
		1216	- THE DOOR MAN	600.00	
		2432	- AMERICAN COPPER AND BRASS, LLC	76.18	
		2744	- TRI COUNTY INT'L TRUCK INC	1,205.63	
		2831	- VERIZON WIRELESS	639.92	
		3248	- HEFFERNAN SOFT WATER SERVICE	15.00	
		3524	- ALTEC NUECO	1,053.69	
		3549	- MICH DEPT OF ENVIRONMENTAL	10,818.00	
		5503	- AMAZON CAPITAL SERVICES, INC	269.32	
		5531	- SONIT SYSTEMS, LLC	659.00	
		6498	- MARKOFF LAW PLLC	1,547.07	
		ACD	- ACD	124.35	
		CAA	- COMMUNITY ACTION AGENCY	2,561.25	
		CINTAS	- CINTAS	84.29	
		DELA	- DELAWARE SYSTEMS	1,337.38	
		FAMILY	- FAMILY FARM & HOME	12.99	
		LARA	- LARA - MI PUBLIC SERVICE COMMISSION	5,226.02	
		MISC	- MISC VENDOR	779.77	
		MMEA	- MMEA	15,813.00	
		MMG	- MCKIBBIN MEDIA GROUP	187.50	
		MPPA	- MICHIGAN PUBLIC POWER AGENCY	1,000.00	
		MSCPA	- MICHIGAN SOUTH CENTRAL POWER AGENCY	625,910.69	
		ONLINE	- ONLINE INFORMATION SERVICES	149.76	
		POWER	- POWERLINE SUPPLY	17,001.25	
		SAFETY	- SAFETY SYSTEMS, INC	185.75	
		SSEO	- SSEO	8,040.90	

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	T & R	- T & R ELECTRIC SUPPLY COMPANY INC		6,958.00	
	WRIGHT	- WRIGHT TREE SERVICE		11,302.20	
	TOTAL FUND 582	ELECTRIC FUND		<u>716,700.32</u>	
	Fund 588	DIAL A RIDE			
	0034	- HILLSDALE MEDIA GROUP		100.15	
	2645	- POWERS CLOTHING, INC.		452.00	
	5503	- AMAZON CAPITAL SERVICES, INC		25.99	
	TOTAL FUND 588	DIAL A RIDE		<u>578.14</u>	
	Fund 590	SEWER FUND			
	0027	- GELZER & SON INC		37.28	
	0034	- HILLSDALE MEDIA GROUP		78.70	
	0035	- CURRENT OFFICE SOLUTIONS		8.37	
	0081	- MICH GAS UTILITIES		5,412.85	
	0961	- PERFORMANCE AUTOMOTIVE		79.07	
	1216	- THE DOOR MAN		300.00	
	2432	- AMERICAN COPPER AND BRASS, LLC		345.87	
	2831	- VERIZON WIRELESS		164.62	
	3549	- MICH DEPT OF ENVIRONMENTAL		180.00	
	5503	- AMAZON CAPITAL SERVICES, INC		66.13	
	5531	- SONIT SYSTEMS, LLC		329.50	
	ACD	- ACD		82.90	
	DELA	- DELAWARE SYSTEMS		668.69	
	DRY MAR TR	- DRY MAR TRUCKING & DIRTWORKS		264.76	
	GRAINGER	- GRAINGER INDUSTRIAL SUPPLY		65.90	
	KENNEDY	- KENNEDY INDUSTRIES		787.50	
	MERIT LAB	- MERIT LABORATORIES		1,337.75	
	MMG	- MCKIBBIN MEDIA GROUP		93.75	
	ONLINE	- ONLINE INFORMATION SERVICES		74.88	
	TOTAL FUND 590	SEWER FUND		<u>10,378.52</u>	
	Fund 591	WATER FUND			
	0027	- GELZER & SON INC		40.58	
	0035	- CURRENT OFFICE SOLUTIONS		8.37	
	0081	- MICH GAS UTILITIES		885.07	
	1216	- THE DOOR MAN		300.00	
	2326	- JONESVILLE LUMBER		18.40	
	2432	- AMERICAN COPPER AND BRASS, LLC		660.67	
	2831	- VERIZON WIRELESS		164.88	
	3549	- MICH DEPT OF ENVIRONMENTAL		120.00	
	5503	- AMAZON CAPITAL SERVICES, INC		1,687.89	
	5531	- SONIT SYSTEMS, LLC		329.50	
	ACD	- ACD		82.90	
	DELA	- DELAWARE SYSTEMS		668.69	
	DRY MAR TR	- DRY MAR TRUCKING & DIRTWORKS		2,234.76	
	ETNA	- ETNA		5,686.00	
	MMG	- MCKIBBIN MEDIA GROUP		93.75	
	ONLINE	- ONLINE INFORMATION SERVICES		74.88	
	RJT	- RJT CONSTRUCTION		56,780.00	
	SLC	- SLC METER LLC		850.20	
	UNIVAR	- UNIVAR SOLUTIONS USA INC		877.24	
	TOTAL FUND 591	WATER FUND		<u>71,563.78</u>	
	Fund 633	PUBLIC SERVICES INV. FUND			
	3121	- PARRISH EXCAVATING, INC.		273.40	
	DRY MAR TR	- DRY MAR TRUCKING & DIRTWORKS		845.27	
	TOTAL FUND 633	PUBLIC SERVICES INV. FUND		<u>1,118.67</u>	

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		Fund 640	REVOLVING MOBILE EQUIP. FUND		
		0002	- UNIFIRST CORP	26.34	
		0027	- GELZER & SON INC	8.29	
		0086	- JACKSON TRUCK SERVICE INC	153.09	
		0442	- TRUCK & TRAILER SPECIALTIES	393.59	
		0961	- PERFORMANCE AUTOMOTIVE	453.24	
		2132	- GREENMARK EQUIPMENT	411.84	
		3097	- ELECTRICAL TERMINAL INC.	100.91	
		TOTAL FUND 640	REVOLVING MOBILE EQUIP. FU	<u>1,547.30</u>	
		Fund 663	FIRE VEHICLE & EQUIPMENT FUND		
		2225	- KUSTOM SIGNALS, INC	745.00	
		TOTAL FUND 663	FIRE VEHICLE & EQUIPMENT F	<u>745.00</u>	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	CYBER INSURANCE	VESTED RISK STRATEGIES INC	CYBER INSURANCE	4,102.03	103228
101-000.000-228.003	DUE TO MMERS-RETIREMENT CONT.	MERS	RETIREMENT CONTRIBUTIONS - 300101	14,660.50	150
101-000.000-249.999	27 MEAD DEMO REFUND	ELAH HOLDINGS, LLC	27 MEAD DEMO REFUND	13,117.00	103177
Total For Dept 000.000				31,879.53	
Dept 172.000 CITY MANAGER					
101-172.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
101-172.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-172.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	488.24	152
101-172.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
101-172.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,586.30	150
101-172.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	38.47	145
101-172.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	76.94	153
Total For Dept 172.000 CITY MANAGER				2,336.52	
Dept 173.000 HUMAN RESOURCES					
101-173.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
101-173.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-173.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,464.72	152
101-173.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
101-173.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	28.85	145
101-173.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	57.70	153
101-173.000-726.000	W-2 FORMS	CURRENT OFFICE SOLUTIONS	W-2 FORMS	41.15	103170
101-173.000-726.000	W-2 FORMS	PRINTING SYSTEMS, INC	W-2 FORMS	31.54	103208
Total For Dept 173.000 HUMAN RESOURCES				1,770.53	
Dept 174.000 ECONOMIC DEVELOPMENT					
101-174.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
101-174.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
101-174.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	585.13	150
101-174.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.00	145
101-174.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.00	153
Total For Dept 174.000 ECONOMIC DEVELOPMENT				681.85	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-801.000	CONTRACTUAL SERVICES	SONIT SYSTEMS, LLC	VIPRE EMAIL SECURITY 2022 CITY	780.00	103217
101-175.000-850.000	CYBER INSURANCE	VESTED RISK STRATEGIES INC	CYBER INSURANCE	4,102.03	103228
101-175.000-955.106	MISC. - NEW YEAR'S EVE EVENT	THOMAS ALLEN MCNAIR	NYE PORTA JOHN RENTAL FEE	215.00	103195
Total For Dept 175.000 ADMINISTRATIVE SERVICES				5,097.03	
Dept 209.000 ASSESSING DEPARTMENT					
101-209.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	145
101-209.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	28.24	148
101-209.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	488.24	152
101-209.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	64.96	153
101-209.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	959.72	150
101-209.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	47.26	145
101-209.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	94.52	153
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES 2ND FLOOR CITY HALL	109.46	103170
101-209.000-801.000	COMM DEV SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	1,282.00	103163
Total For Dept 209.000 ASSESSING DEPARTMENT				3,106.88	
Dept 215.000 CITY CLERK DEPARTMENT					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	145
101-215.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	(DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-215.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,464.72	152
101-215.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	32.48	153
101-215.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	508.96	150
101-215.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.53	145
101-215.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	33.06	153
101-215.000-726.000	SUPPLIES	WALMART COMMUNITY	SUPPLIES	38.85	103229
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED	PAPER SHREDDING SERVICE	167.95	103151
Total For Dept 215.000 CITY CLERK DEPARTMENT				2,376.64	
Dept 219.000 FINANCE DEPARTMENT					
101-219.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	145
101-219.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	(DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-219.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,464.72	152
101-219.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	32.48	153
101-219.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	21.64	145
101-219.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	43.28	153
Total For Dept 219.000 FINANCE DEPARTMENT				1,676.21	
Dept 253.000 CITY TREASURER					
101-253.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	126.00	150
101-253.000-726.000	PRINTER DRUM - TREASURER	CURRENT OFFICE SOLUTIONS	PRINTER DRUM - TREASURER	102.52	103170
101-253.000-801.000	SPEC ASSESS & DPPT SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	887.00	103163
Total For Dept 253.000 CITY TREASURER				1,115.52	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	28.50	103188
101-265.000-801.000	JAN 2022 CITY HALL CLEANING	EAST 2 WEST ENTERPRISES, 1	JAN 2022 CITY HALL CLEANING	650.00	103176
101-265.000-801.000	QUARTERLY ELEVATOR MAINTENANCE	SCHINDLER ELEVATOR CORPOR	QUARTERLY ELEVATOR MAINTENANCE	663.51	103213
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	46.53	103224
101-265.000-920.000	505431439 - 22 N MANNING - MITCH	MICH GAS UTILITIES	NATURAL GAS UTILITIES - 22 N MANNING	1,491.79	151
Total For Dept 265.000 BUILDING AND GROUNDS				2,880.33	
Dept 276.000 CEMETERIES					
101-276.000-801.000	JANURARY PORTA JOHN RENTAL - OG	THOMAS ALLEN MCNAIR	JANUARY PORTA JOHN RENTAL - OAK GROVE C	115.00	103195
Total For Dept 276.000 CEMETERIES				115.00	
Dept 295.000 AIRPORT					
101-295.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	145
101-295.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	(DENTAL & VISION INSURANCE GROUP 0070034	(111.76)	148
101-295.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	153
101-295.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.49	145
101-295.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	19.05	153
101-295.000-726.000	LED BULBS	GELZER & SON INC	LED BULBS	13.47	103184
101-295.000-726.000	WATER - AIRPORT	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	9.50	103188
101-295.000-726.000	CUPS, SODA, PAPER TOWEL, ICE	MARKET HOUSE	CUPS, SODA, PAPER TOWEL, ICE	75.96	103197
101-295.000-801.000	PHYSICAL - V. HOPKINS	HILLSDALE HOSPITAL	PHYSICAL - V. HOPKINS	206.00	103189
101-295.000-801.000	AWOS CONTRACT	STATE OF MICHIGAN	AWOS CONTRACT	725.26	103220
101-295.000-801.000	POS PAYMENT PROCESS EQUIP RENTAL	AVFUEL CORP	POS PAYMENT PROCESS EQUIP RENTAL	970.00	147
101-295.000-810.000	AIR NAV SERVICES	CARD SERVICES CENTER	G. MOORE CREDIT CARD	57.00	149
101-295.000-920.000	PROPANE FOR AIRPORT	SPRATT'S	PROPAANE FOR AIRPORT	1,732.42	103218
101-295.000-925.000	FEB 2022 INTERNET - AIRPORT	DMCI BROADBAND, LLC	FEB 2022 INTERNET - AIRPORT	137.75	103173

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Fund 101 GENERAL FUND					
Dept 295.000 AIRPORT					
101-295.000-930.000	BALLAST FOR ROTATING BEACON	AMERICAN COPPER AND BRASS,	BALLAST FOR ROTATING BEACON	135.60	103154
Total For Dept 295.000 AIRPORT				4,019.22	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	276.08	145
101-301.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	1,065.16	148
101-301.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	18,064.90	152
101-301.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	552.16	153
101-301.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	27,309.73	150
101-301.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	362.84	145
101-301.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	725.68	153
101-301.000-726.000	SHIPPING & HANDLING	GALL'S, INC	CLIP-ON BADGE HOLDER (2021 EQUIPMENT F	8.95	103183
101-301.000-726.000	LIGHT UP PARADE SUPPLIES	GELZER & SON INC	ROPE LIGHT, EXTENSION CORD, TAPE, LIGHI	98.48	103184
101-301.000-726.000	NX-3200 PORTABLE BATTERIES	RAYLECOM COMMUNICATIONS LIN	NX-3200 PORTABLE RADIO BATTERIES CHIEF/	253.96	103210
101-301.000-740.301	FUEL AND LUBRICANTS-POLICE	WATKINS OIL COMPANY	JANUARY FLEET FUEL	2,320.06	103231
101-301.000-742.000	CLIP-ON BADGE HOLDER	GALL'S, INC	CLIP-ON BADGE HOLDER (2021 EQUIPMENT F	23.80	103183
101-301.000-862.000	REFUND HOTEL CHARGES	CARD SERVICES CENTER	S. HEPHNER CREDIT CARD	(32.40)	149
Total For Dept 301.000 POLICE DEPARTMENT				51,029.40	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	97.44	145
101-336.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	252.18	148
101-336.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	5,378.01	152
101-336.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	194.88	153
101-336.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	4,801.91	150
101-336.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	116.34	145
101-336.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	232.68	153
101-336.000-726.000	PULSE OXIMETER SYSTEM	EMERGENCY MEDICAL PRODUCT\$	PULSE OXIMETER SYSTEM	699.99	103178
101-336.000-726.000	TUNE UP GREASE	PERFORMANCE AUTOMOTIVE	PERMATEX DIELECTRIC TUNE UP GREASE	4.09	103205
101-336.000-730.000	BRAKE LIGHT BULB/ENG 333	PERFORMANCE AUTOMOTIVE	BRAKE LIGHT BULB-ULTINON LED RED/ENGINE	24.69	103205
101-336.000-740.000	FUEL AND LUBRICANTS-FIRE	WATKINS OIL COMPANY	JANUARY FLEET FUEL	677.47	103231
101-336.000-801.000	STANDARD FIRE INCIDENT MODULE	ESO SOLUTIONS	ANNUAL SUPPORT FOR FIREHOUSE STANDARD F	254.62	103180
101-336.000-810.000	NFPA MEMBERSHIP	CARD SERVICES CENTER	S. HEPHNER CREDIT CARD	175.00	149
101-336.000-920.000	502806085 - 77 E CARLETON - FIRE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 77 E CARLETON	574.90	151
101-336.000-930.000	LBR DISMOUNT & MOUNT 4 TIRES ENG	NORM'S TIRE & SERVICE	FOUR (4) TIRES DISMOUNT & MOUNT ON REAF	2,785.00	103201
Total For Dept 336.000 FIRE DEPARTMENT				16,269.20	
Dept 400.000 PLANNING DEPARTMENT					
101-400.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
101-400.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-400.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,464.72	152
101-400.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
101-400.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	668.67	150
101-400.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	19.23	145
101-400.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	38.46	153
Total For Dept 400.000 PLANNING DEPARTMENT				2,337.65	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	162.40	145
101-441.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	154.32	148
101-441.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,171.78	152
101-441.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	324.80	153
101-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,810.76	150

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Fund 101 GENERAL FUND					
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	188.73	145
101-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	377.46	153
101-441.000-726.000	MECHANICAL PENCILS - DPS	AMAZON CAPITAL SERVICES,	MECHANICAL PENCILS -DPS	42.60	103153
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV\	WATER DELIVERY SERVICE	4.75	103188
101-441.000-726.000	12 PROGAM 2 BUTTON REMOTES (DPS	WATKINS FENCE	12 PROGAM 2 BUTTON REMOTES (DPS & STOCK	210.00	103230
101-441.000-742.000	RUS/UNIFORMS - DPS	UNIFIRST CORP	RUS/UNIFORMS - DPS	97.77	103224
101-441.000-801.000	INVENTORY MGT SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	353.50	103163
101-441.000-801.000	RUS/UNIFORMS - DPS	UNIFIRST CORP	RUS/UNIFORMS - DPS	85.02	103224
101-441.000-810.000	ARBOR DAY MEMBERSHIP - STACHOWIC	ARBOR DAY FOUNDATION	ARBOR DAY MEMBERSHIP - STACHOWICZ	15.00	103157
101-441.000-810.000	PESTICIDE COMMERCIAL CERTIFICATI	STATE OF MICHIGAN	PESTICIDE COMMERCIAL CERTIFICATION RENE	75.00	103219
101-441.000-810.000	IMSA RENEWAL FEES - JASON BLAKE	CARD SERVICES CENTER	J. HAMMEL CREDIT CARD	100.00	149
101-441.000-920.000	505153845 - 149 WATERWORKS - DPS	MICH GAS UTILITIES	NATURAL GAS UTILITY - 149 WATERWORKS	163.68	151
101-441.000-955.588	PRE-EMPLOYMENT & PHSICAL - TEAL	HILLSDALE HOSPITAL	PRE-EMPLOYMENT & PHSICAL - A. TEAL-DPS	127.00	103189
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				5,464.57	
Dept 447.000 ENGINEERING SERVICES					
101-447.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
101-447.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	97.85	148
101-447.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	488.24	152
101-447.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
101-447.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	38.47	145
101-447.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	76.94	153
Total For Dept 447.000 ENGINEERING SERVICES				750.22	
Dept 756.000 PARKS					
101-756.000-726.000	12 PROGAM 2 BUTTON REMOTES (DPS	WATKINS FENCE	12 PROGAM 2 BUTTON REMOTES (DPS & STOCK	210.00	103230
101-756.000-930.000	10X4 ASSM PINE DECK	BERLIN HOLDINGS LLC	10X4 ASSM PINE DECK - STORM DAMAGED	1,031.72	103152
101-756.000-930.000	RPL FOD GATE ROLLERS	WATKINS FENCE	RPL FOD GATE ROLLERS	200.00	103230
Total For Dept 756.000 PARKS				1,441.72	
Total For Fund 101 GENERAL FUND				134,348.02	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 480.000 DRAINAGE					
202-480.000-801.000	TREE REMOVAL - MILL POND DAM	LONSBERY, JEFFREY	TREE REMOVAL - MILL POND DAM	250.00	103167
Total For Dept 480.000 DRAINAGE				250.00	
Dept 490.500 TRUNKLINE TRAFFIC					
202-490.500-726.000	FASTENERS & ANCHORS - T/L SHERIF	GELZER & SON INC	FASTENERS & ANCHORS - T/L SHERIFF SIGNS	44.60	103184
Total For Dept 490.500 TRUNKLINE TRAFFIC				44.60	
Total For Fund 202 MAJOR ST./TRUNKLINE FUND				294.60	
Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
208-751.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	56.47	148
208-751.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	1,171.78	152
208-751.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
208-751.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	878.13	150
208-751.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	23.46	145
208-751.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	46.92	153
208-751.000-726.000	MAILING LABELS	WALMART COMMUNITY	MAILING LABELS	9.24	103229

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Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-726.000	PIZZA FOR REF'S	CARD SERVICES CENTER	M. LOREN CREDIT CARD	22.20	149
Total For Dept 751.000 RECREATION DEPARTMENT				2,256.92	
Total For Fund 208 RECREATION FUND				2,256.92	
Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
Dept 174.000 ECONOMIC DEVELOPMENT					
244-174.000-801.000	CONTRACTUAL SERVICES	SMALL TOWN SWEET BOUTIQUE	EDC GC PAYMENT	260.00	103215
244-174.000-801.000	CONTRACTUAL SERVICES	SMITH'S FLOWERS	EDC GC PAYMENT	90.00	103216
Total For Dept 174.000 ECONOMIC DEVELOPMENT				350.00	
Total For Fund 244 ECONOMIC DEVELOPMENT CORP FUND				350.00	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRAN	WATTERS' COLORS	DAWN THEATER REHABILITATION	1,000.00	103232
247-900.000-850.000	DAWN THEATER BLDG RISK INSURNACE	AUTO OWNERS INSURANCE	DAWN THEATER BLDG RISK INSURNACE	7,454.00	103159
247-900.000-920.000	507035798 - 110 N BROAD - DAWN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 110 N BROAD	730.97	151
Total For Dept 900.000 CAPITAL OUTLAY				9,184.97	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				9,184.97	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		56.48	148
271-790.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	488.24	152
271-790.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
271-790.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	43.28	153
271-790.000-801.000	VIPRE SPAM FILTER & EMAIL CONTIN	SONIT SYSTEMS, LLC	VIPRE SPAM FILTER & EMAIL CONTINUITY -	156.00	103217
271-790.000-920.000	503691550 - 12 N MANNING - LIBRA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 12 N MANNING	830.54	151
271-790.000-930.000	FLAPPER CHAIN, LED CORN BULB, TR	AMERICAN COPPER AND BRASS,	FLAPPER CHAIN, LED CORN BULB, TRIP LEVE	172.61	103155
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	54.35	103160
Total For Dept 790.000 LIBRARY				1,833.98	
Total For Fund 271 LIBRARY FUND				1,833.98	
Fund 401 CAPITAL IMPROVEMENT FUND					
Dept 443.000 SIDEWALKS					
401-443.000-801.000	REMOVE/REPLACE SDWK & CURB @ 47	DUBOIS TRUCKING AND EXCAV\	REMOVE & REPLACE SIDEWALK & CURB AT 47	6,326.50	103175
Total For Dept 443.000 SIDEWALKS				6,326.50	
Dept 900.000 CAPITAL OUTLAY					
401-900.000-975.040	COMPREHENSIVE COMPUTER UPDATE	SONIT SYSTEMS, LLC	MAIN 48 PORT NETWORK SWITCH CITY NETWOF	1,516.00	103217
Total For Dept 900.000 CAPITAL OUTLAY				1,516.00	
Total For Fund 401 CAPITAL IMPROVEMENT FUND				7,842.50	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	JUNCTION - 3 POINT URD	POWERLINE SUPPLY	INVENTORY	1,195.84	103207
582-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	VIPRE EMAIL SECURITY 2022 BPU	296.40	103217
582-000.000-123.000	CYBER INSURANCE	VESTED RISK STRATEGIES INC	CYBER INSURANCE	4,102.03	103228
582-000.000-158.000-191006	13.2/7.62 4.16/2.4 DV 120/240	POWERLINE SUPPLY	POLE MOUNT TRANSFORMERS DUAL VOLTAGE	2,150.00	103207
582-000.000-158.000-201009	CONSTRUCTION WORK IN PROGRESS	CANNON TECHNOLOGIES INC	F16S CL200	4,039.20	103164

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Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-202.100	4CCH	BERNERO, RUTH I	UB refund for account: 026874	143.00	103161
582-000.000-202.100	4CCH	BONJERNOOR, ROSS W	UB refund for account: 013346	147.66	103162
582-000.000-202.100	4CCH	CORNWELL, JUDITH A	UB refund for account: 015726	37.04	103168
582-000.000-202.100	4CCH	DEXTER, KATHLEEN M	UB refund for account: 023159	109.18	103172
582-000.000-202.100	4PCA	ICESHAPER (HOMES, LLC)	UB refund for account: 021648	40.52	103191
582-000.000-202.100	4CCH	KENDELL, LARRY	UB refund for account: 021687	181.00	103193
582-000.000-202.100	4CCH	NAEGELE, JEFFREY J	UB refund for account: 030249	29.33	103200
582-000.000-202.100	4CCH	OLIVER, LAURIE A	UB refund for account: 025565	118.50	103202
582-000.000-202.100	4ENBK1	PEACOCK, RANDY T	UB refund for account: 026299	148.04	103204
582-000.000-202.100	4CCH	RUSSELL II, BURLEY W	UB refund for account: 030261	305.32	103212
582-000.000-202.100	6CCH	VANITY CAR WASH INC	UB refund for account: 020424	496.67	103227
Total For Dept 000.000				13,539.73	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	251.72	145
582-175.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	917.56	148
582-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	15,281.96	152
582-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	406.00	153
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	14,531.22	150
582-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	410.63	145
582-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	635.20	153
582-175.000-726.000	OSHA REG & STANDARDS JANUARY 202	AMAZON CAPITAL SERVICES, I	OSHA REG & STANDARDS JANUARY 2021 EDITI	39.42	103153
582-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	113.08	103170
582-175.000-726.000	SUPPLIES	KSS ENTERPRISES	VEHICLE WASH/WAX - ROLL TOWEL	143.34	103194
582-175.000-726.000	LYSOL WIPES, AIR FRESHENER, SPOO	MARKET HOUSE	LYSOL WIPES, AIR FRESHENER, SPOONS, PLF	29.19	103197
582-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER	7.00	103211
582-175.000-726.000	RAIN JACKET, POLE BAND	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	392.44	149
582-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	139.72	103170
582-175.000-801.000	CLEANING FOR JANUARY 2022	EAST 2 WEST ENTERPRISES, I	CLEANING FOR JANUARY 2022	195.00	103176
582-175.000-801.200	COMPUTER	AMAZON CAPITAL SERVICES, I	TECH SERVICES NEW MONITORS AND CABLE SF	382.53	103153
582-175.000-801.200	WORK ORDER SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	530.25	103163
582-175.000-801.200	COMPUTER	SONIT SYSTEMS, LLC	TECHNICAL SERVICES COMPUTER BJANES	3,219.25	103217
582-175.000-861.000	WORK LUNCH	CARD SERVICES CENTER	C. MCARTHUR CREDIT CARD	875.85	149
582-175.000-880.000	COMMUNITY PROMOTION	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS	25.00	103165
582-175.000-930.000	REPAIRS & MAINTENANCE	ANYTIME FIRE PROTECTION	INSPECT MAIN OFFICE AND TRUCKS	320.88	103156
582-175.000-930.000	REPAIRS & MAINTENANCE	GRIFFITHS MECHANICAL	PERFORM FULL SYSTEM EVALUATION	65.00	103187
Total For Dept 175.000 ADMINISTRATIVE SERVICES				38,912.24	
Dept 543.000 PRODUCTION					
582-543.000-920.400	504504154 - 201 WATERWORKS - PP	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS	2,179.39	151
582-543.000-930.060	CYLINDER HEAD/REPAIR FIRE DECK & WHEELER WORLD INC		CYLINDER HEAD/REPAIR FIRE DECK & GASKEI	5,053.14	103233
Total For Dept 543.000 PRODUCTION				7,232.53	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	SUPPLIES - OPERATIONS	AMERICAN COPPER AND BRASS,	ELBOW/COUPLING/BUSHING/LOCKNUT	121.35	103154
582-544.000-726.800	SUPPLIES - OPERATIONS	GELZER & SON INC	SQ U-BOLT X 2	12.58	103184
582-544.000-726.800	SUPPLIES - OPERATIONS	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	5.40	103188
582-544.000-726.800	SUPPLIES - OPERATIONS	PERFORMANCE AUTOMOTIVE	BENCH GRINDER	32.08	103205
582-544.000-726.800	SUPPLIES - OPERATIONS	POWERLINE SUPPLY	TESTING/INVENTORY	1,717.26	103207
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	CRONIN HILLSDALE	2012 RAM 5500 - CONVERTER EXHAUST	5,161.06	103169
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	FAMILY FARM & HOME	UNDERCOATING/60 GRIT/TRUCK COATING	96.20	103181
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	PARNEY'S CAR CARE	OIL CHANGE ON 18 RAM 2500 HD	39.50	103203
582-544.000-730.000	OIL DRY	PERFORMANCE AUTOMOTIVE	OIL DRY	457.66	103205

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 DISTRIBUTION					
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	SPRATT'S	STIHL CARB	55.49	103218
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	WHITE'S WELDING SERVICE	WELD REPAIR HYD TANK	293.00	103234
582-544.000-801.000	CONTRACTUAL SERVICES	MILSOFT	2-1-2022 MILSOFT DISPATCH SUPPORT	923.83	103226
582-544.000-801.300	TREE TRIMMING	WRIGHT TREE SERVICE	TREE TRIMMING	7,325.50	103235
Total For Dept 544.000 DISTRIBUTION				16,240.91	
Total For Fund 582 ELECTRIC FUND				75,925.41	
Fund 588 DIAL A RIDE					
Dept 588.000 DIAL-A-RIDE					
588-588.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	81.20	145
588-588.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	169.41	148
588-588.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	3,515.34	152
588-588.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	162.40	153
588-588.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	455.71	150
588-588.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	80.22	145
588-588.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	160.44	153
588-588.000-730.000	OIL CAP	PERFORMANCE AUTOMOTIVE	OIL CAP - DART #62	4.79	103205
588-588.000-730.000	OIL CAP	STILLWELL FORD MERCURY, INC	OIL CAP - DART BUS #62	9.04	103221
588-588.000-740.000	FUEL AND LUBRICANTS-DART	WATKINS OIL COMPANY	JANUARY FLEET FUEL	1,971.31	103231
588-588.000-801.000	MATS - DIAL-A-RIDE	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	83.50	103224
588-588.000-920.000	507035798 - 981 DEVELOPMENT DR	MICH GAS UTILITIES	NATURAL GAS UTILITY - 981 DEVELOPMENT	358.41	151
Total For Dept 588.000 DIAL-A-RIDE				7,051.77	
Total For Fund 588 DIAL A RIDE				7,051.77	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	VIPRE EMAIL SECURITY 2022 BPU	148.20	103217
590-000.000-123.000	CYBER INSURANCE	VESTED RISK STRATEGIES INC	CYBER INSURANCE	2,051.02	103228
590-000.000-202.100	SBK1	FONTANA, JOHN J	UB refund for account: 018327	67.76	103182
590-000.000-202.100	SCCH	ICESHAPER (HOMES, LLC)	UB refund for account: 021648	17.36	103191
Total For Dept 000.000				2,284.34	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	93.38	145
590-175.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	305.88	148
590-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	5,639.16	152
590-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	186.76	153
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	4,672.80	150
590-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	118.49	145
590-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	236.98	153
590-175.000-726.000	OSHA REG & STANDARDS JANUARY 202	AMAZON CAPITAL SERVICES, I	OSHA REG & STANDARDS JANUARY 2021 EDITI	19.71	103153
590-175.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS	28.50	103158
590-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	56.54	103170
590-175.000-726.000	LYSOL WIPES, AIR FRESHENER, SPOO	MARKET HOUSE	LYSOL WIPES, AIR FRESHENER, SPOONS, PLF	14.60	103197
590-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER	3.50	103211
590-175.000-726.000	OFFICE LUNCH	CARD SERVICES CENTER	C. MCARTHUR CREDIT CARD	24.12	149
590-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	69.86	103170
590-175.000-801.000	CLEANING FOR JANUARY 2022	EAST 2 WEST ENTERPRISES, I	CLEANING FOR JANUARY 2022	97.50	103176
590-175.000-801.200	COMPUTER	AMAZON CAPITAL SERVICES, I	TECH SERVICES NEW MONITORS AND CABLE SF	191.25	103153
590-175.000-801.200	INVENTORY MGT SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	265.12	103163
590-175.000-801.200	COMPUTER	SONIT SYSTEMS, LLC	TECHNICAL SERVICES COMPUTER BJANES	1,609.61	103217

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-880.000	COMMUNITY PROMOTION	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS	12.50	103165
590-175.000-930.000	REPAIRS & MAINTENANCE	ANYTIME FIRE PROTECTION	INSPECT MAIN OFFICE AND TRUCKS	160.44	103156
590-175.000-930.000	REPAIRS & MAINTENANCE	GRIFFITHS MECHANICAL	PERFORM FULL SYSTEM EVALUATION	32.00	103187
Total For Dept 175.000 ADMINISTRATIVE SERVICES				13,838.70	
Dept 546.000 OPERATIONS					
590-546.000-801.000	CONTRACTUAL SERVICES	MILSOFT	2-1-2022 MONTHLY IVR SUPPORT	128.58	103226
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS	GRAINGER INDUSTRIAL SUPPLY	PISTON AIR COMPRESSOR/OPEN POWER RELAY	861.87	103186
Total For Dept 546.000 OPERATIONS				990.45	
Dept 547.000 TREATMENT					
590-547.000-726.900	POTABLEWATR COLIFORM MICROBE	ENVIRONMENTAL RESOURCES AS	POTABLEWATR COLIFORM MICROBE	394.35	103179
590-547.000-726.900	SUPPLIES - LABORATORY	GELZER & SON INC	MINI BLINDS	22.47	103184
590-547.000-801.000	CONTRACTUAL SERVICES	GLOBAL ENVIRONMENTAL CONS	CHRONIC TOXICITY TEST	800.00	103185
590-547.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	MONTHLY L.L. MERCURY SAMPLES	280.00	103198
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND BRASS,	UNION PVC/BUSHING/WELD BALL	86.05	103154
590-547.000-930.000	REPAIRS & MAINTENANCE	FAMILY FARM & HOME	SPARK PLUG CHAMPION RJ19LM	3.99	103181
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	CMD HD EXT SRVC	39.78	103205
Total For Dept 547.000 TREATMENT				1,626.64	
Total For Fund 590 SEWER FUND				18,740.13	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-123.000	PREPAID EXPENSES	SONIT SYSTEMS, LLC	VIPRE EMAIL SECURITY 2022 BPU	148.20	103217
591-000.000-123.000	CYBER INSURANCE	VESTED RISK STRATEGIES INC	CYBER INSURANCE	2,051.02	103228
591-000.000-158.000-181005	CONSTRUCTION WORK IN PROGRESS	CANNON TECHNOLOGIES INC	RELAY W/POLE MOUNTING KIT	304.98	103164
591-000.000-158.000-181005	CONSTRUCTION WORK IN PROGRESS	SLC METER LLC	4" BADGER METER/SHIPPING	4,477.46	103214
591-000.000-202.100	WCCH	ICESHAPER (HOMES, LLC)	UB refund for account: 021648	11.56	103191
Total For Dept 000.000				6,993.22	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	93.38	145
591-175.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	305.85	148
591-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	6,127.40	152
591-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	186.76	153
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	4,254.98	150
591-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	118.47	145
591-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	236.94	153
591-175.000-726.000	OSHA REG & STANDARDS JANUARY 202	AMAZON CAPITAL SERVICES, I	OSHA REG & STANDARDS JANUARY 2021 EDITI	19.71	103153
591-175.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS	28.50	103158
591-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	56.53	103170
591-175.000-726.000	LYSOL WIPES, AIR FRESHENER, SPOO	MARKET HOUSE	LYSOL WIPES, AIR FRESHENER, SPOONS, PLF	14.59	103197
591-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER	3.50	103211
591-175.000-726.000	OFFICE LUNCH	CARD SERVICES CENTER	C. MCARTHUR CREDIT CARD	24.11	149
591-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/LEASE	69.86	103170
591-175.000-801.000	CLEANING FOR JANUARY 2022	EAST 2 WEST ENTERPRISES, I	CLEANING FOR JANUARY 2022	97.50	103176
591-175.000-801.000	CONTRACTUAL SERVICES	MILSOFT	2-1-2022 MONTHLY IVR SUPPORT	128.57	103226
591-175.000-801.200	COMPUTER	AMAZON CAPITAL SERVICES, I	TECH SERVICES NEW MONITORS AND CABLE SF	191.27	103153
591-175.000-801.200	WORK ORDER SYSTEM	BS&A SOFTWARE	INVENT MGT, WORK ORDER, SPEC ASSESS, CC	265.13	103163
591-175.000-801.200	COMPUTER	SONIT SYSTEMS, LLC	TECHNICAL SERVICES COMPUTER BJANES	1,609.60	103217
591-175.000-880.000	COMMUNITY PROMOTION	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS	12.50	103165
591-175.000-930.000	REPAIRS & MAINTENANCE	ANYTIME FIRE PROTECTION	INSPECT MAIN OFFICE AND TRUCKS	160.43	103156

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-930.000	REPAIRS & MAINTENANCE	GRIFFITHS MECHANICAL	PERFORM FULL SYSTEM EVALUATION	32.00	103187
591-175.000-957.000	SPECIAL ASSESSMENT - 411 HILLSDA	CITY OF HILLSDALE	SPECIAL ASSESSMENT - 411 HILLSDALE ST	178.48	103166
Total For Dept 175.000 ADMINISTRATIVE SERVICES				14,216.06	
Dept 543.000 PRODUCTION					
591-543.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND BRASS,	BREAKER/CONDUCTOR W/GRD	68.08	103154
Total For Dept 543.000 PRODUCTION				68.08	
Dept 544.000 DISTRIBUTION					
591-544.000-726.800	SUPPLIES - OPERATIONS	AMAZON CAPITAL SERVICES,	13M LEADCHECK SWABS	529.20	103153
591-544.000-740.000	FUEL AND LUBRICANTS	PERFORMANCE AUTOMOTIVE	ATC/ATO FUSE/DIESEL ADD. QT	13.98	103205
591-544.000-801.000	MCC2 YRS 07/21 - 06/23	HYDROCORP	MCC2 YRS 07/21 - 06/23	1,400.00	103190
591-544.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	DBP 2 WSSN 03170	282.00	103198
591-544.000-930.000	REPAIRS & MAINTENANCE	DRY MAR TRUCKING & DIRTWOF	5 YARDS PROCESS 22	50.00	103174
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	FASTENERS & ANCHORS	32.06	103184
591-544.000-930.990	REPAIRS & MAINTENANCE - LEAD SER	MICHIGAN PIPE & VALVE	4/6 FLG JT ACC SET KIT DUAL CUT-IN SLEE	6,086.90	103199
Total For Dept 544.000 DISTRIBUTION				8,394.14	
Dept 545.000 PURIFICATION					
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	UNIVAR SOLUTIONS USA INC	SOD HYPO 12.5% LIQUICHLOR	3,110.39	103225
Total For Dept 545.000 PURIFICATION				3,110.39	
Total For Fund 591 WATER FUND				32,781.89	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-111.000	SALT (TONS)	DETROIT SALT CO	ROCK SALT	10,911.07	103171
Total For Dept 000.000				10,911.07	
Total For Fund 633 PUBLIC SERVICES INV. FUND				10,911.07	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 444.000 MOBILE EQUIPMENT MAINTENANCE					
640-444.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	145
640-444.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD	(DENTAL & VISION INSURANCE GROUP 0070034	28.24	148
640-444.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	488.24	152
640-444.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	32.48	153
640-444.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	538.08	150
640-444.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	19.70	145
640-444.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	39.40	153
640-444.000-726.000	OIL DRY SAFE-T-SORB	FAMILY FARM & HOME	OIL DRY SAFE-T-SORB	31.96	103181
640-444.000-730.000	SERVICE L/S WELDED CLEVIS - BPU	JACKSON TRUCK SERVICE INC	SERVICE L/S WELDED CLEVIS - BPU OLD 39-	102.04	103192
640-444.000-730.000	MALE ELBOW, AB TUBING - STOCK/BP	PERFORMANCE AUTOMOTIVE	MALE ELBOW, AB TUBING - STOCK & BPU #39	230.48	103205
640-444.000-730.000	VALVE, ANTILOCK BRAKE SYSTEM AB	TRI COUNTY INT'L TRUCK INC	VALVE, ANTILOCK BRAKE SYSTEM AB - BPU 3	400.64	103223
640-444.000-740.000	PROGUARD AW 46 BULK OIL	LYDEN OIL COMPANY	PROGUARD AW 46 BULK OIL	1,463.90	103196
640-444.000-740.000	FUEL AND LUBRICANTS-DPS	WATKINS OIL COMPANY	JANUARY FLEET FUEL	3,168.39	103231
640-444.000-742.000	RUS/UNIFORMS - DPS	UNIFIRST CORP	RUS/UNIFORMS - DPS	26.56	103224
640-444.000-801.000	CYLINDER RENTAL	PURITY CYLINDER GASES, INC	CYLINDER RENTAL - DPS	61.33	103209
640-444.000-801.000	RUS/UNIFORMS - DPS	UNIFIRST CORP	RUS/UNIFORMS - DPS	59.46	103224
640-444.000-920.000	505153845 - 149 WATERWORKS - RME	MICH GAS UTILITIES	NATURAL GAS UTILITY - 149 WATERWORKS	491.07	151
Total For Dept 444.000 MOBILE EQUIPMENT MAINTENANCE				7,198.21	
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				7,198.21	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 663 FIRE VEHICLE & EQUIPMENT FUND					
Dept 336.000 FIRE DEPARTMENT					
663-336.000-970.000	MONO COUPLER COMPLETE REBUILD	TERRANCE J VOGEL	MONO COUPLER COMPLETE REBUILD DONATION	750.00	103222
Total For Dept 336.000 FIRE DEPARTMENT				750.00	
Total For Fund 663 FIRE VEHICLE & EQUIPMENT FUND				750.00	
Fund 699 DPS LEAVE AND BENEFITS FUND					
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
699-441.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	145
699-441.000-715.000	BLUE CROSS - DENTAL & VISION	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	449.83	148
699-441.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	7,030.66	152
699-441.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	153
699-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	564.62	150
699-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	18.29	145
699-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	36.58	153
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				8,148.70	
Total For Fund 699 DPS LEAVE AND BENEFITS FUND				8,148.70	
Total For All Funds:				317,618.17	

--- FUND TOTALS BY VENDOR ---

Fund	Vendor	Amount
Fund 101	GENERAL FUND	
0002	- UNIFIRST CORP	229.32
0027	- GELZER & SON INC	111.95
0033	- HILLSDALE HOSPITAL	333.00
0035	- CURRENT OFFICE SOLUTIONS	253.13
0061	- SCHINDLER ELEVATOR CORPORATION	663.51
0081	- MICH GAS UTILITIES	2,230.37
0088	- SPRATT'S	1,732.42
0100	- PRINTING SYSTEMS, INC	31.54
0164	- MARKET HOUSE	75.96
0277	- NORM'S TIRE & SERVICE	2,785.00
0360	- STATE OF MICHIGAN	75.00
0961	- PERFORMANCE AUTOMOTIVE	28.78
1164	- EMERGENCY MEDICAL PRODUCTS INC	699.99
1239	- SUN LIFE ASSURANCE COMPANY	4,797.34
1299	- EAST 2 WEST ENTERPRISES, INC	650.00
2013	- BLUE CROSS & BLUE SHIELD OF MI	1,975.24
2075	- VESTED RISK STRATEGIES INC	8,204.06
2158	- GALL'S, INC	32.75
2200	- DMCI BROADBAND, LLC	137.75
2278	- WATKINS OIL COMPANY	2,997.53
2359	- MERS	53,017.68
2413	- PRIORITY HEALTH	31,938.29
2432	- AMERICAN COPPER AND BRASS, LLC	135.60
2470	- ARBOR DAY FOUNDATION	15.00
2863	- THOMAS ALLEN MCNAIR	330.00
3076	- BS&A SOFTWARE	2,522.50
3104	- WALMART COMMUNITY	38.85
3248	- HEFFERNAN SOFT WATER SERVICE	42.75
3571	- STATE OF MICHIGAN	725.26
4110	- ESO SOLUTIONS	254.62
4151	- ACCUSHRED	167.95
4152	- WATKINS FENCE	620.00
5503	- AMAZON CAPITAL SERVICES, INC	42.60

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		5518	- AVFUEL CORP	970.00	
		5531	- SONIT SYSTEMS, LLC	780.00	
		ALUMI-SPAN	- BERLIN HOLDINGS LLC	1,031.72	
		MASTERCARD	- CARD SERVICES CENTER	299.60	
		MISC	- MISC VENDOR	13,117.00	
		RAYLECOM	- RAYLECOM COMMUNICATIONS LLC	253.96	
		TOTAL FUND 101	GENERAL FUND	134,348.02	
		Fund 202 MAJOR ST./TRUNKLINE FUND			
		0027	- GELZER & SON INC	44.60	
		COMPLETE T	- LONSBERRY, JEFFREY	250.00	
		TOTAL FUND 202	MAJOR ST./TRUNKLINE FUND	294.60	
		Fund 208 RECREATION FUND			
		1239	- SUN LIFE ASSURANCE COMPANY	119.10	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	56.47	
		2359	- MERS	878.13	
		2413	- PRIORITY HEALTH	1,171.78	
		3104	- WALMART COMMUNITY	9.24	
		MASTERCARD	- CARD SERVICES CENTER	22.20	
		TOTAL FUND 208	RECREATION FUND	2,256.92	
		Fund 244 ECONOMIC DEVELOPMENT CORP FUND			
		0433	- SMITH'S FLOWERS	90.00	
		5508	- SMALL TOWN SWEET BOUTIQUE	260.00	
		TOTAL FUND 244	ECONOMIC DEVELOPMENT CORP	350.00	
		Fund 247 TAX INCREMENT FINANCE ATH.			
		0081	- MICH GAS UTILITIES	730.97	
		3233	- AUTO OWNERS INSURANCE	7,454.00	
		6474	- WATTERS' COLORS	1,000.00	
		TOTAL FUND 247	TAX INCREMENT FINANCE ATH.	9,184.97	
		Fund 271 LIBRARY FUND			
		0011	- BAKER & TAYLOR COMPANY	54.35	
		0081	- MICH GAS UTILITIES	830.54	
		1239	- SUN LIFE ASSURANCE COMPANY	75.76	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	56.48	
		2413	- PRIORITY HEALTH	488.24	
		2432	- AMERICAN COPPER AND BRASS, LLC	172.61	
		5531	- SONIT SYSTEMS, LLC	156.00	
		TOTAL FUND 271	LIBRARY FUND	1,833.98	
		Fund 401 CAPITAL IMPROVEMENT FUND			
		2215	- DUBOIS TRUCKING AND EXCAVATION	6,326.50	
		5531	- SONIT SYSTEMS, LLC	1,516.00	
		TOTAL FUND 401	CAPITAL IMPROVEMENT FUND	7,842.50	
		Fund 582 ELECTRIC FUND			
		0027	- GELZER & SON INC	12.58	
		0030	- ANYTIME FIRE PROTECTION	320.88	
		0035	- CURRENT OFFICE SOLUTIONS	252.80	
		0081	- MICH GAS UTILITIES	2,179.39	
		0088	- SPRATT'S	55.49	
		0164	- MARKET HOUSE	29.19	
		0255	- KSS ENTERPRISES	143.34	
		0961	- PERFORMANCE AUTOMOTIVE	489.74	
		1239	- SUN LIFE ASSURANCE COMPANY	1,703.55	
		1299	- EAST 2 WEST ENTERPRISES, INC	195.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		1891	- GRIFFITHS MECHANICAL	65.00	
		1983	- CHESTNEY PUBLISHING	25.00	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	917.56	
		2075	- VESTED RISK STRATEGIES INC	4,102.03	
		2174	- WHITE'S WELDING SERVICE	293.00	
		2359	- MERS	14,531.22	
		2412	- PARNEY'S CAR CARE	39.50	
		2413	- PRIORITY HEALTH	15,281.96	
		2432	- AMERICAN COPPER AND BRASS, LLC	121.35	
		3076	- BS&A SOFTWARE	530.25	
		3248	- HEFFERNAN SOFT WATER SERVICE	5.40	
		5503	- AMAZON CAPITAL SERVICES, INC	421.95	
		5531	- SONIT SYSTEMS, LLC	3,515.65	
		CANNON	- CANNON TECHNOLOGIES INC	4,039.20	
		CHILLSDALE	- CRONIN HILLSDALE	5,161.06	
		FAMILY	- FAMILY FARM & HOME	96.20	
		MASTERCARD	- CARD SERVICES CENTER	1,268.29	
		MILSOFT	- MILSOFT	923.83	
		MISC	- MISC VENDOR	1,756.26	
		POWER	- POWERLINE SUPPLY	5,063.10	
		RUPERT'S	- RUPERT'S CULLIGAN	7.00	
		WHEELER	- WHEELER WORLD INC	5,053.14	
		WRIGHT	- WRIGHT TREE SERVICE	7,325.50	
		TOTAL FUND 582	ELECTRIC FUND	75,925.41	
		Fund 588	DIAL A RIDE		
		0002	- UNIFIRST CORP	83.50	
		0081	- MICH GAS UTILITIES	358.41	
		0961	- PERFORMANCE AUTOMOTIVE	4.79	
		1239	- SUN LIFE ASSURANCE COMPANY	484.26	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	169.41	
		2065	- STILLWELL FORD MERCURY, INC	9.04	
		2278	- WATKINS OIL COMPANY	1,971.31	
		2359	- MERS	455.71	
		2413	- PRIORITY HEALTH	3,515.34	
		TOTAL FUND 588	DIAL A RIDE	7,051.77	
		Fund 590	SEWER FUND		
		0008	- ARROW SWIFT PRINTING	28.50	
		0027	- GELZER & SON INC	22.47	
		0030	- ANYTIME FIRE PROTECTION	160.44	
		0035	- CURRENT OFFICE SOLUTIONS	126.40	
		0164	- MARKET HOUSE	14.60	
		0961	- PERFORMANCE AUTOMOTIVE	39.78	
		1239	- SUN LIFE ASSURANCE COMPANY	635.61	
		1299	- EAST 2 WEST ENTERPRISES, INC	97.50	
		1891	- GRIFFITHS MECHANICAL	32.00	
		1983	- CHESTNEY PUBLISHING	12.50	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	305.88	
		2075	- VESTED RISK STRATEGIES INC	2,051.02	
		2359	- MERS	4,672.80	
		2413	- PRIORITY HEALTH	5,639.16	
		2432	- AMERICAN COPPER AND BRASS, LLC	86.05	
		3076	- BS&A SOFTWARE	265.12	
		5503	- AMAZON CAPITAL SERVICES, INC	210.96	
		5531	- SONIT SYSTEMS, LLC	1,757.81	
		ERA	- ENVIRONMENTAL RESOURCES ASSOCIATES	394.35	
		FAMILY	- FAMILY FARM & HOME	3.99	
		GLOBAL	- GLOBAL ENVIRONMENTAL CONSULTING	800.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		GRAINGER	- GRAINGER INDUSTRIAL SUPPLY	861.87	
		MASTERCARD	- CARD SERVICES CENTER	24.12	
		MERIT LAB	- MERIT LABORATORIES	280.00	
		MILSOFT	- MILSOFT	128.58	
		MISC	- MISC VENDOR	85.12	
		RUPERT'S	- RUPERT'S CULLIGAN	3.50	
		TOTAL FUND 590	SEWER FUND	<u>18,740.13</u>	
	Fund 591 WATER FUND				
	0008		- ARROW SWIFT PRINTING	28.50	
	0015		- CITY OF HILLSDALE	178.48	
	0027		- GELZER & SON INC	32.06	
	0030		- ANYTIME FIRE PROTECTION	160.43	
	0035		- CURRENT OFFICE SOLUTIONS	126.39	
	0164		- MARKET HOUSE	14.59	
	0961		- PERFORMANCE AUTOMOTIVE	13.98	
	1239		- SUN LIFE ASSURANCE COMPANY	635.55	
	1299		- EAST 2 WEST ENTERPRISES, INC	97.50	
	1891		- GRIFFITHS MECHANICAL	32.00	
	1983		- CHESTNEY PUBLISHING	12.50	
	2013		- BLUE CROSS & BLUE SHIELD OF MI	305.85	
	2075		- VESTED RISK STRATEGIES INC	2,051.02	
	2359		- MERS	4,254.98	
	2413		- PRIORITY HEALTH	6,127.40	
	2432		- AMERICAN COPPER AND BRASS, LLC	68.08	
	3076		- BS&A SOFTWARE	265.13	
	5503		- AMAZON CAPITAL SERVICES, INC	740.18	
	5531		- SONIT SYSTEMS, LLC	1,757.80	
	CANNON		- CANNON TECHNOLOGIES INC	304.98	
	DRY MAR TR		- DRY MAR TRUCKING & DIRTWORKS	50.00	
	HYDROCORP		- HYDROCORP	1,400.00	
	MASTERCARD		- CARD SERVICES CENTER	24.11	
	MERIT LAB		- MERIT LABORATORIES	282.00	
	MICH		- MICHIGAN PIPE & VALVE	6,086.90	
	MILSOFT		- MILSOFT	128.57	
	MISC		- MISC VENDOR	11.56	
	RUPERT'S		- RUPERT'S CULLIGAN	3.50	
	SLC		- SLC METER LLC	4,477.46	
	UNIVAR		- UNIVAR SOLUTIONS USA INC	<u>3,110.39</u>	
	TOTAL FUND 591	WATER FUND		<u>32,781.89</u>	
	Fund 633 PUBLIC SERVICES INV. FUND				
	4088		- DETROIT SALT CO	<u>10,911.07</u>	
	TOTAL FUND 633	PUBLIC SERVICES INV. FUND		<u>10,911.07</u>	
	Fund 640 REVOLVING MOBILE EQUIP. FUND				
	0002		- UNIFIRST CORP	86.02	
	0081		- MICH GAS UTILITIES	491.07	
	0086		- JACKSON TRUCK SERVICE INC	102.04	
	0440		- LYDEN OIL COMPANY	1,463.90	
	0961		- PERFORMANCE AUTOMOTIVE	230.48	
	1136		- PURITY CYLINDER GASES, INC.	61.33	
	1239		- SUN LIFE ASSURANCE COMPANY	107.82	
	2013		- BLUE CROSS & BLUE SHIELD OF MI	28.24	
	2278		- WATKINS OIL COMPANY	3,168.39	
	2359		- MERS	538.08	
	2413		- PRIORITY HEALTH	488.24	
	2744		- TRI COUNTY INT'L TRUCK INC	400.64	
	FAMILY		- FAMILY FARM & HOME	31.96	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		TOTAL FUND 640	REVOLVING MOBILE EQUIP. FU	<u>7,198.21</u>	
		Fund 663	FIRE VEHICLE & EQUIPMENT FUND		
		6499	- TERRANCE J VOGEL	<u>750.00</u>	
		TOTAL FUND 663	FIRE VEHICLE & EQUIPMENT F	750.00	
		Fund 699	DPS LEAVE AND BENEFITS FUND		
		1239	- SUN LIFE ASSURANCE COMPANY	103.59	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	449.83	
		2359	- MERS	564.62	
		2413	- PRIORITY HEALTH	<u>7,030.66</u>	
		TOTAL FUND 699	DPS LEAVE AND BENEFITS FUN	8,148.70	

CITY COUNCIL MINUTES

City of Hillsdale
February 7, 2022
7:00 P.M.

Regular Meeting

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 Morrissey, Ward 2 Cynthia Pratt, Ward 2 Bruce Sharp, Ward 3 Raymond Briner, Ward 4
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Council Members absent:	Bill Zeiser, Ward 3 Robert Socha, Ward 4
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Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Jake Hammel (DPS Director), Karen Lancaster (Interim Finance Director), Penny Swan, Lance Lashaway, David Hambleton, Terry Vear, Colm Maines, Samantha Gordon and Sean Callaghan.

Approval of Agenda

Motion by Council Member Morrissey, seconded by Council Member Briner to approve the agenda as presented.

By a voice vote, the motion passed unanimously.

Public Comment

Penny Swan, commented on TIFA appointment and stated she is in favor of David Hambleton being appointment.

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of January 6, 2022: \$295,528.63
 - 2. Payroll of January 6, 2022: \$187,139.78
- B. City Council Minutes of January 18, 2022
- C. Library Minutes of December 16, 2021
- D. Airport Advisory Committee Minutes of January 21, 2022
- E. Operations & Governance Committee Unborn Sanctuary Information

Council Member Stuchell expressed his gratitude for the Operations and Governance Committee reviewing the unborn sanctuary information and thanked Council Member Tony Vear for bringing the ordinance forward, along with Charles Vear from the Right to Life organization. Stuchell received a letter from gentlemen from Canada that asked to keep the fight up for the unborn.

Motion by Council Member Morrissey, seconded by Council Member Stuchell to approve the Consent agenda as presented.

Roll call:

Council Member Stuchell	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Aye
Council Member Pratt	Aye

Motion passed 7-0

Communications/Petitions

- A. Hillsdale County Senior Center Annual Report – Terry Vear
- B. Junior Achievement Crazy Bowl Sponsorship Information
- C. 2021 Tree City USA Award
- D. 2022 Tentative Equalization Ratios & Estimated SEV Multipliers Email
- E. 2022 Spring City Newsletter

Terry Vear, Senior Center Director presented an annual report for the senior center and reviewed most of the 30 programs the center offers. The senior center staffs 44 employees and has served 1892 individuals throughout county for fiscal year 2021. Vear thanked Council and residents for continued support of the center and thanked our seniors.

All items presented for the purpose of information only.

Introduction and Adoption of Ordinances/Public Hearings

Old Business

New Business

- A. Budget Amendments for the FY 2022 Budget

Karen Lancaster, Interim Finance Director (WoodHill Group) reviewed the budget amendments for FY 2022. The Uniform Budget and Accounting Act of 1968, as amended, requires the City to make amendments to the budget when appropriations exceed the current budget. These amendments must be approved by the City Council.

In the General Fund, the City Council adopts a budget for each department so the amendments address any budget needs by department, rather than by fund total. For all non-General Funds, a budget amendment is only necessary if the City finds the total fund appropriation will exceed the budget adopted by Council.

Motion by Council Member Briner, seconded by Council Member Vear to approve the presented budget amendments for FY 2022 by resolution. **Resolution 3488.**

Roll call:

Council Member Stuchell	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Aye
Council Member Pratt	Aye

Motion passed 7-0

- B. Financial Reports for Quarter Ending 12/31/21

Karen Lancaster, reviewed the quarter financial reports for the general fund and non-general funds.

No action taken.

C. 2022 Special Assessment District- SAD # 22-05 Uran St. (Set Public Hearing)

City Charter requires that once City Council directs the City Engineer to prepare plans, specifications and cost estimates for a proposed special assessment district and said project documents are completed a public hearing shall be set to hear support or objections for the Uran Street Special Assessment District #22-05.

The estimated cost for this project is \$320,000 with \$284,300 being paid by the City and \$35,700 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 assessed cost to the affected property owners will not go above the policy maximum assessment limit of \$5,000 per parcel or 25% of the property value per Hillsdale Ordinance Chapter 2, Article V, Section 2-335, whichever is the lesser amount.

Motion by Council Member Morrissey, seconded by Council Member Sharp to set public hearing date for SAD #22-05 for February 21, 2022 at 7:00 p.m.

By a voice vote, the motion passed unanimously.

D. 2022 Special Assessment District- SAD # 22-06 Morry St., E & W Lynwood Blvd., S. Howell St. (Set Public Hearing)

City Charter requires that once City Council directs the City Engineer to prepare plans, specifications and cost estimates for a proposed special assessment district and said project documents are completed a public hearing shall be set to hear support or objections for said project. Attached are the City Engineer’s plans, specifications and cost estimates for the Morry, Lynwood, S Howell Special Assessment District 22-06.

Streets	Estimate	City Cost Share	Assessed Share
Morry St. S. Howell to Walnut	\$ 230,000	\$ 212,800	\$ 17,200
W Lynwood Blvd S. Howell to Reading	\$ 390,000	\$ 226,850	\$ 163,150
S. Howell St. Hallett to south city limits	\$ 460,000	\$ 363,050	\$ 96,950
TOTALS	\$ 1,080,000	\$ 802,700	\$ 277,300

Motion by Council Member Sharp, seconded by Council Member Morrissey to set public hearing date for SAD #22-06 for February 21, 2022 at 7:00 p.m.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamation – None

B. Appointments—David Hambleton – TIFA Board

Discussion on David Hambleton to the TIFA board arose.

Mayor Stockford reviewed his plan with moving forward with appointments and interested applicants to the TIFA board. Stockford has four viable candidates/applications currently and would like to move forward with David Hambleton.

David Hambleton stated he was interested in serving on the TIFA board as he has purchased two store fronts on Howell Street which is Howell Street Holdings and Knowledge Emporium which he hopes to open in May 2022.

Council Member Stuchell asked Mr. Hambleton who requested him to apply as stated on his application. Mr. Hambleton replied that Lance Lashaway requested him to apply for TIFA. Stuchell stated that it was unprecedented to take someone off of TIFA that has done a great job and replace the person. He mentioned bringing forward new business owners would be great but after terms have been completed. Stuchell expressed his concern for additional low income housing issues in Hillsdale and is concerned with more housing like the Hope House in the downtown area.

More discussion arose on Wolfram and her ability to raise funds for TIFA projects.

Council Member Briner asked the Mayor about Wolfram’s term and when she was appointed. He also knows Mr. Hambleton and thinks he will do a good job on TIFA.

Council Member Vear reviewed the plan moving forward and stated it should be applicants that are in the downtown district that serve on TIFA.

Council Member Stuchell stated that there were three other applicants that are well known business owners wanting to serve. He asked the Mayor why isn’t he starting with the known business owners.

Mayor Stockford stated he knows Mr. Hambleton personally the best and knows what he can do to help the downtown.

Further discussion ensued.

Motion by Council Member Sharp, seconded by Mayor Stockford to appoint David Hambleton to the TIFA board.

By a voice vote, 5 ayes, 2 nays.

Roll call:

Council Member Stuchell	Nay
Council Member Morrisey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Nay
Council Member Pratt	Aye

Motion passed 5-2

C. Other – None

General Public Comment

Lance Lashaway, stated that he appreciated Council Member Stuchell’s comments which showed his stripes during the appointment section and mentioned he doesn’t have any room to say anyone is unprofessional.

Penny Swan, commented that the Hope House is necessary and is heartless to say anything negative against those people. Those people are trying to help themselves and Lashaway is as well. Swan is disheartened at the TIFA Board with the Keefer House, the construction has ceased since before Thanksgiving. Nothing has been done, there are broken windows, and fence has holes in it. CL Real Estate has other properties and are not completed. She mentioned she is glad Wolfram will not be reappointed.

David Hambleton thanked Council for disagreeing and having discussion as a whole and not just nodding to whatever the Mayor brings forth.

Scott Hephner wanted to acknowledge Officer Coty Craztenburg which was honored at a Red Wings game for his military service and service with the City of Hillsdale Police.

City Manager's Report

Manager Mackie address Council Member Vear's question on the total amount of streets that will be done in the special assessment districts for the year if passed. Uran is estimated at a total of .5 mile, .8 mile for Morry, Howell and Lynwood area for streets this coming year.

Thanked Public Services and Hamel of the Street and plowing over the past snow storm making streets passable.

Update on the industrial park land sales, city finalized negotiated items and waiting on signed addendum from the purchaser on the larger portion. City is working with Stoll on the plans for the condominiums as well. Estimated total around \$900,000.00 in land sales in the industrial park land among the two purchases.

Mr. Mackie was appointed as the chairman of the Michigan South Central Power Agency (MSCPA) board.

The Dawn Theater Open House Fundraiser, February 19, 2022 from 6p.m. – 9p.m. \$50 per ticket. A free open house is scheduled for March.

Mayor Stockford congratulated Manager Mackie on being appointed the chairperson of MSCPA.

Council Member Sharp thanked Public Services Department for all their hard work over the past few days during snow storm and weather.

Council Member Briner inquired about land sale addendum.

Council Comments

Council Member Stuchell mentioned he has own family that struggle with substance abuse issues and agrees the city needs to give people help but it is location of where that is located. He mentioned that the council has healthy debates, disagreements and thanked council. He wished Hambleton well on his business endeavors.

Council Member Sharp stated that Council isn't always going to agree.

Council Member Briner commented every vote he makes is for the City's best interest. He thinks Hambleton would be great on TIFA and hopes Wolfram will continue to serve the City in some other capacity. Briner stated he will not be running for Ward four (4) again and has other things he is looking at.

Council Member Morrissey inquired about the board terms. Such as the TIFA board.

City Attorney Thompson stated that TIFA and Planning Commission have specific statute that relates to creation of entity. Which mentions a member serves through their term and until a successor is appointed.

Adjournment

Motion by Council Member Briner, seconded by Council Member Vear moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:27 p.m.

Adam L. Stockford, Mayor

Katy Price, City Clerk

Hillsdale Community Library Board of Trustees
Minutes of the Meeting for January 13th, 2022

- I. Call to Order: President Bowen called the meeting to order at 6:03 PM.
- II. Roll Call: Jim Bowen, Karen Hill, George Allen, Scott Cress, Bryonna Barton (Director), David McConnell (community member)
- III. Approval of Agenda: Agenda approved by consent.
- IV. Approval of Minutes: Minutes approved with changes. Motion by Allen. Second by Hill. Unanimous.
- V. Reports
 - A. Financial: Barton provided a week-by-week breakdown of income. The first week was an abnormality as some income from November still needed to be reported. Sizeable donations were reported for December and forthcoming in January. The income and expenditures sheet from the city was reviewed. Motion to accept by Cress. Second by Allen. Unanimous.
 - B. Circulation: An extensive report was submitted by Barton. The library saw an increase in board book circulation. Total circulation was up 3000 (which includes Overdrive). Overdrive is hitting new records state-wide, which will hopefully lead to an increase in funds through Woodlands Co-op. There appears to be an error for meeting rooms in October. Allen inquired about a procedure for counting in-house circulation. Barton will discuss the matter with employees.
 - C. Programs: There was a significant jump in the use of Mango Languages (from 1-2 a month to 13). There was an average of 24 kids in storytime for December. Barton informed the board of her decision to cancel a subscription to the Junior Library Guild. The library will receive a 90% refund (the original annual subscription was \$6622.90) if the January order is sent back. Barton will use the savings to self-select items from Baker & Taylor.

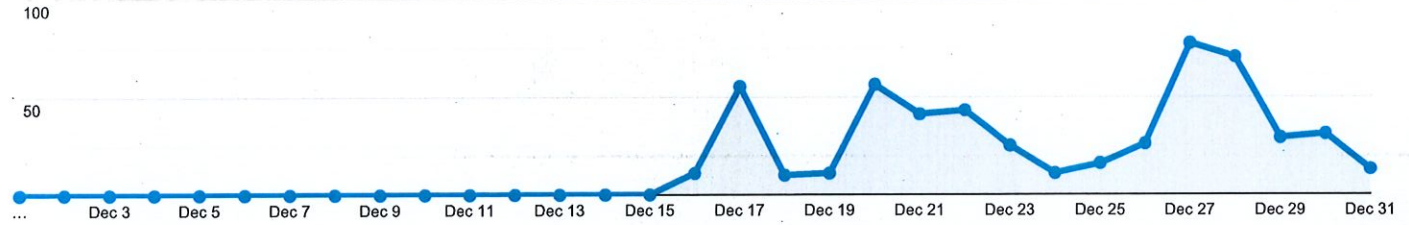
Pages

Dec 1, 2021 - Dec 31, 2021

All Users
100.00% Pageviews

Explorer

Pageviews



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	525 % of Total: 100.00% (525)	430 % of Total: 100.00% (430)	00:02:21 Avg for View: 00:02:21 (0.00%)	312 % of Total: 100.00% (312)	70.29% Avg for View: 70.29% (0.00%)	59.43% Avg for View: 59.43% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /	339 (64.57%)	272 (63.26%)	00:02:34	270 (86.54%)	67.90%	63.42%	\$0.00 (0.00%)
2. /library-online-resources/	44 (8.38%)	36 (8.37%)	00:05:29	4 (1.28%)	100.00%	70.45%	\$0.00 (0.00%)
3. /library-services/	22 (4.19%)	18 (4.19%)	00:02:38	9 (2.88%)	88.89%	50.00%	\$0.00 (0.00%)
4. /contact/	20 (3.81%)	20 (4.65%)	00:03:33	2 (0.64%)	100.00%	75.00%	\$0.00 (0.00%)
5. /board-of-trustees/	17 (3.24%)	15 (3.49%)	00:01:31	9 (2.88%)	100.00%	58.82%	\$0.00 (0.00%)
6. /library-policies/	16 (3.05%)	13 (3.02%)	00:00:56	2 (0.64%)	50.00%	37.50%	\$0.00 (0.00%)
7. /library-collections/	11 (2.10%)	8 (1.86%)	00:00:17	3 (0.96%)	66.67%	45.45%	\$0.00 (0.00%)
8. /about/	9 (1.71%)	8 (1.86%)	00:00:33	1 (0.32%)	100.00%	22.22%	\$0.00 (0.00%)
9. /events/	9 (1.71%)	9 (2.09%)	00:00:33	3 (0.96%)	100.00%	44.44%	\$0.00 (0.00%)
10. /faq/	7 (1.33%)	5 (1.16%)	00:00:27	1 (0.32%)	0.00%	28.57%	\$0.00 (0.00%)
11. /community-resources/	5 (0.95%)	3 (0.70%)	00:01:32	1 (0.32%)	0.00%	0.00%	\$0.00 (0.00%)
12. /friends-of-the-library/	5 (0.95%)	3 (0.70%)	00:00:13	0 (0.00%)	0.00%	20.00%	\$0.00 (0.00%)
13. /meeting-minutes/	5 (0.95%)	4 (0.93%)	00:09:14	0 (0.00%)	0.00%	60.00%	\$0.00 (0.00%)
14. /support-the-library/	5 (0.95%)	5 (1.16%)	00:00:35	0 (0.00%)	0.00%	20.00%	\$0.00 (0.00%)
15. /mitchell-research-center/	4 (0.76%)	4 (0.93%)	00:00:25	3 (0.96%)	100.00%	75.00%	\$0.00 (0.00%)
16. /meeting-rooms/	3 (0.57%)	3 (0.70%)	00:02:11	1 (0.32%)	100.00%	33.33%	\$0.00 (0.00%)
17. /?fbclid=IwAR3uHR4iEY-q6yQrrMVkXU6GGSF562m6bYveEXroyCYzH_CXR-V-fCWLF9wE	1 (0.19%)	1 (0.23%)	00:00:38	1 (0.32%)	0.00%	0.00%	\$0.00 (0.00%)
18. /library-card-policy.aspx	1 (0.19%)	1 (0.23%)	00:00:00	1 (0.32%)	100.00%	100.00%	\$0.00 (0.00%)
19. /mitchell-research-center.aspx	1 (0.19%)	1 (0.23%)	00:00:00	1 (0.32%)	100.00%	100.00%	\$0.00 (0.00%)
20. /wp-content/uploads/2017/10/Library-Card-Policy.pdf	1 (0.19%)	1 (0.23%)	00:00:34	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)

2021-2022	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
LEGO CLUB	NA	NA	NA	17	NA	NA							17
SCIENCE CLUB	NA	NA	NA	8	NA	NA							8
ARTS AND CRAFTS	NA	NA	NA	6	NA	1							7
SIT AND STITCH	NA	26	27	34	31	41							159
TUTOR.COM	24	4	15	18	27	6							94
MANGO LANGUAGES	4	1	1	2	0	13							21
STORYTIME	10	10	10	21	32	24							107

Hillsdale Community Library

December 2021

INCOME

Name	10-Dec	17-Dec	24-Dec	31-Dec	Month End Total
Taxes					\$ 427.66
State Aid					
Penal Fines					
Ordinance Fines					\$ 149.90
Interest					\$ 132.82
1-Printing/Coping/Fax	\$ 192.70	\$ 38.90	\$ 80.25	\$ 18.70	\$ 330.55
2-Subscription/Replacment Cards	\$ 158.50	\$ 45.00	\$ -	\$ 43.50	\$ 247.00
3-Book/DVD Fines	\$ 116.15	\$ 25.50	\$ 7.75	\$ 0.50	\$ 149.90
4-Adult Book Sale	\$ -	\$ 5.00	\$ 1.00	\$ 5.50	\$ 11.50
5-Children Book Sale	\$ -	\$ -	\$ -	\$ -	\$ -
6-Lost/Damaged Materials	\$ -	\$ -	\$ -	\$ -	\$ -
7-DVD Rentals	\$ -	\$ 1.00	\$ 9.00	\$ 2.00	\$ 12.00
8-Meeting Rooms & Other Rent	\$ 123.00	\$ -	\$ -	\$ -	\$ 123.00
9-Children's Donations	\$ 5.00	\$ -	\$ -	\$ -	\$ 5.00
10-Other Donations	\$ 1,253.00	\$ -	\$ -	\$ -	\$ 1,253.00
11-Summer Reading Program	\$ -	\$ -	\$ -	\$ -	\$ -
12-Other Revenue	\$ -	\$ -	\$ 10.16	\$ -	\$ 10.16
Misc. Income					\$ -
TOTAL	\$ 1,848.35	\$ 115.40	\$ 108.16	\$ 70.20	\$ 2,852.49

Income Abnormalities Note:

Week of December 10th is a couple weeks of cash register reporting. Tina Bumpus was out sick and Bryonna had not been trained on how to use the system, nor the protocol.

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BGDGT	
		AMENDED BUDGET	NORMAL	12/31/2021	(ABNORMAL)		NORMAL	(ABNORMAL)		INCREASE (DECREASE)
Fund 271 - LIBRARY FUND										
Revenues										
Dept 000.000				128,911.32		427.66		4,368.68		96.72
271-000.000-402.000	CURRENT TAXES	133,280.00		0.00		0.00		105.00		0.00
271-000.000-412.000	DELINQUENT TAXES	105.00		1,397.67		0.00		908.33		60.61
271-000.000-437.000	SPECIAL ACTS	2,306.00		130.29		0.00		(130.29)		100.00
271-000.000-528.000	FEDERAL GRANT - CARES ACT	0.00		1,972.37		0.00		7,627.63		20.55
271-000.000-569.000	STATE GRANT	9,600.00		7,440.45		0.00		(2,440.45)		148.81
271-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	5,000.00		0.00		0.00		8,105.00		0.00
271-000.000-574.000	STATE REVENUE SHARING	8,105.00		0.00		0.00		13,800.00		0.00
271-000.000-574.000	CONT./LOCAL UNITS-CULTURE/REC	13,800.00		1,603.70		367.00		(103.70)		106.91
271-000.000-588.000	SUBSCRIPTION CARD SALES	1,500.00		1,824.55		330.55		175.45		91.23
271-000.000-629.000	COPIES / DUPLICATING	2,000.00		0.00		0.00		25,000.00		0.00
271-000.000-656.000	PENAL FINES	25,000.00		503.07		149.90		(3.07)		100.61
271-000.000-657.000	BOOK FINES	500.00		365.07		132.82		384.93		48.68
271-000.000-658.000	ORDINANCE FINES	750.00		128.66		0.00		271.34		32.17
271-000.000-665.000	INTEREST	400.00		191.00		35.00		95.50		0.00
271-000.000-667.000	RENTS	200.00		6,350.00		100.00		(4,350.00)		317.50
271-000.000-667.271	RENTS - MEETING ROOMS	2,000.00		0.00		0.00		1,760.00		0.00
271-000.000-674.000	CONTRIBUTIONS IN LIEU OF TAX	1,760.00		1,240.25		1,240.25		1,059.75		53.92
271-000.000-675.000	CONTRIBUTIONS AND DONATIONS	2,300.00		0.00		0.00		400.00		0.00
271-000.000-675.002	CONTR. & DONAT. - TECHNOLOGY	400.00		754.50		24.25		(189.50)		133.54
271-000.000-675.790	CONTR. & DONT. - BOOKS	565.00		13.20		5.00		6,491.80		0.20
271-000.000-675.792	CONTR. & DONT. - CHILD. LIBRAR	6,505.00		15,546.16		10.16		(10,946.16)		337.96
271-000.000-692.000	OTHER REVENUE	4,600.00		0.00		0.00		25,080.00		0.00
271-000.000-692.006	OTHER REVENUE - COFFEE	400.00		0.00		0.00		1,000.00		0.00
271-000.000-692.007	OTHER REVENUE - TRUSTS	25,080.00		2,400.00		0.00		78,783.74		68.43
271-000.000-692.008	OTHER REVENUES - WOODLAND	3,400.00								
	Total Dept 000.000	249,556.00		170,772.26		2,822.59		78,783.74		68.43
TOTAL REVENUES										
		249,556.00		170,772.26		2,822.59		78,783.74		68.43
Expenditures										
Dept 790.000 - LIBRARY				55,789.24		10,078.83		69,605.76		44.49
271-790.000-702.000	WAGES	125,395.00		955.84		240.00		2,640.16		26.58
271-790.000-704.000	SICK TIME PAY	3,596.00		641.76		0.00		1,562.24		29.12
271-790.000-705.000	VACATION TIME PAY	2,204.00		0.00		0.00		2,954.00		0.00
271-790.000-706.000	PERSONAL TIME PAY	2,954.00		579.27		365.35		1,624.73		26.28
271-790.000-710.000	HOLIDAY AND OTHER PAY	2,204.00		49.69		(82.03)		1,125.31		4.23
271-790.000-715.000	HEALTH AND LIFE INSURANCE	1,175.00		1,459.82		251.15		2,370.18		38.12
271-790.000-716.000	RETIREMENT	3,830.00		162.00		0.00		5,615.09		72.00
271-790.000-717.000	WORKERS' COMPENSATION	225.00		4,433.91		817.13		690.92		6.51
271-790.000-720.000	EMPLOYER'S FICA	10,049.00		48.08		0.00		167.91		91.60
271-790.000-721.000	DISABILITY INSURANCE	739.00		1,832.09		234.92		400.00		0.00
271-790.000-726.000	SUPPLIES	2,000.00		0.00		756.89		9,898.73		50.51
271-790.000-750.000	PERIODICALS / MAGAZINES	400.00		10,101.27		0.00		500.00		0.00
271-790.000-801.000	CONTRACTUAL SERVICES	20,000.00		0.00		0.00		750.00		0.00
271-790.000-810.000	DUES AND SUBSCRIPTIONS	500.00		0.00		0.00		500.00		0.00
271-790.000-860.000	TRANSPORTATION AND MILEAGE	750.00		0.00		0.00		500.00		0.00
271-790.000-861.000	TRAINING & SEMINARS	500.00		0.00		0.00		11,014.22		40.46
271-790.000-920.000	UTILITIES	18,500.00		7,485.78		1,710.33		1,435.36		31.65
271-790.000-925.000	TELEPHONE	2,100.00		664.64		104.20		4,035.51		19.29
271-790.000-930.000	REPAIRS & MAINTENANCE	5,000.00		964.49		8.70		8,685.00		3.50
271-790.000-970.000	CAPITAL OUTLAY	9,000.00		315.00		0.00		8,681.77		42.12
271-790.000-982.000	BOOKS	15,000.00		6,318.23		0.00				

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 271 - LIBRARY FUND						
Expenditures						
271-790.000-999.101	TRANSFER - GENERAL FUND	2,000.00	0.00	0.00	2,000.00	0.00
<hr/>						
Total Dept 790.000 - LIBRARY		228,121.00	91,801.11	14,485.47	136,319.89	40.24
<hr/>						
Dept 792.000 - LIBRARY - CHILDREN'S AREA						
271-792.000-726.000	SUPPLIES	1,000.00	8.46	8.46	991.54	0.85
271-792.000-726.010	SUPPLIES-SUMMER READING	500.00	0.00	0.00	500.00	0.00
271-792.000-982.000	BOOKS	6,500.00	6,652.02	15.11	(152.02)	102.34
<hr/>						
Total Dept 792.000 - LIBRARY - CHILDREN'S AREA		8,000.00	6,660.48	23.57	1,339.52	83.26
<hr/>						
TOTAL EXPENDITURES		236,121.00	98,461.59	14,509.04	137,659.41	41.70
<hr/>						
Fund 271 - LIBRARY FUND:						
TOTAL REVENUES		249,556.00	170,772.26	2,822.59	78,783.74	68.43
TOTAL EXPENDITURES		236,121.00	98,461.59	14,509.04	137,659.41	41.70
NET OF REVENUES & EXPENDITURES		13,435.00	72,310.67	(11,686.45)	(58,875.67)	538.23
<hr/>						
TOTAL REVENUES - ALL FUNDS		249,556.00	170,772.26	2,822.59	78,783.74	68.43
TOTAL EXPENDITURES - ALL FUNDS		236,121.00	98,461.59	14,509.04	137,659.41	41.70
NET OF REVENUES & EXPENDITURES		13,435.00	72,310.67	(11,686.45)	(58,875.67)	538.23

Fund 271 LIBRARY FUND

GL Number	Description	Balance
*** Assets ***		
271-000.000-001.000	CHECKING ACCOUNT - COMMON	108,981.35
271-000.000-004.000	CASH ON HAND	50.00
271-000.000-020.000	INVESTMENTS - MBIA/CLASS	134,943.05
271-000.000-040.000	ACCOUNTS RECEIVABLE	181.00
Total Assets		244,155.40
*** Liabilities ***		
271-000.000-202.000	ACCOUNTS PAYABLE	3,176.57
271-000.000-257.000	ACCRUED WAGES PAYABLE	4,451.42
Total Liabilities		7,627.99
*** Fund Balance ***		
271-000.000-390.000	FUND BALANCE	164,216.74
Total Fund Balance		164,216.74
Beginning Fund Balance		164,216.74
Net of Revenues VS Expenditures		72,310.67
Ending Fund Balance		236,527.41
Total Liabilities And Fund Balance		244,155.40

**Operation and Governance Meeting Minutes
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242
Council Chambers
January 26, 2022
6:00 p.m.**

Call to Order

Meeting was opened at 6:00pm with the Pledge of Allegiance by William Morrisey.

Members Present

Members Present William Morrisey, Bruce Sharp, Cindy Pratt

Members Absent

None

Public Present

Candy Carter, Lynnette Filppula, Leisha Taylor, Kathryn Watkins, Ethan Richards, Stephanie Myers, Traci Fowler

Approval of Agenda

Motion by Sharp, seconded by Pratt to approve the agenda

Voice vote all in favor, motion approved.

Public Comment

Kathryn Watkins, she is against the unborn sanctuary city ordinance.

Traci Fowler, she is against the unborn sanctuary city ordinance.

Candy Carter, she is against the unborn sanctuary city ordinance.

Discussion of City Attorney Answers to Queries on Proposed Ordinance Re: Sanctuary City of the Unborn

Morrisey briefly reviewed the attorney response to all the queries that had been submitted previously to the city attorney. He stated that the attorney generally concluded that it would not hold up in Michigan constitution. Recommends not moving forward with the ordinance.

Sharp stated that he is against the ordinance and isn't the right of others to tell a woman what to do. It is an invasion of privacy. It is not what Hillsdale needs. He will not support it. This is city council not the state or Supreme Court.

Pratt mentioned that she doesn't think it's necessary, the council doesn't have the power to pass the law and agrees with Sharp.

Morrissey stated it isn't about being pro-life or pro-choice it's about the serious problems with the ordinance.

Further discussion ensued.

Motion by Morrissey, seconded by Sharp to submit a memo to council to not move forward with ordinance.

By voice vote, motion approved unanimously.

Public Comment

Traci Fowler thanked the committee for their work and what they have done.

Kathryn Watkins thanked the committee for not going forward with the sanctuary city ordinance.

Adjournment

Motion to adjourn at 6:26 p.m. by Morrissey, seconded by Pratt.

Motion approved unanimously.

CITY OF HILLSDALE



Economic Development Corporation
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6426

Economic Development Corporation (EDC) MINUTES

REGULAR MEETING

Meeting called to order at 7:32 a.m.

CITY HALL, 97 N. BROAD ST., 3rd FLOOR

December 21, 2021

Members Present: Matt Granata, Dean Affholter, Rich Moeggenberg, John Condon, Dave Loader, Rachel Lott, Sam Waldvogel, Amanda Janes

Members Absent: Andrew Gelzer, David Loader

Others Present: Kelly LoPresto, Economic Development Coordinator

A. **PUBLIC COMMENT ON AGENDA ITEMS** – No public comment.

B. CONSENT AGENDA

a. Approval of Minutes: EDC Meeting Minutes October 19, 2021

b. Financial Statements as of November 30, 2021

Mrs. Lott made a motion to approve the consent agenda. Mr. Condon seconded. Motion passed.

C. COMMUNICATION

1. New Year's Eve Event Flyer

2. Community Development Committee Meeting Minutes – October 28, 2021

3. Infrastructure Letter to Representative Fink

D. OLD BUSINESS

a. Gift Card Program Update – 95 percent of the allotted cards have been handed out and 57 percent sold.

b. Wayfinding Update- signs were installed and just a few things to finalize. The board asked Mr. Affholter and Mrs. LoPresto to work with Mr. Jason Blake from DPS on cost for next phases.

a. Fiber Update – nothing to report. The board asked Mrs. LoPresto to follow up.

c. Three Meadows – continue searching for infrastructure grants

i. Mr. Granata made a motion to discuss with local developer regarding building homes on the three vacant lots left at Three Meadows. Mr. Waldvogel seconded. Motion passed.

E. NEW BUSINESS

a. Manufacturing & Technology Park – The city has received an offer contingent upon rezoning and approval of development plans for approximately 30.8 acres.

b. Goals for 2021/2022

i. **EDC Goals for 2021/2022**

- i. Implement at least two information, good will or information initiatives for the Manufacturing and Technology Park by 6/30/22.
- ii. Provide Financial Support to at least three Trade and /or Technical Training programs for purpose of skill and labor retention of area, by 12/31/2021.
- iii. Develop a go-forward plan for the Phases II and III for Three Meadows by 6/30/2022.
- iv. Sponsor a minimum of three events to support overall economic growth like: New Year's Eve Bash, WCSR News & Views, WLNS Holiday Program and Holiday Gift Card Program.

F. COMMITTEE REPORTS

- a) Three Meadows/ Architectural Control Committee- nothing to report.
- b) Manufacturing & Technology Park- nothing to report.
- c) Business Review Committee/Other Projects – nothing to report.

G. BOARD ROUND-TABLE/ECONOMIC DEVELOPMENT UPDATE AND OTHER

– Ms. LoPresto gave an update on the following.

- a. Keefer House Hotel
- b. Dawn Theater
- c. 135 E South Street
- d. “IN THE HOPPER” –

H. PUBLIC COMMENT – No public comment.

Adjournment: Mrs. Janes made a motion to adjourn at 8:55 a.m. Mr. Condon seconded. Motion passed.

Next Meeting: February 15, 2022

**Economic Development Corporation (EDC)
City of Hillsdale
3rd Floor Council Chambers, City Hall
Friday, January 28, 2022 - 7:30 AM**

SPECIAL MEETING MINUTES

EDC Board Members Present: Sam Waldvogel, John Condon, Rich Moggenberg, Dean Affholter, Matt Granata, David Loader, Andrew Gelzer

Members Excused: Amanda Janes, Rachel Lott

Others Present: David Mackie, City Manager, Kelly LoPresto, Economic Development Coordinator

- A. Meeting called to order at 7:30 a.m.
- B. No public comment.
- C. Discussion Items:
 - 1. Three Meadows Update – Mr. Condon made a motion to look at selling remaining acreage at Three Meadows. Mr. Loader seconded. Motion Passed
 - 2. Mr. Loader made a motion to sell the remaining acreage at \$19,900 per acre. Mr. Gelzer seconded. Motion passed.
 - 3. Signature Authorization – Mr. Condon made a motion to authorize Mr. Affholter to sign necessary documents for offers at \$18,000 per acre or above contingent upon planning commission approval and approval of a development plan. A meeting will be required if the offer is lower than \$18,000. Motion passed.
- I. No public comment.
- J. Mr. Condon made a motion to adjourn at 7:52 a.m. Mr. Gelzer seconded. Motion passed.
- K. NEXT MEETING: February 15, 2022

Mission Statement

The City of Hillsdale Economic Development Corporation (EDC) was incorporated to propose and support projects relative to the economic development of the City of Hillsdale. EDC funds may be used to promote and support a broad range of economic development activities.



CITY OF HILLSDALE
DEPARTMENT OF PUBLIC SERVICES
149 WATERWORKS AVE
HILLSDALE, MI 49242

(517) 437-6490 – Fax (517) 437-6496

**SHADE TREE COMMITTEE
MEETING MINUTES
February 9, 2022**

Gary Stachowicz, Hillsdale City Forester called the Shade Tree meeting to order at 3:03 p.m. This is the meeting that was scheduled for February 2, 2022 but was re-scheduled due to inclement weather.

Board members present: Jason Sellers, Jake Hammel and Elaine Tillinger. Jared Cole and Bud Heinowski were absent from the meeting. Elaine made a motion to excuse both Jared and Bud from the meeting. Motion was seconded by Jason and carried unanimously. Seth Haywood gave notice via e-mail that he was resigning from the Shade Tree committee citing health issues. Motion was made by Jason to accept Seth's resignation. Motion was seconded by Elaine and carried unanimously.

Approval of Minutes: Elaine made a motion to accept the minutes of the October 6, 2021 meeting. Motion was seconded by Jason and carried unanimously.

Public comments: None

Old Business:

- A. Invasive species treatment: Gary mentioned to the committee members that the city owned woodlot at the dead end of College St was treated this past summer to eradicate oriental bittersweet. Approx. half the woodlot is complete and Gary hopes to have the rest of the woodlot treated next year. Members from the St. Joe County invasive species team performed the treatments.
- A. Re-nomination of Jason Sellers to the Shade Tree committee: Gary mentioned that as of December 9, 2021 Jason Sellers has been approved to continue serving on the Shade Tree committee for another term.

New Business:

- A. City tree planting program: Gary informed the committee that he made a change to the city public wide tree planting program. Gary said that he eliminated one of the approved tree nurseries and added one. Gleis orchards was removed from the list and Lake County nursery from Perry Ohio was added.
- B. Lakeview cemetery tree removals: Gary mentioned that an additional 17 trees were removed as part of the Lakeview cemetery expansion.
- C. State reimbursement for storm damage: Jake Hammel informed the committee that the city of Hillsdale may get some reimbursement money from the state due to the fact that because of this past summer's storms the city has qualified for state of emergency money. How much is yet to be determined.
- D. Tree City USA: Gary informed the committee that just prior to the meeting he received notice that the city of Hillsdale has again received Tree City USA status from the National Arbor Day Foundation. This marks the 45th year that the City of Hillsdale has achieved this award.

Adjournment: A motion was made by Jason Sellers to adjourn the meeting at 3:57 p.m. Motion was seconded by Elaine and carried unanimously.

City of Hillsdale

Agenda Item Summary

MEETING DATE: February 21, 2022

AGENDA ITEM #: Consent

SUBJECT: WTP Backwash Piping Replacement

BACKGROUND PROVIDED BY STAFF: Jeff Gier, Director of Water and Wastewater

Project Background:

The backwash piping at the WTP is at the end of its useful life. Pinholes and rusted out piping are causing rusty water to spray inside the plant. The flow indicator in this piping is not accurate. Included in this quote is a new flow meter, capable of totalizing flow, which will provide staff with a much more accurate record of actual backwash rates and totals.

Monies for this project to be paid out of this year's capital improvement fund.

RECOMMENDATION:

The BPU Board supports award by the City Council of this purchase to Artesian of Pioneer, Pioneer, OH in the amount of \$23,400.



Phone 419.737.2352
Fax 419.737.2364
P.O. Box 247
Pioneer, OH 43554

To: Jeff Gier
City of Hillsdale, MI

Quotation No. HD-020222-Q

Subject: Backwash Piping

Date: February 2, 2022

QUOTATION

We are pleased to present to you the following quotation for your consideration.

Artesian of Pioneer, Inc. proposes to supply to the owner materials for the replacement of the backwash piping. This quote shall include:

- 1 – 10” DI “T”
- 1 – 10” x 2” DI Companion Flange
- 1 – 2” Drain Valve
- 1 – 10” x 8” DI Reducer
- 2 – 8” DI Flange by Flange Spools
- 2 – 8” DI 90’s
- 1 – 8” Rosemount Mag Meter with Readout
- 1 – 8” Butterfly Valve
- Installation

Total **\$23,400.00**

NOTES:

1. This quote does not include anything else not specifically mentioned above.
2. Customer and AOP shall agree to a schedule to perform work.
3. Lead times for certain items are unpredictable at the current time and may affect the schedule to perform the work outlined above.
4. Quote includes removal of existing pipe and fittings.
5. No tax added (If applicable)
6. This quote is valid for 30 days from the above date.

Quoted By _____
Ryan Burt

2022 City of Hillsdale Board of Review Schedule

Location: 2nd Floor Conference Room, City Hall, 97 N Broad St, Hillsdale MI 49242

- Tuesday, March 8, 2022 – 9:00 a.m. (Organizational Meeting)
 - Hillsdale City Charter Sec 9.7: *The Board of Review shall convene in its first session on the Tuesday next following the first Monday in March of each year at such time of day and place as shall be designated by the Council. It shall remain in session during that day and the day following, if necessary...*
 - MCL 211.29
 - (1) *On the Tuesday immediately following the first Monday in March, the board of review of each township shall meet at the office of the supervisor...*
 - (2) *During that day, and the day following, if necessary...*
- Monday, March 14, 2022 – 9:00 a.m.-3:00 p.m. &
Tuesday, March 15, 2022 – 3:00 p.m.-9:00 p.m. (Taxpayer appeals)
 - Hillsdale City Charter Sec 9.7: *The second session of the Board shall convene on the second Monday of March at 9:00 a.m., and shall continue in session during the day and the day following for not less than six (6) hours on each said day...*
 - MCL 211.30
 - (1) *Except as otherwise provided in subsection (2), the board of review shall meet on the second Monday in March.*
 - (2) *The governing body of the city or township may authorize, by adoption of an ordinance or resolution, alternative starting dates in March when the board of review shall initially meet, which alternative starting dates shall be the Tuesday or Wednesday following the second Monday of March.*
 - (3) *The first meeting of the board of review shall start not earlier than 9 a.m. and not later than 3 p.m. and last for not less than 6 hours. The board of review shall also meet for not less than 6 hours during the remainder of that week... The board of review shall hold at least 3 hours of its required sessions for review of assessment rolls during the week of the second Monday in March after 6 p.m.*
 - (4) *A board of review shall meet a total of at least 12 hours during the week beginning the second Monday in March to hear protests.*
 - Form L-4035 must be completed by each property owner or their representative making an appearance to protest to the March Board of Review.
 - The March Board of Review will remain in session until all appeals have been decided and all business has been completed, no later than the first Monday in April. **Additional dates and times may be scheduled as needed.**
- Tuesday, July 19, 2022 – 9:00 a.m. &/or
Tuesday, December 13, 2022 – 9:00 a.m. (Clerical errors & exemptions)
 - MCL 211.53b
 - (1) *...the board of review shall meet for the purposes of this section on Tuesday following the second Monday in December and on Tuesday following the third Monday in July.*
 - (9) *The governing body of the city or township may authorize, by adoption of an ordinance or resolution, 1 or more of the following alternative meeting dates for the purposes of this section:*
 - (a) *An alternative meeting date during the week of the second Monday in December.*
 - (b) *An alternative meeting date during the week of the third Monday in July.*

All meetings of the Board of Review are subject to the posting and public access requirements of the Open Meetings Act. All dates, times and locations are subject to change and/or cancellation.

City of Hillsdale

Agenda Item Summary

Meeting Date: February 21, 2022
Agenda Item: Consent Agenda
Subject: Right of Way Use and Noise Variance Request

Background:

Hillsdale College requests a street and sidewalk closure for their annual Taste of Manning event. This is for Saturday March 26, 2022 from 9:30 a.m. till 2:00 p.m. Closure is N. Manning St. between Fayette and River Streets.

A Noise Variance is also requested for this event from 11:00 a.m. till 2:00 p.m.

Recommendation:

Approval is recommended as this is an annual event.

Scott A. Hephner


Chief of Police / Fire Chief

**TRAFFIC CONTROL ORDER
2022-01**

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

N. Manning St. and the adjacent sidewalks between E. Fayette and River St. will be closed to all traffic from 9:30 am to 2:00 pm on Saturday, March 26, 2022 for the annual (socially distanced) "Taste of Manning" (neighborhood block party).

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Thad P. Doty, Lieutenant
for Scott A. Hephner, Chief of Police

02/16/22
Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 16 day of February, 2022.

City Clerk

02/16/22
Date

RESOLUTION # _____

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this _____ day of _____, 2022.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, City Clerk



February 7, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College would like to request a noise variance for Saturday, March 26, 2022 starting at 11:00 a.m. and ending at 2:00 p.m. for Taste of Manning. This event will be located on Manning Street between Fayette Street and River Street for a door to door food experience.

If you have any questions, please call me at 517-607-2454, or Zane Mabry at 607-2714. Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

WKW/lmm

February 7, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

In accordance with our past policies and procedures, Hillsdale College is requesting to close the right of way, including both the street and sidewalk, along Manning Street between Fayette Street and River Street from 9:30 am until 2:00 pm for a socially distant Taste of Manning on Saturday, March 26, 2022. Closing Manning Street will serve to protect the public by providing a detour away from Taste of Manning activities and to protect the students, during the closure, from wandering into a busy street and possibly being injured.

We would reroute foot and vehicular traffic from Manning Street onto Fayette Street, then north/south on Hillsdale Street, and then back along River Street. Hillsdale College Security personnel will place, remove, and attend to all necessary barricades and traffic control signs.

If you have any questions, please call me at 517-607-2454, or Zane Mabry at 607-2714. Thank you for your assistance.

Respectfully submitted,



William K. Whorley
Director of Security and Emergency Management

WKW/lmm

Received by Cheryl Hepburn
 Date 02/10/22
 Amount Rec' _____
 Check # _____
 Permit # _____



CITY OF HILLSDALE

City Hall
 97 N. Broad St.
 Hillsdale, Michigan 49242
 (517) 437-6490
 www.cityofhillsdale.org

**APPLICATION FOR PERMIT
 OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS**

TYPE:

- APPLICATION FOR PERMIT
- APPLICATION FOR BLANKET ANNUAL PERMIT
- REQUEST TO COMMENCE WORK

**Post a copy of the
 Permit on-site**

Hillsdale College

Applicant's Name 33 E College Street		Date	Contractor's Name		Date
Mailing Address Hillsdale MI 49242			Mailing Address		
City	State	Zip Code	City	State	Zip Code
517-607-2714	(Zane Mabry - Contact)				
Telephone Number			Telephone Number		

DESCRIPTION OF WORK OR USE:

Close Manning Street and adjacent sidewalks from Fayette Street to River Street using Type III Stadium Barricades and Pedestrian Barricades with traffic signs, to include the entire right of way. Clearly marked detour routes for both pedestrians and vehicles will be routed Manning Street to River Street, River to Hillsdale Street, Hillsdale Street to Fayette Street.

LOCATION: (Drawing to be provided)

See attached form

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Type III Stadium Barricades, Pedestrian Barricades, Detour Signage

TIME PERIOD:

COMMENCING DATE: **March 26, 2022** TIME: **9:30 am** ENDING DATE: **March 26, 2022** TIME: **2:00 pm**

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance
- Performance Bond \$ _____
- Construction Plan
- Subcontractor's Names
- Other

NOTE: THIS APPLICATION BECOMES A VALID PERMIT ONLY UPON APPROVAL BY THE DIRECTOR, DEPARTMENT OF PUBLIC SERVICES AND/OR CHIEF OF CITY POLICE.

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Bond Received \$ _____

Fee Received \$ _____

City Clerk

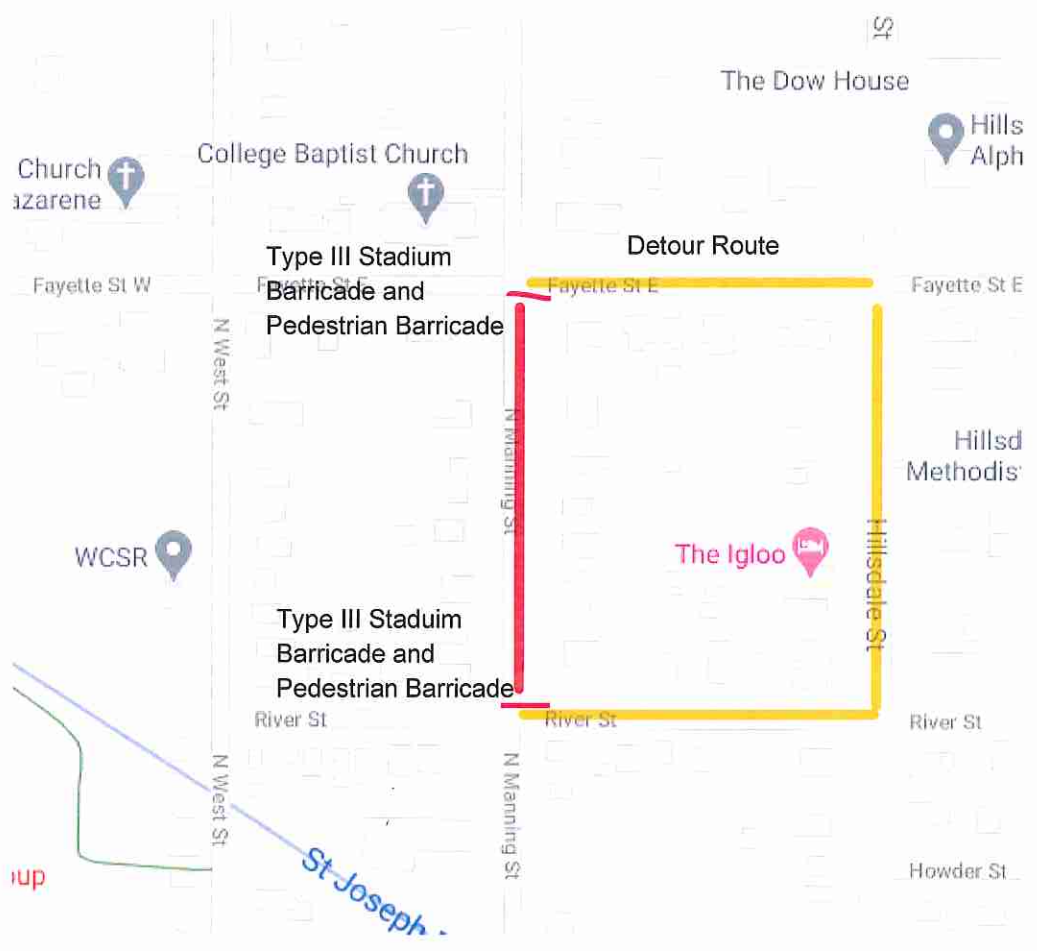
Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242

or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242

Or email to: jhammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**



CERTIFICATE COVERAGES OVERFLOW

DATE (MM/DD/YYYY) 01/20/2022

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242	INSURED Hillsdale College 33 E College Street Hillsdale MI 49242-1205
CONTACT NAME: Jenalle Beaman	PHONE (A/C, No, Ext): (517) 439-1501
PHONE (A/C, No, Ext): (517) 607-2239	

ADDITIONAL COVERAGES

CERTIFICATE NUMBER: Cert ID 2636

REVISION NUMBER:

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	Intern Professional Liab			644626692	01/16/2022	01/16/2023	\$ 1,000,000
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Katy Price

From: David Mackie
Sent: Monday, February 14, 2022 10:21 AM
To: Katy Price
Subject: FW: Comcast Programming Advisory

Katy,

For Communication on the agenda.

David E. Mackie
City Manager
97 N. Broad St.
Hillsdale, MI 49242
Phone: (517)437-6444
dmackie@cityofhillsdale.org



From: Comcast Heartland [mailto:Comcast_Heartland@comcast.com]
Sent: Monday, February 14, 2022 10:17 AM
Cc: Snyder, Jeffrey <Jeffrey_Snyder@comcast.com>
Subject: Comcast Programming Advisory

Good morning,

We are commitment to keep you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following changes:

Effective March 22, 2022, Afro will only be available in HD; Afro HD will move from Digital Preferred & Ultimate TV to Digital Starter & Popular TV/Entertainment remaining on ch 1623; and Kids Street HD will be added to Digital Starter & Popular TV/Kids & Family ch 1772.

An X1 TV box and HD programming (not included, additional charges may apply) are required to view these channels. A limited number of customers may still have older devices that do not support these channels and will not be able to view them until the devices are replaced.

Please feel free to contact me at 616-560-1922 if you have any questions.

Sincerely,

Jeffrey Snyder
Senior Manager of External Affairs

Comcast, Heartland Region
5300 Patterson Ave. Suite 230
Grand Rapids, MI 49512

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Katy Price

From: sochaforhillsdale@gmail.com
Sent: Friday, February 18, 2022 9:20 AM
To: Katy Price; Adam Stockford; David Mackie
Subject: Re: Council Packet 2/21/22

Please forgive my tardiness in sending this request, but I would like to add two items to the agenda, if possible:

1. Can the city's assessor please explain on record how property taxes are assessed and how not-for-profit status is determined? I would also appreciate the codes and laws that must be submitted to for proper assessment.
2. Can the city's code enforcement please explain how enforcement tickets are issues and what is the policy for their issuance? When does code enforcement act without a request and what are the basis for those actions? Which ordinances are applicable? Also, what is the basis for enforcing parking on the front lawn (Note: I have had to park on my own lawn a couple of times through the years, but it was only for a day at the most. There are some homes in my ward where it is a daily occurrence for months on end. And there is one house in particular on Howell that has had two cars in the same spot for years) and cars with expired tags allowed to be parked indefinitely?

Thank you,
Robert Socha
Hillsdale City Councilman Ward 4

On Thursday, February 17, 2022, 04:16:24 PM EST, Katy Price <clerk@cityofhillsdale.org> wrote:

Good Afternoon,

Please find the link below for the February 21, 2022 City Council meeting packet.

If you have any questions, please let me know.

<https://www.cityofhillsdale.org/citycouncil/page/city-council-public-hearing-15>

If you are traveling or out in this white stuff this afternoon, stay safe!

Have a good weekend!

Thanks,

Katy Price

City Clerk
97 N. Broad St.
Hillsdale, MI 49242
517-437-6441 T
517-437-6448 F
kprice@cityofhillsdale.org



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City of Hillsdale

Agenda Item Summary

Meeting Date: February 21, 2022

Agenda Item: Public Hearing

SUBJECT: 2022 Special Assessment District - SAD# 22-05, Uran Street,
Public Hearing and Resolution

BACKGROUND PROVIDED BY STAFF: Kristin Bauer, City Engineer

At the February 7, 2022 City Council meeting a public hearing date of February 21, 2022 was set to consider comments on the creation of the Uran Street Special Assessment District (SAD# 22-05).

The total estimated cost for this project is \$320,000 with \$284,300 being paid by the City and \$35,700 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. It is important to note that the total assessed cost to the affected property owners will not go above the policy maximum assessment limit of \$5,000 per parcel or 25% of the property value per Hillsdale Ordinance Chapter 2, Article V, Section 2-335, whichever is the lesser amount.

Notice of the meeting was published once each week for two successive weeks in the local newspaper. Affected property owners were mailed information on the proposed district on February 8, 2022.

According to the City Charter, Sec. 2-335 Hearing procedure, "If more than 50% of the number of owners of privately owned real property to be assessed for such improvement shall object **in writing** to the proposed improvement, the improvement shall not be made without the affirmative vote of seven of the members of the council."

RECOMMENDATION:

City staff recommends City Council hold the public hearing regarding the creation of the Uran Street Special Assessment District (SAD# 22-05) and consider adopting the attached resolution to move forward in establishing said district.

CITY OF HILLSDALE

RESOLUTION NO. _____

A RESOLUTION TO APPROVE ESTABLISHMENT OF THE URAN STREET SPECIAL ASSESSMENT DISTRICT (SAD# 22-05).

Minutes of a regular meeting of the City Council of the City of Hillsdale, Hillsdale County Michigan, held in the City Hall, City Council Chambers, 97 North Broad Street, Hillsdale, Michigan, in said City, on February 21, 2022 at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the City Council, by resolution _____ at its February 21, 2022 regular meeting, deemed it necessary and declared its intention to construct improvements, including road rehabilitation and other appurtenances for Uran Street between Arch Avenue and Industrial Drive, and did provide a public hearing; and

NOW, THEREFORE, BE IT RESOLVED THAT,

1. That said public improvements be made and the City Manager be directed to proceed with the same.
2. That the plans, specifications and detailed estimates relating to said improvements, as filed with the City Clerk, be hereby approved and adopted and the City Manager is directed to take action necessary to accomplish the said improvements.
3. That the estimated total cost of said improvement is estimated to be \$320,000.
4. That \$35,700 of said estimated cost shall be defrayed by special assessment and \$284,300 shall be paid by major street funds.
5. That the said special assessment may be paid in ten (10) installments. The first installment shall be due and payable on or before August 31st, following the confirmation of said

special assessment roll, and one installment shall be due annually thereafter until paid in full. Interest shall be charged at a rate of six (6%) percent per annum on all unpaid installments after the initial due date. The balance, including interest, can be paid off at any time.

6. That the premiums upon which special assessments shall be levied, and which shall be hereafter known and designated as Special Assessment District #22-05, are described as follows:

Special Assessment Properties
Uran Street – Arch Ave. to Industrial Dr.

7. That the City Assessor is directed to prepare a Special Assessment Roll in accordance with this resolution.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

PASSED IN OPEN COUNCIL MEETING THIS 21ST DAY OF FEBRUARY 2022.

Adam Stockford, Mayor

ATTEST:

Katy Price, Clerk



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

The City of Hillsdale is committed to the concept of competitive proposals. Everyone is encouraged to submit proposals which conform to the stated guidelines, or approved equals, which in the bidder's opinion would be beneficial to the City of Hillsdale in terms of price and performance. The City of Hillsdale reserves the right to accept or reject any proposals under these terms. Responsiveness, availability, and quality of service will be of the utmost importance in this agreement.

URAN PROJECT SCOPE:

Location: Uran Street between Arch Drive and Industrial Drive, within the City of Hillsdale's Technology Park.

Scope: Crush, shape and re-pave the existing 24' wide x 1,850' long street. Construct concrete curb and gutter at radii of intersections. Re-establish ditch lines at locations noted on the project plans. Provide a new reinforced concrete culvert and new slotted trench drain/culvert at locations shown on the plans.

Miscellaneous Information:

- All work shall be in accordance with the project drawings, applicable sections of the 2012 MDOT Standard Specifications for Construction, these specifications and the project construction drawings.
- A portion of this project is funded through a federal grant; the project is **not** a prevailing wage job.
- Project must be 100% complete by August 15, 2022 as a condition of the project grant.

BID SUBMITTAL:

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

By: XXXXXXXX XX, 2022
at 2:00 PM Local Time

Proposed Project Schedule:

City Council Anticipated Award of Contract: XXXX XX, 2022
Construction Completion Date: August 15, 2022

ADVERTISEMENT FOR BIDS

Owner

Address

Separate sealed BIDS for the construction of (briefly describe nature,
scope, and major elements of the work) _____

will be received by _____

at the office of _____

until _____, (Standard Time - Daylight Savings Time) _____

19_____, and then at said office publicly opened and read aloud.

The CONTRACT DOCUMENTS may be examined at the following locations:

Copies of the CONTRACT DOCUMENTS may be obtained at the office of
_____ located at _____

upon payment of \$_____ for each set.

RD Instruction 1942-A
(Guide 19) (Attachment 1) (Page 2)

Any BIDDER, upon returning the CONTRACT DOCUMENTS promptly and in good condition, will be refunded the payment, and any non-bidder upon so returning the CONTRACT DOCUMENTS will be refunded \$_____.

DATE

(Guide 19 - Attachment 2)

INFORMATION FOR BIDDERS

BIDS will be received by _____
(herein called the "OWNER"), at _____
until _____, 20____, and then at said office publicly
opened and read aloud.

Each BID must be submitted in a sealed envelope, addressed to _____
_____ at _____.
Each sealed envelope containing a BID must be plainly marked on the outside as
BID for _____ and the envelope
should bear on the outside the BIDDER'S name, address, and license number if
applicable, and the name of the project for which the BID is submitted. If
forwarded by mail, the sealed envelope containing the BID must be enclosed in
another envelope addressed to the OWNER at _____
_____.

All BIDS must be made on the required BID form. All blank spaces for BID
prices must be filled in, in ink or typewritten, and the BID form must be
fully completed and executed when submitted. Only one copy of the BID form is
required.

The OWNER may waive any informalities or minor defects or reject any and
all BIDS. Any BID may be withdrawn prior to the above scheduled time for the
opening of BIDS or authorized postponement thereof. Any BID received after
the time and date specified shall not be considered. No BIDDER may withdraw a
BID within 60 days after the actual date of the opening thereof. Should there
be reasons why the contract cannot be awarded within the specified period, the
time may be extended by mutual agreement between the OWNER and the BIDDER.

BIDDERS must satisfy themselves of the accuracy of the estimated
quantities in the BID Schedule by examination of the site and a review of the
drawings and specifications including ADDENDA. After BIDS have been
submitted, the BIDDER shall not assert that there was a misunderstanding
concerning the quantities of WORK or of the nature of the WORK to be done.

The OWNER shall provide to BIDDERS prior to BIDDING, all information
which is pertinent to, and delineates and describes, the land owned and
rights-of-way acquired or to be acquired.

The CONTRACT DOCUMENTS contain the provisions required for the construction of the PROJECT. Information obtained from an officer, agent, or employee of the OWNER or any other person shall not affect the risks or obligations assumed by the CONTRACTOR or relieve the contractor from fulfilling any of the conditions of the contract.

Each BID must be accompanied by a BID bond payable to the OWNER for five percent of the total amount of the BID. As soon as the BID prices have been compared, the OWNER will return the BONDS of all except the three lowest responsible BIDDERS. When the Agreement is executed the bonds of the two remaining unsuccessful BIDDERS will be returned. The BID BOND of the successful BIDDER will be retained until the payment BOND and performance BOND have been executed and approved, after which it will be returned. A certified check may be used in lieu of a BID BOND.

A performance BOND and a payment BOND each in the amount of 100 percent of the CONTRACT PRICE, with a corporate surety approved by the OWNER, will be required for the faithful performance of the contract.

Attorneys-in-fact who sign BID BONDS or payment BONDS and performance BONDS must file with each BOND a certified and effective dated copy of their power of attorney.

The party to whom the contract is awarded will be required to execute the Agreement and obtain the performance BOND and payment BOND within ten (10) calendar days from the date when NOTICE OF AWARD is delivered to the BIDDER. The NOTICE OF AWARD shall be accompanied by the necessary Agreement and BOND forms. In case of failure of the BIDDER to execute the Agreement, the OWNER may consider the BIDDER in default, in which case the BID BOND accompanying the proposal shall become the Property of the OWNER.

The OWNER within ten (10) days of receipt of acceptable performance BOND, payment BOND and Agreement signed by the party to whom the Agreement was awarded shall sign the Agreement and return to such party an executed duplicate of the Agreement. Should the OWNER not execute the Agreement within such period, the BIDDER may by WRITTEN NOTICE withdraw the signed Agreement. Such notice of withdrawal shall be effective upon receipt of the notice by the OWNER.

The NOTICE TO PROCEED shall be issued within ten (10) days of the execution of the Agreement by the OWNER. Should there be reasons why the NOTICE TO PROCEED cannot be issued within such period, the time may be extended by mutual agreement between the OWNER AND CONTRACTOR. If the NOTICE TO PROCEED has not been issued within the ten (10) day period or within the period mutually agreed upon, the CONTRACTOR may terminate the Agreement without further liability on the part of either party.

The OWNER may make such investigations as deemed necessary to determine the ability of the BIDDER to perform the WORK, and the BIDDER shall furnish to the OWNER all such information and data for this purpose as the OWNER

may request. The OWNER reserves the right to reject any BID if the evidence submitted by, or investigation of, such BIDDER fails to satisfy the OWNER that such BIDDER is properly qualified to carry out the obligations of the Agreement and to complete the WORK contemplated therein.

A conditional or qualified BID will not be accepted.

Award will be made to the lowest responsible BIDDER.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the PROJECT shall apply to the contract throughout.

Each BIDDER is responsible for inspecting the site and for reading and being thoroughly familiar with the CONTRACT DOCUMENTS. The failure or omission of any BIDDER to do any of the foregoing shall in no way relieve any BIDDER from any obligation in respect to its BID.

Further, the BIDDER agrees to abide by the requirements under Executive Order No. 11246, as amended, including specifically the provisions of the equal opportunity clause set forth in the SUPPLEMENTAL GENERAL CONDITIONS.

The low BIDDER shall supply the names and addresses of major material SUPPLIERS and SUBCONTRACTORS when required to do so by the OWNER.

Inspection trips for prospective BIDDERS will leave from the office of the _____
at _____.

The ENGINEER IS _____. The ENGINEER'S
address is _____.

Additional instructions to proposers:

- 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 (kbauer@cityofhillsdale.org)
City Engineer
City of Hillsdale
Hillsdale, MI 49242
517-437-6479
- 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.

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

Proposal of _____ (hereinafter called "BIDDER"), organized and existing under the laws of the State of _____ doing business as _____*. To the _____ (hereinafter called "OWNER").

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all WORK for the construction of _____ in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies as to its own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the PROJECT within _____ consecutive calendar days thereafter. BIDDER further agrees to pay as liquidated damages, the sum of \$_____ for each consecutive calendar day thereafter as provided in Section 15 of the General Conditions.

BIDDER acknowledges receipt of the following ADDENDUM:

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

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices:

BID SCHEDULE

NOTE: BIDS shall include sales tax and all other applicable taxes and fees.

ITEM DESCRIPTION	QUANT.	UNIT	UNIT COST	TOTAL COST
Mobilization (Max. 5% of Bid Amount)	1	LS		
HMA Surface, Rem	122	SY		
Pav't, Rem	105	SY		
Culv, Rem, Less than 24"	2	EA		
HMA Base Crushing & Shaping	6,050	SY		
Dr Structure Cover, Adj, Case 1	1	EA		
Curb & Gutter, Conc, B-2	280	LF		
HMA, LVSP	1,650	Ton		
HMA Shoulder, LVSP	51	Ton		
Shoulder, Cl 1, 6" (22A)	232	SY		
Ditch Line, Re-Establish	375	LF		
Trench Drain, Slotted	34	LF		
Culv, PVC or NDS Pipe, 12"	38	LF		

Culv, Reinf Conc, 12"	45	LF		
Culv End Section, Metal	4	EA		
Agg Base (22A), Conditioning (If needed)	440	SY		
Subgrade Undercutting, Type II	200	CY		
Turf Establishment	1,360	SY		
Traffic Control	1	LS		
GRAND TOTAL OF BID:				

SIGNATURE NAME OF PROPOSER _____

PRINTED NAME OF PROPOSER _____

TITLE _____

NAME OF COMPANY _____

ADDRESS _____

CITY/STATE/ZIP _____ TELEPHONE _____

EMAIL _____ DATE _____

Seal – (if BID is by a corporation)

(1-15-19) SPECIAL PN

(Guide 19 - Attachment 4)

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, _____
_____ as Principal, and
_____ as Surety, are hereby held and
firmly bound unto _____ as OWNER in the penal sum of
_____ for the payment of
which, well and truly to be made, we hereby jointly and severally bind
ourselves, successors and assigns.

Signed, this _____ day of _____, 20_____.
The Condition of the above obligation is such that whereas the Principal has
submitted to _____ a certain BID,
attached hereto and hereby made a part hereof to enter into a contract in
writing, for the

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attachment hereto (Properly completed in accordance with said BID) and shall furnish a BOND for faithful performance of said contract, and for the payment of all persons performing labor furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

(1-15-79) SPECIAL PN

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Principal (L.S.)

Surety

By: _____

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

oOo

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(name)

(date)

(title)

000

COMPLIANCE STATEMENT

This statement relates to a proposed contract with _____

(Name of borrower or grantee)

who expects to finance the contract with assistance from either the Rural Housing Service (RHS), Rural Business-Cooperative Service (RBS), or the Rural Utilities Service (RUS) or their successor agencies, United States Department of Agriculture (whether by a loan, grant, loan insurance, guarantee, or other form of financial assistance). I am the undersigned bidder or prospective contractor, I represent that:

1. I have, have not, participated in a previous contract or subcontract subject to Executive Order 11246 (regarding equal employment opportunity) or a preceding similar Executive Order.
2. If I have participated in such a contract or subcontract, I have, have not, filed all compliance reports that have been required to file in connection with the contract or subcontract.
 If the proposed contract is for \$50,000 or more: or If the proposed nonconstruction contract is for \$50,000 or more and I have 50 or more employees, I also represent that:
3. I have, have not previously had contracts subject to the written affirmative action programs requirements of the Secretary of Labor.
4. If I have participated in such a contract or subcontract, I have, have not developed and placed on file at each establishment affirmative action programs as required by the rules and regulations of the Secretary of Labor.

I understand that if I have failed to file any compliance reports that have been required of me, I am not eligible and will not be eligible to have my bid considered or to enter into the proposed contract unless and until I make an arrangement regarding such reports that is satisfactory to either the RHS, RBS or RUS, or to the office where the reports are required to be filed.

I also certify that I do not maintain or provide for my employees any segregated facilities at any of my establishments, and that I do not permit my employees to perform their services at any location, under my control, where segregated facilities are maintained. I certify further that I will not maintain or provide for my employees any segregated facilities at any of my establishments, and that I will not permit my employees to perform their services at any location, under my control, where segregated facilities are maintained. I agree that a breach of this certification is a violation of the Equal Opportunity clause in my contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and wash rooms, restaurants and other eating areas time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. I further agree that (except where I have obtained identical certifications for proposed subcontractors for specific time periods) I will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that I will retain such certifications in my files; and that I will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays the valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENTS FOR
CERTIFICATIONS OF NON-SEGREGATED FACILITIES**

A certification of Nonsegregated Facilities, as required by the May 9, 1967, order (32F.R. 7439, may 19, 1967) on Elimination of Segregated Facilities, by the Secretary of Labor, must be submitted prior to the award of a subcontract exceeding \$ 10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

DATE _____

(Signature of Bidder or Prospective Contractor)

Address (including Zip Code)

TECHNICAL SPECIFICATIONS

CITY OF HILLSDALE

GENERAL INFORMATION

Unless noted otherwise all work on this project shall be performed promptly and professionally in conjunction with the project documents, the 2012 MDOT Standard Specifications for Construction and City of Hillsdale Codes and Ordinances, as applicable.

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. All access to the site shall be coordinated with the resident for access.
- A minimum of 48 hours prior to beginning work the contractor shall provide written notices to the property owners about the pending work to be performed should the work directly impact access to homes beyond the normal work times.
- The contractor shall make every effort to maintain responsible access to properties in the work zone. At the end of each workday access to properties shall be re-established.

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

PAY UNIT

Mobilization (Max. 5% of Bid Amount)

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
SLOTTED TRENCH DRAIN
Page 1 of 1**

a. Description. This work consists of furnishing and installing slotted trench drain channel units with grates, embedded in concrete at the locations shown on the plans. Conduct this work in accordance with the standard specifications, except as modified by the manufacturer's specifications, and as directed by the Engineer. The trench drain must be an Engineer approved proprietary system and will include all supplementary or miscellaneous items, appurtenances and devices incidental to a complete installation.

b. Materials. Materials must be in accordance with the standard specifications and as detailed herein. Provide certification from the manufacturer of the approved system that all materials meet or exceed the requirements of this special provision. Notify the Engineer in advance and obtain written approval for any changes in material or design of the system. All components of the system must be from one manufacturer.

1. Trench Drain. Shall be Neenah R3599-A or Engineer approved equal. Any presented equal shall be designed for truck loading and maximum intact of storm water.
2. Concrete. Ensure the concrete encasement meets the requirements of the adjacent concrete work item(s).

c. Construction. Submit shop drawings for the proposed system to the Engineer for approval a minimum of 14 calendar days prior to installation. Obtain written approval of the proposed system prior to installation. Once approved, the system will be installed in conformance with the manufacturer's published installation instructions, as detailed on the plans and as directed by the Engineer.

The concrete placed around the trench drain may be placed monolithically with the adjacent concrete item(s) as required. Ensure the thickness of the concrete around and under the trench drain is uniform and according to manufacturer requirements or contract drawings. During placement of the concrete, use whatever means necessary to ensure there are no voids around or below the pipe and trench drain.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay item:

Pay Item	Pay Unit
Trench Drain.....	Foot

Trench Drain includes any earth excavation and backfill; furnishing and installing the trench drain, grating and associated appurtenances; concrete encasement and expansion joint materials; connection to the storm sewer or open drain at the locations shown on the plans using the materials and installed by the methods as specified by the manufacturer; and any miscellaneous materials, equipment or operations necessary to complete the work as described.

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, within reason, 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.

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 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.

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.

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

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

The Contractor shall provide advance warning signs of their work area and shall maintain two-way traffic on all roadways.

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.

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.

Upon completion of the topsoil surfacing, seeding, and mulching stage 50% of the authorized amount for Turf Establishment will be paid the contractor. The remaining amount will be paid upon final acceptance of the established turf.

CITY OF HILLSDALE
SPECIAL PROVISION
FOR
HMA APPLICATION
Page 1 of 1

DESCRIPTION

This work shall be done in accordance with the requirements of Division 5 of the MDOT 2012 Standard Specifications for Construction, except as specified herein.

CONSTRUCTION

The pavement density may be measured by the Engineer with a Nuclear Density Gage using the Gmm from the Job Mix Formula (JMF) for the density control target in accordance with the MDOT Special Provision for acceptance of HMA Mixture on Local Agency Projects.

MATERIALS

HMA, LVSP shall have a yield of as noted on the construction drawings application table.

The Performance Grade asphalt binder range for the mix shall be 58-28

The Bond Coat material shall be per Section 501.02. The uniform rate of application shall be 0.05 to 0.15 gallon/square yard. No separate payment shall be made for the bond coat material.

Aggregate Wear Index (AWI) for the top course shall be a minimum AWI=220.

MEASUREMENT AND PAYMENT

Measurement and Payment shall be at the contract unit price per Ton.

GENERAL CONDITIONS
&
SUPPLEMENTAL GENERAL
CONDITIONS

GENERAL CONDITIONS

- | | |
|--|--|
| 1. Definitions | 17. Subsurface Conditions |
| 2. Additional Instructions and Detail Drawings | 18. Suspension of Work, Termination, and Delay |
| 3. Schedules, Reports, and Records | 19. Payments to Contractor |
| 4. Drawings and Specifications | 20. Acceptance of Final Payment as Release |
| 5. Shop Drawings | 21. Insurance |
| 6. Materials, Services, and Facilities | 22. Contract Security |
| 7. Inspection and Testing | 23. Assignments |
| 8. Substitutions | 24. Indemnification |
| 9. Patents | 25. Separate Contracts |
| 10. Surveys, Permits, Regulations | 26. Subcontracting |
| 11. Protection of Work, Property, Persons | 27. Engineer's Authority |
| 12. Supervision by Contractor | 28. land and Rights-of-Way |
| 13. Changes in the Work | 29. Guaranty |
| 14. Changes in Contract Price | 30. Arbitration |
| 15. Time for Completion and Liquidated Damages | 31. Taxes |
| 16. Correction of Work | |

1. DEFINITIONS

1.1 Wherever used in the CONTRACT DOCUMENTS, the following terms shall have the meanings indicated and shall be applicable to both the singular and plural thereof:

1.2 ADDENDA - Written or graphic instruments issued prior to the execution of the Agreement which modify or interpret the CONTRACT DOCUMENTS, DRAWINGS and SPECIFICATIONS, by additions, deletions, clarifications, or corrections.

1.3 BID - The offer or proposal of the BIDDER submitted on the prescribed form setting forth the prices for the WORK to be performed.

1.4 BIDDER - Any person, firm, or corporation submitting a BID for the WORK.

1.5 BONDS - Bid, Performance, and Payment Bonds and other instruments of surety, furnished by the CONTRACTOR and the CONTRACTOR'S surety in accordance with the CONTRACT DOCUMENTS.

1.6 CHANGE ORDER - A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the WORK within the general scope of the CONTRACT DOCUMENTS, or authorizing an adjustment in the CONTRACT PRICE or CONTRACT TIME.

1.7 CONTRACT DOCUMENTS - The contract, including Advertisement For BIDS, Information For BIDDERS, BID, BID BOND, Agreement, Payment BOND, Performance BOND, NOTICE OF AWARD, NOTICE TO PROCEED, CHANGE ORDER, DRAWINGS, SPECIFICATIONS, and ADDENDA.

1.8 CONTRACT PRICE - The total monies payable to the CONTRACTOR under the terms and conditions of the CONTRACT DOCUMENTS.

1.9 CONTRACT TIME - The number of calendar days stated in the CONTRACT DOCUMENTS for the completion of the WORK.

1.10 CONTRACTOR - The person, firm, or corporation with whom the OWNER has executed the Agreement.

1.11 DRAWINGS - The parts of the CONTRACT DOCUMENTS which show the characteristics and scope of the WORK to be performed and which have been prepared or approved by the ENGINEER.

1.12 ENGINEER - The person, firm, or corporation named as such in the CONTRACT DOCUMENTS.

1.13 FIELD ORDER - A written order effecting a change in the WORK not involving an adjustment in the CONTRACT PRICE or an extension of the CONTRACT TIME, issued by the ENGINEER to the CONTRACTOR during construction.

1.14 NOTICE OF AWARD - The written notice of the acceptance of the BID from the OWNER to the successful BIDDER.

1.15 NOTICE TO PROCEED - Written communication issued by the OWNER to the CONTRACTOR authorizing him/her to proceed with the WORK and establishing the date for commencement of the WORK.

1.16 OWNER - A public or quasi-public body or authority, corporation, association, partnership, or an individual for whom the WORK is to be performed.

1.17 PROJECT - The undertaking to be performed as provided in the CONTRACT DOCUMENTS.

1.18 RESIDENT PROJECT REPRESENTATIVE - The authorized representative of the OWNER who is assigned to the PROJECT site or any part thereof.

1.19 SHOP DRAWINGS - All drawings, diagrams, illustrations, brochures, schedules and other data which are prepared by the CONTRACTOR, a SUBCONTRACTOR, manufacturer, SUPPLIER or distributor, which illustrate how specific portions of the WORK shall be fabricated or installed.

1.20 SPECIFICATIONS - A part of the CONTRACT DOCUMENTS consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship.

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1.21 SUBCONTRACTOR - An individual, firm, or corporation having a direct contract with CONTRACTOR or with any other SUBCONTRACTOR for the performance of a part of the WORK at the site.

1.22 SUBSTANTIAL COMPLETION - That date certified by the ENGINEER when the construction of the PROJECT or a specified part thereof is sufficiently completed, in accordance with the CONTRACT DOCUMENTS, so that the PROJECT or specified part can be utilized for the purposes for which it is intended.

1.23 SUPPLEMENTAL GENERAL CONDITIONS - Modifications to General Conditions required by a Federal agency for participation in the PROJECT and approved by the agency in writing prior to inclusion in the CONTRACT DOCUMENTS, or such requirements that may be imposed by applicable state laws.

1.24 SUPPLIER - Any person or organization who supplies materials or equipment for the WORK, including that fabricated to a special design, but who does not perform labor at the site.

1.25 WORK - All labor necessary to produce the construction required by the CONTRACT DOCUMENTS, and all materials and equipment incorporated or to be incorporated in the PROJECT.

1.26 WRITTEN NOTICE - Any notice to any party of the Agreement relative to any 1 part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party at their last given address, or delivered in person to said party or their authorized representative on the WORK.

2. ADDITIONAL INSTRUCTIONS AND DETAIL DRAWINGS

2.1 The CONTRACTOR may be furnished additional instructions and detail drawings, by the ENGINEER, as necessary to carry out the WORK required by the CONTRACT DOCUMENTS.

2.2 The additional drawings and instructions thus supplied will become a part of the CONTRACT DOCUMENTS. The CONTRACTOR shall carry out the WORK in accordance with the additional detail drawings and instructions.

3. SCHEDULES, REPORTS AND RECORDS

3.1 The CONTRACTOR shall submit to the OWNER such schedule of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data where applicable as are required by the CONTRACT DOCUMENTS for the WORK to be performed.

3.2 Prior to the first partial payment estimate the CONTRACTOR shall submit construction progress schedules showing the order in which the CONTRACTOR proposes to carry on the WORK, including dates at which the various parts of the WORK will be started, estimated date of completion of each part and, as applicable:

3.2.1 The dates at which special detail drawings will be required; and

3.2.2 Respective dates for submission of SHOP DRAWINGS, the beginning of manufacture, the testing and the installation of materials, supplies and equipment.

3.3 The CONTRACTOR shall also submit a schedule of payments that the CONTRACTOR anticipates will be earned during the course of the WORK.

4. DRAWINGS AND SPECIFICATIONS

4.1 The intent of the DRAWINGS and SPECIFICATIONS is that the CONTRACTOR shall furnish all labor, materials, tools, equipment, and transportation necessary for the proper execution of the WORK in accordance with the CONTRACT DOCUMENTS and all incidental work necessary to complete the PROJECT in an acceptable manner, ready for use, occupancy or operation by the OWNER.

4.2 In case of conflict between the DRAWINGS and SPECIFICATIONS, the SPECIFICATIONS shall govern. Figure dimensions on DRAWINGS shall govern over general DRAWINGS.

4.3 Any discrepancies found between the DRAWINGS and SPECIFICATIONS and site conditions or any inconsistencies or ambiguities in the DRAWINGS or SPECIFICATIONS shall be immediately reported to the ENGINEER, in writing, who shall promptly correct such inconsistencies or ambiguities in writing. WORK done by the CONTRACTOR after discovery of such discrepancies, inconsistencies or ambiguities shall be done at the CONTRACTOR'S risk.

5. SHOP DRAWINGS

5.1 The CONTRACTOR shall provide SHOP DRAWINGS as may be necessary for the prosecution of the WORK as required by the CONTRACT DOCUMENTS. The ENGINEER shall promptly review all SHOP DRAWINGS. The ENGINEER'S approval of any SHOP DRAWING shall not release the CONTRACTOR from responsibility for deviations from the CONTRACT DOCUMENTS. The approval of any SHOP DRAWING which substantially deviates from the requirement of the CONTRACT DOCUMENTS shall be evidenced by a CHANGE ORDER.

5.2 When submitted for the ENGINEER'S review, SHOP DRAWINGS shall bear the CONTRACTOR'S certification that he has reviewed, checked and approved the SHOP DRAWINGS and that they are in conformance with the requirements of the CONTRACT DOCUMENTS.

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5.3 Portions of the WORK requiring a SHOP DRAWING or sample submission shall not begin until the SHOP DRAWING or submission has been approved by the ENGINEER. A copy of each approved SHOP DRAWING and each approved sample shall be kept in good order by the CONTRACTOR at the site and shall be available to the ENGINEER.

6. MATERIALS, SERVICES AND FACILITIES

6.1 It is understood that, except as otherwise specifically stated in the CONTRACT DOCUMENTS, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the WORK within the specified time.

6.2 Materials and equipment shall be so stored as to insure the preservation of their quality and fitness for the WORK. Stored materials and equipment to be incorporated in the WORK shall be located so as to facilitate prompt inspection.

6.3 Manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

6.4 Materials, supplies, and equipment shall be in accordance with samples submitted by the CONTRACTOR and approved by the ENGINEER.

6.5 Materials, supplies, or equipment to be incorporated into the WORK shall not be purchased by the CONTRACTOR or the SUBCONTRACTOR subject to a chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller.

7. INSPECTION AND TESTING

7.1 All materials and equipment used in the construction of the PROJECT shall be subject to adequate inspection and testing in accordance with generally accepted standards, as required and defined in the CONTRACT DOCUMENTS.

7.2 The OWNER shall provide all inspection and testing services not required by the CONTRACT DOCUMENTS.

7.3 The CONTRACTOR shall provide at the CONTRACTOR'S expense the testing and inspection services required by the CONTRACT DOCUMENTS.

7.4 If the CONTRACT DOCUMENTS, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any WORK to specifically be inspected, tested, or approved by someone other than the CONTRACTOR, the CONTRACTOR will give the ENGINEER timely notice of readiness. The CONTRACTOR will then furnish the ENGINEER the required certificates of inspection, testing or approval.

7.5 Inspections, tests, or approvals by the engineer or others shall not relieve the CONTRACTOR from the obligations to perform the WORK in accordance with the requirements of the CONTRACT DOCUMENTS.

7.6 The ENGINEER and the ENGINEER'S representatives will at all times have access to the WORK. In addition, authorized representatives and agents of any participating Federal or State agency shall be permitted to inspect all work, materials, payrolls, records or personnel, invoices of materials, and other relevant data and records. The CONTRACTOR will provide proper facilities for such access and observation of the WORK and also for any inspection or testing thereof.

7.7 If any WORK is covered contrary to the written instructions of the ENGINEER it must, if requested by the ENGINEER, be uncovered for the ENGINEER'S observation and replaced at the CONTRACTOR'S expense.

7.8 If the ENGINEER considers it necessary or advisable that covered WORK be inspected or tested by others, the CONTRACTOR, at the ENGINEER'S request, will uncover, expose or otherwise make available for observation, inspection or testing as the ENGINEER may require, that portion of the WORK in question, furnishing all necessary labor, materials, tools, and equipment. If it is found that such WORK is defective, the CONTRACTOR will bear all the expenses of such uncovering, exposure, observation, inspection and testing and of satisfactory reconstruction, if, however, such WORK is not found to be defective, the CONTRACTOR will be allowed an increase in the CONTRACT PRICE or an extension of the CONTRACT TIME, or both, directly attributable to such uncovering, exposure, observation, inspection, testing and reconstruction and an appropriate CHANGE ORDER shall be issued.

8. SUBSTITUTIONS

8.1 Whenever a material, article, or piece of equipment is identified on the DRAWINGS or SPECIFICATIONS by reference to brand name or catalogue numbers, it shall be understood that this is referenced for the purpose of defining the performance or other salient requirements and that other products of equal capacities, quality and function shall be considered. The CONTRACTOR may recommend the substitution of a material, article, or piece of equipment of equal substance and function for those referred to in the CONTRACT DOCUMENTS

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by reference to brand name or catalogue number, and if, in the opinion of the ENGINEER, such material, article, or piece of equipment is of equal substance and function to that specified, the ENGINEER may approve its substitution and use by the CONTRACTOR. Any cost differential shall be deductible from the CONTRACT PRICE and the CONTRACT DOCUMENTS shall be appropriately modified by CHANGE ORDER. The CONTRACTOR warrants that if substitutes are approved, no major changes in the function or general design of the PROJECT will result. Incidental changes or extra component parts required to accommodate the substitute will be made by the CONTRACTOR without a change in the CONTRACT PRICE or CONTRACT TIME.

9. PATENTS

9.1 The CONTRACTOR shall pay all applicable royalties and license fees, and shall defend all suits or claims for infringement of any patent rights and save the OWNER harmless from loss on account thereof, except that the OWNER shall be responsible for any such loss when a particular process, design, or product of a particular manufacturer or manufacturers is specified, however, if the CONTRACTOR has reason to believe that the design, process or product specified is an infringement of a patent, the CONTRACTOR shall be responsible for such loss unless the CONTRACTOR promptly gives such information to the ENGINEER.

10. SURVEYS, PERMITS, REGULATIONS

10.1 The OWNER shall furnish all boundary surveys and establish all base lines for locating the principal component parts of the WORK together with a suitable number of bench marks adjacent to the WORK as shown in the CONTRACT DOCUMENTS. From the information provided by the OWNER, unless otherwise specified in the CONTRACT DOCUMENTS, the CONTRACTOR shall develop and make all detail surveys needed for construction such as slope stakes, batter boards, stakes for pipe locations and other working points, lines, elevations and cut sheets.

10.2 The CONTRACTOR shall carefully preserve bench marks, reference points and stakes and, in case of willful or careless destruction, shall be charged with the resulting expense and shall be responsible for any mistake that may be caused by their unnecessary loss or disturbance.

10.3 Permits and licenses of a temporary nature necessary for the prosecution of the WORK shall be secured and paid for by the CONTRACTOR unless otherwise stated in the SUPPLEMENTAL GENERAL CONDITIONS. Permits, licenses and easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the OWNER, unless otherwise specified. The

CONTRACTOR shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the WORK as drawn and specified. If the CONTRACTOR observes that the CONTRACT DOCUMENTS are at variance therewith, the CONTRACTOR shall promptly notify the ENGINEER in writing, and any necessary changes shall be adjusted as provided in Section 13, CHANGES IN THE WORK.

11. PROTECTION OF WORK, PROPERTY, AND PERSONS

11.1 The CONTRACTOR will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the WORK. The CONTRACTOR will take all necessary precautions for the safety of, will provide the necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees on the WORK and other persons who may be affected thereby, all the WORK and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

11.2 The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the WORK, all necessary safeguards for safety and protection. The CONTRACTOR will notify owners of adjacent utilities when prosecution of the WORK may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or part, by the CONTRACTOR, any SUBCONTRACTOR or anyone directly or indirectly employed by any of them or anyone directly or indirectly employed by any of them or anyone of whose acts any of them be liable, except damage or loss attributable to the fault of the CONTRACT DOCUMENTS or to the acts or omissions of the OWNER, of the ENGINEER or anyone employed by either of them or anyone for whose acts either of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of the CONTRACTOR.

11.3 In emergencies affecting the safety of persons or the WORK or property at the site or adjacent thereto, the CONTRACTOR, without special instructions or authorization from the ENGINEER or OWNER, shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the ENGINEER prompt WRITTEN NOTICE of any significant changes in the WORK or deviations from the CONTRACT DOCUMENTS caused thereby, and a CHANGE ORDER shall thereupon be issued covering the changes and deviations involved.

12. SUPERVISION BY CONTRACTOR

12.1 The CONTRACTOR will supervise and direct the WORK. He will be solely responsible for the means, methods, techniques, sequences and procedures of

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construction. The CONTRACTOR will employ and maintain on the WORK a qualified supervisor or superintendent who shall have been designated in writing by the CONTRACTOR as the CONTRACTOR'S representative at the site. The supervisor shall have full authority to act on behalf of the CONTRACTOR and all communications given to the supervisor shall be as binding as if given to the CONTRACTOR. The supervisor shall be present on the site at all times as required to perform adequate supervision and coordination of the WORK.

13. CHANGES IN THE WORK

13.1 The OWNER may at any time, as the need arises, order changes within the scope of the WORK without invalidating the Agreement. If such changes increase or decrease the amount due under the CONTRACT DOCUMENTS, or in the time required for performance of the WORK, an equitable adjustment shall be authorized by CHANGE ORDER.

13.2 The ENGINEER, also, may at any time, by issuing a FIELD ORDER, make changes in the details of the WORK. The CONTRACTOR shall proceed with the performance of any changes in the WORK so ordered by the ENGINEER unless the CONTRACTOR believes that such FIELD ORDER entitles the CONTRACTOR to a change in CONTRACT PRICE or TIME, or both, in which event the CONTRACTOR shall give the ENGINEER WRITTEN NOTICE thereof within seven (7) days after the receipt of the ordered change. Thereafter the CONTRACTOR shall document the basis for the change in CONTRACT PRICE or TIME within thirty (30) days. The CONTRACTOR shall not execute such changes pending the receipt of an executed CHANGE ORDER or further instruction from the OWNER.

14. CHANGES IN CONTRACT PRICE

14.1 The CONTRACT PRICE may be changed only by a CHANGE ORDER. The value of any WORK covered by a CHANGE ORDER or of any claim for increase or decrease in the CONTRACT PRICE shall be determined by one or more of the following methods in the order of precedence listed below:

- a. Unit prices previously approved.
- b. An agreed lump sum.

15. TIME FOR COMPLETION AND LIQUIDATED DAMAGES

15.1 The date of beginning and the time for completion of the WORK are essential conditions of the CONTRACT DOCUMENTS and the WORK embraced shall be commenced

on a date specified in the NOTICE TO PROCEED.

15.2 The CONTRACTOR will proceed with the WORK at such rate of progress to insure full completion within the CONTRACT TIME. It is expressly understood and agreed, by and between the CONTRACTOR and the OWNER, that the CONTRACT TIME for the completion of the WORK described herein is a reasonable time, taking into consideration the average climatic and economic conditions and other factors prevailing in the locality of the WORK.

15.3 If the CONTRACTOR shall fail to complete the WORK within the CONTRACT TIME, or extension of time granted by the OWNER, then the CONTRACTOR will pay to the OWNER the amount for liquidated damages as specified in the BID for each calendar day that the CONTRACTOR shall be in default after the time stipulated in the CONTRACT DOCUMENTS.

15.4 The CONTRACTOR shall not be charged with liquidated damages or any excess cost when the delay in completion of the WORK is due to the following and the CONTRACTOR has promptly given WRITTEN NOTICE of such delay to the OWNER or ENGINEER.

15.4.1 To any preference, priority or allocation order duly issued by the OWNER.

15.4.2 To unforeseeable causes beyond the control and without the fault or negligence of the CONTRACTOR, including but not restricted to, acts of God, or of the public enemy, acts of the OWNER, acts of another CONTRACTOR in the performance of a contract with the OWNER, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and abnormal and unforeseeable weather; and

15.4.3 To any delays of SUBCONTRACTORS occasioned by any of the causes specified in paragraphs 15.4.1 and 15.4.2 of this article.

16. CORRECTION OF WORK

16.1 The CONTRACTOR shall promptly remove from the premises all WORK rejected by the ENGINEER for failure to comply with the CONTRACT DOCUMENTS, whether incorporated in the construction or not, and the CONTRACTOR shall promptly replace and reexecute the WORK in accordance with the CONTRACT DOCUMENTS and without expense to the OWNER and shall bear the expense of making good all WORK of other CONTRACTORS destroyed or damaged by such removal or replacement.

16.2 All removal and replacement WORK shall be done at the CONTRACTOR'S expense. If the CONTRACTOR does not take action to remove such rejected WORK within ten (10) days after receipt of WRITTEN NOTICE, the OWNER may remove such

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WORK and store the materials at the expense of the CONTRACTOR.

17. SUBSURFACE CONDITIONS

17.1 The CONTRACTOR shall promptly, and before such conditions are disturbed, except in the event of an emergency, notify the OWNER by WRITTEN NOTICE of:

17.1.1 Subsurface or latent physical conditions at the site differing materially from those indicated in the CONTRACT DOCUMENTS; or

17.1.2 Unknown physical conditions at the site, of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in WORK of the character provided for in the CONTRACT DOCUMENTS.

17.2 The OWNER shall promptly investigate the conditions, and if it is found that such conditions do so materially differ and cause an increase or decrease in the cost of, or in the time required for, performance of the WORK, an equitable adjustment shall be made and the CONTRACT DOCUMENTS shall be modified by a CHANGE ORDER. Any claim of the CONTRACTOR for adjustment hereunder shall not be allowed unless the required WRITTEN NOTICE has been given; provided that the OWNER may, if the OWNER determines the facts so justify, consider and adjust any such claims asserted before the date of final payment.

18. SUSPENSION OF WORK, TERMINATION, AND DELAY

18.1 The OWNER may suspend the WORK or any portion thereof for a period of not more than ninety days or such further time as agreed upon by the CONTRACTOR, by WRITTEN NOTICE to the CONTRACTOR and the ENGINEER which shall fix the date on which WORK shall be resumed. The CONTRACTOR will resume that WORK on the date so fixed. The CONTRACTOR will be allowed an increase in the CONTRACT PRICE or an extension of the CONTRACT TIME, or both, directly attributable to any suspension.

18.2 If the CONTRACTOR is adjudged a bankrupt or insolvent, or makes a general assignment for the benefit of its creditors, or if a trustee or receiver is appointed for the CONTRACTOR or for any of its property, or if CONTRACTOR files a petition to take advantage of any debtor's act, or to reorganize under the bankruptcy or applicable laws, or repeatedly fails to supply sufficient skilled workmen or suitable materials or equipment, or repeatedly fails to make prompt payments to SUBCONTRACTORS or for labor, materials or equipment or disregards laws, ordinances, rules, regulations or orders of any public body having jurisdiction of the WORK or disregards the authority of the ENGINEER, or otherwise violates any provision of the CONTRACT DOCUMENTS, then the OWNER may, without prejudice to any other right or remedy and after giving the

CONTRACTOR and its surety a minimum of ten (10) days from delivery of a WRITTEN NOTICE, terminate the services of the CONTRACTOR and take possession of the PROJECT and of all materials, equipment, tools, construction equipment and machinery thereon owned by the CONTRACTOR, and finish the WORK by whatever method the OWNER may deem expedient. In such case the CONTRACTOR shall not be entitled to receive any further payment until the WORK is finished. If the unpaid balance of the CONTRACT PRICE exceeds the direct and indirect costs of completing the PROJECT, including compensation for additional professional services, such excess SHALL BE PAID TO THE CONTRACTOR. If such costs exceed such unpaid balance, the CONTRACTOR will pay the difference to the OWNER. Such costs incurred by the OWNER will be determined by the ENGINEER and incorporated in a CHANGE ORDER.

18.3 Where the CONTRACTOR'S services have been so terminated by the OWNER, said termination shall not affect any right of the OWNER against the CONTRACTOR then existing or which may thereafter accrue. Any retention or payment of monies by the OWNER due the CONTRACTOR will not release the CONTRACTOR from compliance with the CONTRACT DOCUMENTS.

18.4 After ten (10) days from delivery of a WRITTEN NOTICE to the CONTRACTOR and the ENGINEER, the OWNER may, without cause and without prejudice to any other right or remedy, elect to abandon the PROJECT and terminate the CONTRACT. In such case the CONTRACTOR shall be paid for all WORK executed and any expense sustained plus reasonable profit.

18.5 If, through no act or fault of the CONTRACTOR, the WORK is suspended for a period of more than ninety (90) days by the OWNER or under an order of court or other public authority, or the ENGINEER fails to act on any request for payment within thirty (30) days after it is submitted, or the OWNER fails to pay the CONTRACTOR substantially the sum approved by the ENGINEER or awarded by arbitrators within thirty (30) days of its approval and presentation, then the CONTRACTOR may, after ten (10) days from delivery of a WRITTEN NOTICE to the OWNER and the ENGINEER terminate the CONTRACT and recover from the OWNER payment for all WORK executed and all expenses sustained. In addition and in lieu of terminating the CONTRACT, if the ENGINEER has failed to act on a request for payment or if the OWNER has failed to make any payment as aforesaid, the CONTRACTOR may upon ten (10) days written notice to the OWNER and the ENGINEER stop the WORK until paid all amounts then due, in which event and upon resumption of the WORK CHANGE ORDERS shall be issued for adjusting the CONTRACT PRICE or extending the CONTRACT TIME or both to compensate for the costs and delays attributable to the stoppage of the WORK.

18.6 If the performance of all or any portion of the WORK is suspended, delayed, or interrupted as a result of a failure of the OWNER or ENGINEER to act within the time specified in the CONTRACT DOCUMENTS, or if no time is specified, within a reasonable time, an adjustment in the CONTRACT PRICE or

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an extension of the CONTRACT TIME, or both, shall be made by CHANGE ORDER to compensate the CONTRACTOR for the costs and delays necessarily caused by the failure of the OWNER or ENGINEER.

19. PAYMENT TO CONTRACTOR

19.1 At least ten (10) days before each progress payment falls due (but not more often than once a month), the CONTRACTOR will submit to the ENGINEER a partial payment estimate filled out and signed by the CONTRACTOR covering the WORK performed during the period covered by the partial payment estimate and supported by such data as the ENGINEER may reasonably require. If payment is requested on the basis of materials and equipment not incorporated in the WORK but delivered and suitably stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data, satisfactory to the OWNER, as will establish the OWNER'S title to the material and equipment and protect the OWNER'S interest therein, including applicable insurance. The ENGINEER will, within ten (10) days after receipt of each partial payment estimate, either indicate in writing approval of payment, and present the partial payment estimate to the OWNER, or return the partial payment estimate to the CONTRACTOR indicating in writing the reasons for refusing to approve payment. In the latter case, the CONTRACTOR may make the necessary corrections and resubmit the partial payment estimate. The OWNER will, within ten (10) days of presentation of an approved partial payment estimate, pay the CONTRACTOR a progress payment on the basis of the approved partial payment estimate less the retainage. The retainage shall be an amount equal to 10% of said estimate until 50% of the work has been completed. At 50% completion, further partial payments shall be made in full to the CONTRACTOR and no additional amounts may be retained unless the ENGINEER certifies that the job is not proceeding satisfactorily, but amounts previously retained shall not be paid to the CONTRACTOR. At 50% completion or any time thereafter when the progress of the WORK is not satisfactory, additional amounts may be retained but in no event shall the total retainage be more than 10% of the value of the work completed. Upon substantial completion of the work, any amount retained may be paid to the CONTRACTOR. When the WORK has been substantially completed except for WORK which cannot be completed because of weather conditions, lack of materials or other reasons which in the judgment of the OWNER are valid reasons for noncompletion, the OWNER may make additional payments, retaining at all times an amount sufficient to cover the estimated cost of the WORK still to be completed.

19.2 The request for payment may also include an allowance for the cost of such major materials and equipment which are suitably stored either at or near the site.

19.3 Prior to SUBSTANTIAL COMPLETION, the OWNER, with the approval of the ENGINEER and with the concurrence of the CONTRACTOR, may use any completed or substantially completed portions of the WORK. Such use shall not constitute an acceptance of such portions of the WORK.

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19.4 The OWNER shall have the right to enter the premises for the purpose of doing work not covered by the CONTRACT DOCUMENTS. This provision shall not be construed as relieving the CONTRACTOR of the sole responsibility for the care and protection of the WORK, or the restoration of any damaged WORK except such as may be caused by agents or employees of the OWNER.

19.5 Upon completion and acceptance of the WORK, the ENGINEER shall issue a certificate attached to the final payment request that the WORK has been accepted under the conditions of the CONTRACT DOCUMENTS. The entire balance found to be due the CONTRACTOR, including the retained percentages, but except such sums as may be lawfully retained by the OWNER, shall be paid to the CONTRACTOR within thirty (30) days of completion and acceptance of the WORK.

19.6 The CONTRACTOR will indemnify and save the OWNER or the OWNER'S agents harmless from all claims growing out of the lawful demand of SUBCONTRACTORS, laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, tools, and all supplies, incurred in the furtherance of the performance of the WORK. The CONTRACTOR shall, at the OWNER'S request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the CONTRACTOR fails to do so the OWNER may, after having notified the CONTRACTOR, either pay unpaid bills or withhold from the CONTRACTOR'S unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the CONTRACTOR shall be resumed in accordance with the terms of the CONTRACT DOCUMENTS, but in no event shall the provisions of this sentence be construed to impose any obligations upon the OWNER to either the CONTRACTOR, the CONTRACTOR'S Surety, or any third party. In paying any unpaid bills of the CONTRACTOR, any payment so made by the OWNER shall be considered as a payment made under the CONTRACT DOCUMENTS by the OWNER to the CONTRACTOR and the OWNER shall not be liable to the CONTRACTOR for any such payments made in good faith.

19.7 If the OWNER fails to make payment thirty (30) days after approval by the ENGINEER, in addition to other remedies available to the CONTRACTOR, there shall be added to each such payment interest at the maximum legal rate commencing on the first day after said payment is due and continuing until the payment is received by the CONTRACTOR.

20. ACCEPTANCE OF FINAL PAYMENT AS RELEASE

20.1 The acceptance by the CONTRACTOR of final payment shall be and shall operate as a release to the OWNER of all claims and all liability to the CONTRACTOR other than claims in stated amounts as may be specifically excepted by the CONTRACTOR for all things done or furnished in connection with

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this WORK and for every act and neglect of the OWNER and others relating to or arising out of this WORK. Any payment, however, final or otherwise, shall not release the CONTRACTOR or its sureties from any obligations under the CONTRACT DOCUMENTS or the Performance and Payment BONDS.

21. INSURANCE

21.1 The CONTRACTOR shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of, or result from, the CONTRACTOR'S execution of the WORK, whether such execution be by the CONTRACTOR, any SUBCONTRACTOR, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

21.1.1 Claims under workmen's compensation, disability benefit and other similar employee benefit acts;

21.1.2 Claims for damages because of bodily injury, occupational sickness or disease, or death of employees;

21.1.3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than employees;

21.1.4 Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the CONTRACTOR, or (2) by any other person; and

21.1.5 Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

21.2 Certificates of Insurance acceptable to the OWNER shall be filed with the OWNER prior to commencement of the WORK. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled unless at least fifteen (15) days prior WRITTEN NOTICE has been given to the OWNER.

21.3 The CONTRACTOR shall procure and maintain, at the CONTRACTOR'S own expense, during the CONTRACT TIME, Liability insurance as hereinafter specified:

21.3.1 CONTRACTOR'S General Public Liability and Property Damage Insurance including vehicle coverage issued to the CONTRACTOR and protecting the CONTRACTOR from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the CONTRACT DOCUMENTS, whether such operations be by the CONTRACTOR or by any SUBCONTRACTOR employed by the CONTRACTOR or anyone directly

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or indirectly employed by the CONTRACTOR or by a SUBCONTRACTOR employed by the CONTRACTOR. Insurance shall be written with a limit of liability of not less than \$500,000 for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person in any one accident; and a limit of liability of not less than \$500,000 aggregate for any such damages sustained by two or more persons in any one accident. Insurance shall be written with a limit of liability of not less than \$200,000 for all property damage sustained by any one person in any one accident; and a limit of liability of not less than \$200,000 aggregate for any such damage sustained by two or more persons in any one accident.

21.3.2 The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended Coverage insurance upon the PROJECT to the full insurable value thereof for the benefit of the OWNER, the CONTRACTOR, and SUBCONTRACTORS as their interest may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENTS to fully complete the PROJECT.

21.4 The CONTRACTOR shall procure and maintain, at the CONTRACTOR'S own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the WORK is performed, Workmen's Compensation Insurance, including occupational disease provisions, for all of the CONTRACTOR'S employees at the site of the PROJECT and in case any WORK is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarly to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause each SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of its employees not otherwise protected.

21.5 The CONTRACTOR shall secure, if applicable, "All Risk" type Builder's Risk Insurance for WORK to be performed. Unless specifically authorized by the OWNER, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the BID. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft, and smoke during the CONTRACT TIME, and until the WORK is accepted by the OWNER. The policy shall name as the insured the CONTRACTOR, and the OWNER.

22. CONTRACT SECURITY

22.1 The CONTRACTOR shall within ten (10) days after the receipt of the NOTICE OF AWARD furnish the OWNER with a Performance BOND and a Payment BOND in penal sums equal to the amount of the CONTRACT PRICE, conditioned upon the performance

or indirectly employed by the CONTRACTOR or by a SUBCONTRACTOR employed by the CONTRACTOR. Insurance shall be written with a limit of liability of not less than \$500,000 for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person in any one accident; and a limit of liability of not less than \$500,000 aggregate for any such damages sustained by two or more persons in any one accident. Insurance shall be written with a limit of liability of not less than \$200,000 for all property damage sustained by any one person in any one accident; and a limit of liability of not less than \$200,000 aggregate for any such damage sustained by two or more persons in any one accident.

21.3.2 The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended Coverage insurance upon the PROJECT to the full insurable value thereof for the benefit of the OWNER, the CONTRACTOR, and SUBCONTRACTORS as their interest may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENTS to fully complete the PROJECT.

21.4 The CONTRACTOR shall procure and maintain, at the CONTRACTOR'S own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the WORK is performed, Workmen's Compensation Insurance, including occupational disease provisions, for all of the CONTRACTOR'S employees at the site of the PROJECT and in case any WORK is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarly to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause each SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of its employees not otherwise protected.

21.5 The CONTRACTOR shall secure, if applicable, "All Risk" type Builder's Risk Insurance for WORK to be performed. Unless specifically authorized by the OWNER, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the BID. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft, and smoke during the CONTRACT TIME, and until the WORK is accepted by the OWNER. The policy shall name as the insured the CONTRACTOR, and the OWNER.

22. CONTRACT SECURITY

22.1 The CONTRACTOR shall within ten (10) days after the receipt of the NOTICE OF AWARD furnish the OWNER with a Performance BOND and a Payment BOND in penal sums equal to the amount of the CONTRACT PRICE, conditioned upon the performance

by the CONTRACTOR of all undertakings, covenants, terms, conditions and agreements of the CONTRACT DOCUMENTS, and upon the prompt payment by the CONTRACTOR to all persons supplying labor and materials in the prosecution of the WORK provided by the CONTRACT DOCUMENTS. Such BONDS shall be executed by the CONTRACTOR and a corporate bonding company licensed to transact such business in the state in which the WORK is to be performed and named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Treasury Department Circular Number 570. The expense of these BONDS shall be borne by the CONTRACTOR. If at any time a surety on any such BOND is declared a bankrupt or loses its right to do business in the state in which the WORK is to be performed or is removed from the list of Surety Companies accepted on Federal Bonds, CONTRACTOR shall within ten (10) days after notice from the OWNER to do so, substitute an acceptable BOND (or BONDS) in such form and sum and signed by such other surety or sureties as may be satisfactory to the OWNER. The premiums on such BOND shall be paid by the CONTRACTOR. No further payment shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable BOND to the OWNER.

23. ASSIGNMENTS

23.1 Neither the CONTRACTOR nor the OWNER shall sell, transfer, assign, or otherwise dispose of the Contract or any portion thereof, or of any right, title or interest therein, or any obligations thereunder, without written consent of the other party.

24. INDEMNIFICATION

24.1 The CONTRACTOR will indemnify and hold harmless the OWNER and the ENGINEER and their agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the WORK, provided that any such claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including the loss of use resulting therefrom; and is caused in whole or in part by any negligent or willful act or omission of the CONTRACTOR, and SUBCONTRACTOR, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

24.2 In any and all claims against the OWNER or the ENGINEER, or any of their agents or employees, by any employee of the CONTRACTOR, any SUBCONTRACTOR, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the 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 or any SUBCONTRACTOR under workmen's compensation acts, disability benefit acts or other employee benefits acts.

24.3 The obligation of the CONTRACTOR under this paragraph shall not extend to the liability of the ENGINEER, its agents or employees arising out of the preparation or approval of maps, DRAWINGS, opinions, reports, surveys, CHANGE ORDERS, designs or SPECIFICATIONS.

25. SEPARATE CONTRACTS

25.1 The OWNER reserves the right to let other contracts in connection with this PROJECT. The CONTRACTOR shall afford other CONTRACTORS reasonable opportunity for the introduction and storage of their materials and the execution of their WORK, and shall properly connect and coordinate the WORK with theirs. If the proper execution or results of any part of the CONTRACTOR'S WORK depends upon the WORK of any other CONTRACTOR, the CONTRACTOR shall inspect and promptly report to the ENGINEER any defects in such WORK that render it unsuitable for such proper execution and results.

25.2 The OWNER may perform additional WORK related to the PROJECT or the OWNER may let other contracts containing provisions similar to these. The CONTRACTOR will afford the other CONTRACTORS who are parties to such Contracts (or the OWNER, if the OWNER is performing the additional WORK) reasonable opportunity for the introduction and storage of materials and equipment and the execution of WORK, and shall properly connect and coordinate the WORK with theirs.

25.3 If the performance of additional WORK by other CONTRACTORS or the OWNER is not noted in the CONTRACT DOCUMENTS prior to the execution of the CONTRACT, written notice thereof shall be given to the CONTRACTOR prior to starting any such additional WORK. If the CONTRACTOR believes that the performance of such additional WORK by the OWNER or others involves it in additional expense or entitles it to an extension of the CONTRACT TIME, the CONTRACTOR may make a claim thereof as provided in Sections 14 and 15.

26. SUBCONTRACTING

26.1 The CONTRACTOR may utilize the services of specialty SUBCONTRACTS on those parts of the WORK which, under normal contracting practices, are performed by specialty SUBCONTRACTORS.

26.2 The CONTRACTOR shall not award WORK to SUBCONTRACTOR(s), in excess of fifty (50%) percent of the CONTRACT PRICE, without prior written approval of the OWNER.

(Guide 19 - Attachment 9) (Page 19)
(Revision 1)

26.3 The CONTRACTOR shall be fully responsible to the OWNER for the acts and omissions of its SUBCONTRACTORS, and of persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by the CONTRACTOR.

26.4 The CONTRACTOR shall cause appropriate provisions to be inserted in all subcontracts relative to the WORK to bind SUBCONTRACTORS to the CONTRACTOR by the terms of the CONTRACT DOCUMENTS insofar as applicable to the WORK of SUBCONTRACTORS and to give the CONTRACTOR the same power as regards terminating any subcontract that the OWNER may exercise over the CONTRACTOR under any provision of the CONTRACT DOCUMENTS.

26.5 Nothing contained in this CONTRACT shall create any contractual relationship between any SUBCONTRACTOR and the OWNER. (Revised 2-16-83, PN 869.)

27. ENGINEER'S AUTHORITY

27.1 The ENGINEER shall act as the OWNER'S representative during the construction period, shall decide questions which may arise as to quality and acceptability of materials furnished and WORK performed, and shall interpret the intent of the CONTRACT DOCUMENTS in a fair and unbiased manner. The ENGINEER will make visits to the site and determine if the WORK is proceeding in accordance with the CONTRACT DOCUMENTS.

27.2 The CONTRACTOR will be held strictly to the intent of the CONTRACT DOCUMENTS in regard to the quality of materials, workmanship, and execution of the WORK. Inspections may be made at the factory or fabrication plant of the source of material supply.

27.3 The ENGINEER will not be responsible for the construction means, controls, techniques, sequences, procedures, or construction safety.

27.4 The ENGINEER shall promptly make decisions relative to interpretation of the CONTRACT DOCUMENTS.

28. LAND AND RIGHTS-OF-WAY

28.1 Prior to issuance of NOTICE TO PROCEED, the OWNER shall obtain all land and rights-of-way necessary for carrying out and for the completion of the WORK to be performed pursuant to the CONTRACT DOCUMENTS, unless otherwise mutually agreed.

28.2 The OWNER shall provide to the CONTRACTOR information which delineates and describes the lands owned and rights-of-way acquired.

28.3 The CONTRACTOR shall provide at its own expense and without liability to the OWNER any additional land and access thereto that the CONTRACTOR may desire for temporary construction facilities, or for storage of materials.

29. GUARANTEE

29.1 The CONTRACTOR shall guarantee all materials and equipment furnished and WORK performed for a period of one (1) year from the date of SUBSTANTIAL COMPLETION. The CONTRACTOR warrants and guarantees for a period of one (1) year from the date of SUBSTANTIAL COMPLETION of the system that the completed system is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects including the repairs of any damage to other parts of the system resulting from such defects. The OWNER will give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other WORK that may be made necessary by such defects, the OWNER may do so and charge the CONTRACTOR the cost thereby incurred. The Performance BOND shall remain in full force and effect through the guarantee period.

30. ARBITRATION BY MUTUAL AGREEMENT (Revised 2-16-83, PN 869.)

30.1 All claims, disputes, and other matters in question arising out of, or relating to, the CONTRACT DOCUMENTS or the breach thereof, except for claims which have been waived by making an acceptance of final payment as provided by Section 20, may be decided by arbitration if the parties mutually agree. Any agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in any court having jurisdiction thereof.
(Revised 2-16-83, PN 869.)

30.2 Notice of the request for arbitration shall be filed in writing with the other party to the CONTRACT DOCUMENTS and a copy shall be filed with the ENGINEER. Request for arbitration shall in no event be made on any claim, dispute, or other matter in question which would be barred by the applicable statute of limitations. (Revised 2-16-83, PN 869.)

30.3 The CONTRACTOR will carry on the WORK and maintain the progress schedule during any arbitration proceedings, unless otherwise mutually agreed in writing.

31. TAXES

31.1 The CONTRACTOR will pay all sales, consumer, use, and other similar taxes required by the laws of the place where the WORK is performed.

(Guide 19 - Attachment 9) (Page 21)
(Added 09-16-92, PN 191)

32. ENVIRONMENTAL REQUIREMENTS (Added 09-16-92, PN 191.)

The CONTRACTOR, when constructing a project involving trenching and/or other related earth excavation, shall comply with the following environmental constraints.

32.1 WETLANDS - The CONTRACTOR, when disposing of excess, spoil, or other construction materials on public or private property, WILL NOT FILL IN or otherwise CONVERT WETLANDS.

32.2 FLOODPLAINS - The CONTRACTOR, when disposing of excess, spoil, or other construction materials on public or private property, WILL NOT FILL IN or otherwise CONVERT 100 YEAR FLOODPLAIN areas delineated on the latest FEMA Floodplain Maps.

32.3 HISTORIC PRESERVATION - Any excavation by the Contractor that uncovers an historical or archaeological artifact shall be immediately reported to the PROJECT ENGINEER and a representative of Rural Development. Construction shall be temporarily halted pending the notification process and further directions issued by Rural Development after consultation with the State Historic Preservation Officer (SHPO).

32.4 ENDANGERED SPECIES - The CONTRACTOR shall comply with the Endangered Species Act, which provides for the protection of endangered and/or threatened species and critical habitat. Should any evidence of the presence of endangered and/or threatened species or their critical habitat be brought to the attention of the CONTRACTOR, the CONTRACTOR will immediately report this evidence to the PROJECT ENGINEER and a representative of Rural Development. Construction shall be temporarily halted pending the notification process and further directions issued by Rural Development after consultation with the U.S. Fish and Wildlife Service.

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Rural Development Supplemental General Conditions

The provisions of the Rural Development Supplemental General Conditions as described herein change, amend, or supplement the General Conditions and shall supersede any conflicting provisions of this CONTRACT. All provisions of the General Conditions which are not changed, amended, or supplemented, remain in full force.

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|-------------------------------------|--|
| 1. CONTRACT APPROVAL | 9. SMALL, MINORITY AND WOMEN'S
BUSINESSES |
| 2. CONTRACT CHANGE ORDERS | 10. ANTI-KICKBACK |
| 3. PARTIAL PAYMENT ESTIMATES | 11. VIOLATING FACILITIES |
| 4. CONFLICT OF INTEREST | 12. STATE ENERGY POLICY |
| 5. PROTECTION OF LIVES AND PROPERTY | 13. EQUAL OPPORTUNITY REQUIREMENTS |
| 6. REMEDIES | 14. CERTIFICATE OF OWNER'S ATTORNEY |
| 7. GRATUITIES | 15. RURAL DEVELOPMENT CONCURRENCE |
| 8. AUDIT AND ACCESS TO RECORDS | |

1. Contract Approval.

1.1 The OWNER and the CONTRACTOR will furnish the OWNER'S Attorney such evidence as required so that the OWNER'S Attorney can complete and execute "Certificate of Owner's Attorney" (Section 14) before the OWNER submits the executed Contract Documents to Rural Development for approval.

1.2 Concurrence by the Rural Development State Director or designee in the award of the CONTRACT is required before it is effective and the "Rural Development Concurrence" (Section 15), shall be attached and made a part of the Agreement.

1.3 When a Performance BOND and Payment BOND are provided, the United States acting through Rural Development will be named as co-obligee in these BONDS unless prohibited by State law. Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

1.4 This CONTRACT is expected to be funded in part with funds from the Rural Development. Neither the United States nor any of its departments, agencies, or employees is or will be a party to this CONTRACT or any SUBCONTRACT.

2. Contract Change Orders.

2.1 All changes affecting the project's construction cost or modifications of the terms or conditions of the contract must be authorized by means of a written contract change order which is mutually agreed to by the OWNER and CONTRACTOR and is approved by Rural Development. The contract change order will include extra work, work for which quantities have been altered from those shown in the bidding schedule, as well as decreases or increases in the quantities of installed units which are different than those shown in the bidding schedule because of final measurements. All changes must be recorded on a contract change order before they can be included in a partial payment estimate.

2.2 Form RD 1924-7, "Contract Change Order" or similar form approved by Rural Development shall be used to record CONTRACT changes. (Revised 5-12-87, SPECIAL PN.)

2.3 When the CONTRACT sum is, in whole or in part, based on unit prices, the OWNER reserves the right to increase or decrease a unit price quantity as may be deemed reasonable or necessary in order to complete the work contemplated by this CONTRACT.

3. Partial Payment Estimates.

3.1 Form RD 1924-18, "Partial Payment Estimate," or similar form approved by Rural Development shall be used when periodic payments due the CONTRACTOR. (Revised 5-12-87, SPECIAL PN.)

3.2 The OWNER may after consultation with the ARCHITECT/ENGINEER withhold or, on account of subsequently discovered evidence, nullify the whole or part of any approved partial payment estimate to such extent as may be necessary to protect the OWNER from loss on account of:

3.2.1 Defective work not remedied.

3.2.2 Claims filed.

3.2.3 Failure of CONTRACTOR to make payments properly to subcontractors or suppliers.

3.2.4 A reasonable doubt that the WORK can be completed for the balance then unpaid.

3.2.5 Damage to another CONTRACTOR.

3.2.6 Performance of WORK in violation of the terms of the CONTRACT DOCUMENTS.

3.3 Where WORK on unit price items is substantially complete but lacks testing, clean-up and/or corrections, amounts shall be deducted from unit prices in partial payment estimates to amply cover such testing, clean-up and/or corrections.

3.4 When the items in 3.2 and 3.3 are cured, payment shall be made for amounts withheld because of them.

3.5 Payments will not be made that would deplete the retainage nor place in escrow any funds that are required for retainage nor invest the retainage for the benefit of the CONTRACTOR.

4. Conflict of Interest.

4.1. Unacceptable bidders. An ENGINEER or ARCHITECT (individual or firm including persons they employ) who has prepared plans and specifications will not be considered an acceptable bidder. Any firm or corporation in which such ENGINEER or ARCHITECT (including persons they employ) is an officer, employee, or holds or controls a substantial interest will not be considered an acceptable bidder. Contracts or purchases by the CONTRACTOR shall not be awarded or made to a supplier or manufacturer if the ENGINEER or ARCHITECT (firm or individual) who prepared the plans and specifications has a corporate or financial affiliation with the supplier or manufacturer. Bids will not be awarded to firms or corporations which are owned or controlled wholly or in part by a member of the governing body of the OWNER or to an individual who is such a member.

4.2. The OWNER'S officers, employees, or agents shall not engage in the award or administration of this CONTRACT if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when: (a) the employee, officer or agent; (b) any member of their immediate family; (c) their partner or (d) an organization which employs, or is about to employ, any of the above baa financial or interest in the CONTRACTOR. The OWNER'S officers, employees, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from the CONTRACTOR or subcontractor.

5. Protection of Lives and Property

5.1 In order to protect the lives and health of its employees under the CONTRACT, the CONTRACTOR shall comply with all pertinent provisions of the Occupational Safety and Health Administration (OSHA) and any State Safety and Health agency requirements.

5.2 The CONTRACTOR alone shall be responsible for the safety, efficiency, and adequacy of its plant, appliances, and methods, and for any damage which may result from their failure or their improper construction, maintenance or operation.

6. Remedies. Unless otherwise provided in this CONTRACT, all claims, counterclaims, disputes, and other matters in question between the OWNER and

the CONTRACTOR arising out of or relating to this CONTRACT or the breach thereof will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the OWNER is located.

6.1 The arbitration provisions of this section may be initiated by either party to this CONTRACT by filing with the other party and the ENGINEER/ARCHITECT a WRITTEN REQUEST for arbitration.

6.2 Each party to this CONTRACT will appoint one arbitrator; the two arbitrators will select a third arbitrator.

6.3 The arbitrators will select a hearing location as close to the OWNER'S locale as possible.

6.4 The procedure for conducting the hearings will follow the Construction Industry Arbitration Rules of the American Arbitration Association.

7. Gratuities.

7.1 If the OWNER finds after a notice and hearing that the CONTRACTOR, or any of the CONTRACTOR'S agents or representatives, offered or gave gratuities (in the form of entertainment, gifts, or otherwise) to any official, employee, or agent of the OWNER, the State, or Rural Development officials in an attempt to secure this CONTRACT or favorable treatment in awarding, amending, or making any determinations related to the performance of this CONTRACT, the OWNER may, by written notice to the CONTRACTOR, terminate this CONTRACT. The OWNER may also pursue other rights and remedies that the law or this CONTRACT provides. However, the existence of the facts on which the OWNER bases such findings shall be an issue and may be reviewed in proceedings under the Remedies clause of this CONTRACT.

7.2 In the event this CONTRACT is terminated as provided in paragraph 7.1 the OWNER may pursue the same remedies against the CONTRACTOR as it could pursue in the event of a breach of the CONTRACT by the CONTRACTOR. As a penalty, in addition to any other damages to which it may be entitled by law, the OWNER may pursue exemplary damages in an amount has determined by the OWNER) which shall be not less than three nor more than ten times the costs the CONTRACTOR incurs in providing any such gratuities to any such officer or employee.

8. Audit and Access to Records. For all negotiated contracts (except those of \$10,000 or less), the Rural Development, the Comptroller General, the OWNER or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the CONTRACTOR, which are pertinent to the CONTRACT, for the purpose of making audits, examinations, excerpts and transcriptions. The CONTRACTOR shall maintain all required records for three years after final payment is made and all other pending matters are closed.
9. Small, Minority and Women's Businesses. If the CONTRACTOR intends to let any subcontracts for a portion of the work, the CONTRACTOR shall take affirmative steps to assure that small, minority and women's businesses are used when possible as sources of supplies, equipment, construction, and services. Affirmative steps shall consist of (1) including qualified small minority, and women's businesses on solicitation lists; (2) assuring that small, minority and women's businesses are solicited whenever they are potential sources; (3) dividing total requirements when economically feasible, into small tasks or quantities to permit maximum participation of small, minority and women's businesses; (4) establishing delivery schedules, where the requirements of the work permit, which will encourage participation by small, minority and women's businesses; (5) using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the U.S. Department of Commerce; (6) requiring each party to a subcontract to take the affirmative steps of this section; and (7) CONTRACTORS are encouraged to procure goods and services from labor surplus area firms.
10. Anti-Kickback. The CONTRACTOR shall comply with the Copeland Anti-Kickback Act (18 USC 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). This act provides that each CONTRACTOR shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public facilities, to give up any part of the compensation to which they are otherwise entitled. The OWNER shall report all suspected or reported violations to Rural Development.
11. Violating Facilities. Where this CONTRACT exceeds \$100,000 the CONTRACTOR shall comply with all applicable standards, orders or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations 40 CFR Part 15 which prohibit the awarding of non-exempt federal contracts, grants, or loans to facilities included on EPA's list of violating facilities. The CONTRACTOR will report violations to the EPA.

12. State Energy Policy. The CONTRACTOR shall comply with the Energy Policy and Conservation Act (P.L. 94-163). Mandatory standards and policies relating to energy efficiency, contained in the State Energy Conservation Plan, shall be utilized.
13. Equal Opportunity Requirements. For all contracts in excess of \$10,000, the CONTRACTOR shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

13.1 If the CONTRACT exceeds \$10,000, the CONTRACTOR will execute Form RD 400-6, "Compliance Statement."

13.2 The CONTRACTOR'S compliance with Executive Order 11246 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the Standard Federal Equal Employment Opportunity Construction Contract Specifications, as set forth in 41 CFR Part 60-4 and its efforts to meet the goals established for the geographical area where the CONTRACT is to be performed. The hours of minority and female employment and training must be substantially uniform throughout the length of the CONTRACT, and in each trade, and the CONTRACTOR shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from contractor to contractor or from project to project for the sole purpose of meeting the CONTRACTOR'S goals shall be a violation of the CONTRACT, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

13.3 The CONTRACTOR shall provide written notification to the Director of the Office of Federal Contract Compliance Programs within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the CONTRACT resulting from this solicitation. The notification shall list the name, address and telephone number of the subcontractor; employer identification number; estimated dollar amount of subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the CONTRACT is to be performed.

EXAMPLE CONTRACT DOCUMENTS

NOTICE TO PROCEED

TO: _____ DATE: _____
 _____ Project: _____

You are hereby notified to commence WORK in accordance with the Agreement dated _____, 20__, on or before _____, 20__, and you are to complete the WORK within _____ consecutive calendar days thereafter. The date of completion of all WORK is therefore _____, 20__.

 Owner

By _____

Title _____

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by _____

 this the _____, 20__

 By _____
 Title _____

Employer Identification
 Number _____

oOo

RD Instruction 1942-A
(Guide 19 - Attachment 7)

NOTICE OF AWARD

TO: _____

PROJECT Description: _____

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids dated _____, 20____, and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$_____.

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, Payment BOND and certificates of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this _____ day of _____, 20____.

Owner

By _____

Title _____

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged
by _____.
this the _____ day of _____, 20____.
By _____
Title _____

AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20 ____, by
and between _____, hereinafter called "OWNER"
(name of Owner), (an Individual)
and _____ doing business as (an individual,) or
(a partnership,) or (a corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements
herein after mentioned:

1. The CONTRACTOR will commence and complete the construction of

2. The CONTRACTOR will furnish all of the materials, supplies, tools,
equipment, labor, and other services necessary for the construction and
completion of the PROJECT described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT
DOCUMENTS within _____ calendar days after the date of the NOTICE TO
PROCEED and will complete the same within _____ calendar days unless
the period for completion is extended otherwise by the CONTRACT DOCUMENTS.

4. The CONTRACTOR agrees to perform all of the WORK described in the
CONTRACT DOCUMENTS and comply with the terms therein for the sum of
\$_____ or as shown in the BID schedule.

5. The term "CONTRACT DOCUMENTS" MEANS and includes the following:

- (A) Advertisement For BIDS
- (B) Information For BIDDERS
- (C) BID
- (D) BID BOND
- (E) Agreement
- (F) General Conditions
- (G) SUPPLEMENTAL GENERAL CONDITIONS
- (H) Payment BOND
- (I) Performance BOND
- (J) NOTICE OF AWARD
- (K) NOTICE TO PROCEED
- (L) CHANGE ORDER
- (M) DRAWINGS prepared by _____
numbered _____ through _____, and dated _____,
- (N) SPECIFICATIONS prepared or issued by _____

dated _____, 20_____
- (O) ADDENDA:
No. _____, dated _____, 20 _____
_____, _____, _____
_____, _____, _____
_____, _____, _____
_____, _____, _____
_____, _____, _____

(Guide 19) (Page 3)
(Revision 1)

6. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS.

7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized official, this Agreement in (_____) copies each of which shall be deemed an original on the (Number of Copies) date first above written.

OWNER:

BY _____

Name _____
(Please Type)

Title _____

(SEAL)

ATTEST:

Name _____
(Please Type)

Title _____

CONTRACTOR:

BY _____

Name _____
(Please Type)

Address _____

Employer Identification
Number _____

(SEAL)

ATTEST:

Name _____
(Please Type)

(Guide 19 - Attachment 5)

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS: that

(Name of Contractor)

(Address of Contractor)

a _____, hereinafter called Principal,
and
(Corporation, Partnership, or Individual)

(Name of Surety)

(Address of Surety)
hereinafter called Surety, are held and firmly bound unto _____

(Name of Owner)

(Address of Owner)

hereinafter called OWNER, and the United States of America acting through
Rural Development hereinafter referred to as the Government in the total
aggregate penal sum of _____

_____ Dollars (\$_____)

in lawful money of the United States, for the payment of which sum well and
truly to be made, we bind ourselves, our heirs, executors, administrators,
successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered
into a certain contract with the OWNER, dated the _____ day of _____
19____, a copy of which is hereto attached and made a part hereof for the
construction of:

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term thereof, and any extensions thereof which may be granted by the OWNER, or GOVERNMENT, with or without notice to the SURETY and during the one year guaranty period and if the PRINCIPAL shall satisfy all claims and demands incurred under such contract, and shall fully indemnify and save harmless the OWNER and GOVERNMENT from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the OWNER and GOVERNMENT all outlay and expense which the OWNER and GOVERNMENT may incur in making good any default, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the liability of the PRINCIPAL AND SURETY hereunder to the GOVERNMENT shall be subject to the same limitations and defenses as may be available to them against a claim hereunder by the OWNER, provided, however, that the GOVERNMENT may, at its option, perform any obligations of the OWNER required by the contract.

PROVIDED, FURTHER, that the said SURETY, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to WORK to be performed thereunder or the SPECIFICATIONS accompanying same shall in any way affect its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that it is expressly agreed that the BOND shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon amendment to the Contract not increasing the contract price more than 20 percent, so as to bind the PRINCIPAL and the SURETY to the full and faithful performance of the CONTRACT as so amended. The term "Amendment", wherever used in this BOND, and whether referring to this BOND, the Contract or the Loan Documents shall include any alteration, addition, extension, or modification of any character whatsoever.

PROVIDED, FURTHER, that no final settlement between the OWNER or GOVERNMENT and the PRINCIPAL shall abridge the right of the other beneficiary hereunder, whose claim may be unsatisfied. The OWNER and GOVERNMENT are the only beneficiaries hereunder.

(Guide 19 Attachment 5) (Page 3)

IN WITNESS WHEREOF, this instrument is executed in _____ counterparts, each
Number
one of which shall be deemed an original, this the _____ day of _____

ATTEST:

Principal

(Principal) Secretary

(SEAL)

By _____ (s)

(Witness as to Principal) (Address)

(Address)

Surety

ATTEST:

Witness to Surety BY _____
Attorney-in-Fact

(Address) (Address)

NOTE: Date of BOND must not be prior to date of Contract.

If CONTRACTOR is partnership, all partners should execute BOND.
IMPORTANT: Surety companies executing BONDS must appear on the Treasury
Department's most current list (Circular 570 as amended) and be authorized to
transact business in the state where the Project is located.

oOo

(Guide 19 - Attachment 6)

PAYMENT BOND

KNOW ALL PERSONS BY THESE PRESENTS: that

(Name of Contractor)

(Address of Contractor)

a _____ hereinafter called PRINCIPAL and
(Corporation, Partnership or Individual)

(Name of Surety)

hereinafter called SURETY, are held and firmly bound unto _____

(Name of Owner)

(Address of Owner)

hereinafter called OWNER and the United States of America acting through Rural Development hereinafter referred to as GOVERNMENT, and unto all persons, firms, and corporations who or which may furnish labor, or who furnish materials to perform as described under the contract and to their successors and assigns in the total aggregate penal sum of _____ Dollars (\$ _____)

in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the PRINCIPAL entered into a certain contract with the OWNER, dated the _____ day of _____ 19____, a copy of which is hereto attached and made a part hereof for the construction of:

NOW, THEREFORE, if the PRINCIPAL shall promptly make payment to all persons, firms, and corporations furnishing materials for or performing labor in the prosecution of the WORK provided for in such contract, and any authorized extensions or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, coal and coke, repairs on machinery, equipment and tools, consumed or used in connection with the construction of such WORK, and for all labor cost incurred in such WORK including that by a SUBCONTRACTOR, and to any mechanic or materialman lienholder whether it acquires its lien by operation of State or Federal law; then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, that beneficiaries or claimants hereunder shall be limited to the SUBCONTRACTORS, and persons, firms, and corporations having a direct contract with the PRINCIPAL or its SUBCONTRACTORS.

PROVIDED, FURTHER, that the said SURETY for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the WORK to be performed thereunder or the SPECIFICATIONS accompanying the same shall in any way affect its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of this contract or to the WORK or to the SPECIFICATIONS.

PROVIDE, FURTHER, that no suit or action shall be commenced hereunder by any claimant: (a) Unless claimant, other than one having a direct contract with the PRINCIPAL (or with the GOVERNMENT in the event the GOVERNMENT is performing the obligations of the OWNER), shall have given written notice to any two of the following: The PRINCIPAL, the OWNER, or the SURETY above named within ninety (90) days after such claimant did or performed the last of the work or labor, or furnished the last of the materials for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the PRINCIPAL, OWNER, or SURETY, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the state in which the aforesaid project is located, save that such service need not be made by a public officer. (b) After the expiration of one (1) year following the date of which PRINCIPAL ceased work on said CONTRACT, is being understood, however, that if any limitation embodied in the BOND is prohibited by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.

PROVIDED, FURTHER, that it is expressly agreed that this BOND shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon amendment to the Contract not increasing the contract price more than 20 percent, so as to bind the PRINCIPAL and the SURETY to the full and faithful performance of the Contract as so amended. The term "Amendment", wherever used in this BOND and whether referring to this BOND, the contract or the loan Documents shall include any alteration, addition, extension or modification of any character whatsoever.

PROVIDED, FURTHER, that no final settlement between the OWNER or GOVERNMENT and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

(Guide 19 - Attachment 6) (Page 3)

WITNESS WHEREOF, this instrument is executed in ____ counterparts, each of
Number
which shall be deemed an original, this the ____ day of _____.

ATTEST:

Principal

(Principal) Secretary

(SEAL)

By _____ (s)

(Address)

Witness as to Principal

(Address)

Surety

ATTEST:

By _____

Witness as to Surety

Attorney-in-Fact

(Address)

(Address)

NOTE: Date of BOND must not be prior to date of Contract.
If CONTRACTOR Is partnership, all partners should execute BOND.
IMPORTANT: Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the Project is located.

oOo

14. Certificate of Owner's Attorney.

I, the undersigned, _____, the duly authorized and acting legal representative of _____, do hereby certify as follows

I have examined the attached contract(s) and performance and payment bond(s) and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements are adequate and have has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions, and provisions thereof.

Date: _____

NOTE: Delete phrase "performance and payment bonds" when not applicable.

15. Rural Development Concurrence.

As lender or insurer of funds to defray the costs of this contract, and without liability for any payments thereunder, Rural Development (Rural Development) hereby concurs in the award of this CONTRACT to

U.S. Department of Agriculture
Rural Development

By _____

Title _____

Date _____

This CONTRACT shall not be effective unless and until concurred in by the State Director of Rural Development, U.S. Department of Agriculture or a delegated representative.

CITY OF HILLSDALE, MICHIGAN CONTRACTOR SAFETY POLICY

Good communication is a necessary element of maintaining safety. Everyone working at a jobsite must work cooperatively to identify safety hazards and communicate prevention practices that will improve the safety and health of everyone involved. Therefore, the City of Hillsdale, has implemented the following contractor safety program for our worksites so that on the job injuries are minimized and work practices may be standardized.

Purpose

A written contractor safety policy establishes guidelines to be followed for contractors working for the City of Hillsdale. The rules established:

- Provide a safe working environment.
- Govern facility relationships with outside contractors.
- Ensure that Contractor employees and our employees are trained to protect themselves from all potential and existing hazards.

The effectiveness of the contractor safety program depends upon the active support and involvement of all employees. This plan is intended to ensure that all contractor work practices are carried out safely to minimize the possibility of injury or harm to the contractors' employees or our own employees. It is intended to serve as an additional tool in safeguarding the health and safety of employees.

The very nature of utility construction and operation places employees and contractors in hazardous situations. Workers should always exercise extreme caution when at a jobsite.

This document is provided to ensure that all appropriate City of Hillsdale safety plans, policies and procedures are communicated to all participating contractors. It also provides an avenue for contractors to communicate their safety plans, policies and procedures to the City of Hillsdale. This program aims to prevent personal injuries and illnesses.

Safety Coordinator Duties

The Safety Coordinator is responsible for developing and maintaining the program. Employees may review a copy of the plan. It is located at 45 Monroe St. safety office and in the Safety Dept. folder of the computer system. In addition, the Safety Coordinator is responsible for maintaining any records related to the contractor safety program.

If after reading this program, you find that improvements can be made, please contact the Safety Coordinator. We encourage all suggestions because we are committed to the success of our contractor safety program. We strive for clear understanding, safe behavior, and involvement from every level of our company.

Explanation of Responsibilities

City of Hillsdale Responsibilities

The City of Hillsdale has specific safety responsibilities when hiring contractors, which include the following listed steps:

1. Take steps to protect contract workers who perform work on or near a potentially hazardous process, facility, or area.
2. Obtain and evaluate information regarding the contract employer's safety performance and programs.
3. Inform the contractor of known potential electrical, fire, explosion, or chemical release hazards related to the contractor's work.
4. Develop and implement safe work practice procedures to control contract employee entry into hazardous work areas and operation or repair of utility facilities.
5. Require contractors to provide appropriate personal protective equipment to their employees at all times.
6. Periodically evaluate the contract employer's fulfillment of his or her responsibilities under this policy.
7. Hire and use only contractors who meet Contractor Selection Criteria as listed in the next section of this policy.

Contractor Responsibilities

Contract employees must perform their work safely. Considering that contractors often perform very specialized and potentially hazardous tasks, such as confined space entry activities and non-routine repair activities, their work must be controlled. Contractor responsibilities when accepting contracts with the City of Hillsdale include the following listed steps. The contract employer will:

1. Assure that the contract employee is trained in the work practices necessary to safely perform his or her job.
2. Instruct the contract employee in the potential electrical, fire, explosion, or chemical release hazards related to his or her job and the process.
3. Document contract employee training.
4. Inform contract employees of and then enforce safety rules of the facility, particularly those implemented to control the hazards of the contracted process during operations.
5. Require that all subcontractors abide by the same rules to which the contractor is bound.

6. Abide by the facility smoking rules.
7. Notify plant operators, foremen, or managers of any operations that could interrupt utility services. Also, immediately notify said individuals if an unexpected utility interruption has occurred.

Guidelines for Contractor Safety

The following listed steps are the standard procedures for evaluating and choosing contractors who will work on-site at the City of Hillsdale.

To determine that past safety performance, the group or individual selecting the contractor may consider the contractor's:

- OSHA log, which includes the injury and illness rates (number of lost-time accident cases, number of recordable cases, number of restricted workday cases, number of fatalities) for the past three years.
- Written safety program and training system.

Contractor work methods and experience should be evaluated. Ensure that for the job in question the contractor and its employees have the appropriate:

- Job skills.
- Equipment.
- Knowledge, experience, and expertise.
- Permits, licenses, certifications, or skilled tradespeople necessary to perform the work in question.

The contractor must be willing and able to provide a current certificate of insurance for workers' compensation and general liability coverage with the City of Hillsdale.

Each contractor must be responsible for ensuring that its employees comply with all applicable local, state, and federal safety requirements, as well as with any safety rules and regulations set forth by the City of Hillsdale, at which it is performing the contracted work.

Possible ways to determine past compliance with such safety regulations include:

- Requesting copies of any citations for violations occurring within the last three years, to determine the frequency and type of safety laws violated.
- Having all bidders on jobs describe in detail their safety programs, infractions, accidents, and workers' compensation claims within the last three years.

This information will provide the City of Hillsdale with a solid background on that contractor's safety performance and adherence to safety rules and regulations.

Guidelines for Information Exchange

City of Hillsdale Guidelines for Information Exchange

Before contract work begins, the City of Hillsdale must:

Designate a representative to coordinate and communicate all safety and health issues with the contractor. The designated representative will have a copy of the work document, be thoroughly familiar with its contents, and with the safety and health aspects of the work, or know whom to call to obtain this information. The designated representative is responsible for ensuring that all company responsibilities listed below are carried out.

1. Provide a copy of the applicable safety policies and procedures to the contractor.
2. Inform the contractor of any emergency signals and personnel clearance procedures that may be put into operation in areas where the contractor's employees are working.
3. The contractor should be given the telephone numbers of any appropriate City of Hillsdale BPU manager, the nearest hospital, ambulance service, and fire department.
4. Work directly with the contractor's designated representative, with whom all contacts should be made.
5. Review all contract requirements related to safety and health with the contractor's designated representative, including, but not limited to, rules and procedures, personal protective equipment (PPE), and special work permits or specialized work procedures.
6. Inform contractor's designated representative of the required response to employee alarms and notices.
7. Communicate thoroughly with the contractor's designated representative any safety and health hazards (particularly non-obvious hazards and hazard communication issues) known to be associated with the work, including those in areas adjacent to the worksite. Tell them it is the contractor's responsibility to convey this information to its employees.
8. Ensure that all affected employees at this company receive training on all hazards which the contractor may introduce.

During the contract work, this company must:

1. Limit, as necessary, the entry of company employees into contractor work areas.
2. Monitor the contractor's compliance with the contract throughout the duration of the work. When checking contractor work during the project, note any negligent or unlawful act or condition in violation of safety standards or requirements. Any items noted should be brought immediately to the attention of the contractor's designated representative. However, if an unsafe act or a condition is noted that creates an imminent danger of serious injury, immediate steps should be taken to stop the unsafe act or condition. Do not allow work that is in violation of a regulation to continue.
3. Document all discussions, including place, time, and names of contractor employees involved.

4. For work for which this company has developed specific and generally applicable procedures, make sure contractors and their subcontractors follow the same procedures.
5. Obtain a copy of each OSHA recordable injury report from the contractor and subcontractor. Investigate and report to the director of utilities all personal injuries to contractor and subcontractor employees.
6. Investigate and report any property damage caused by a safety accident. Maintain a contractor accident report file.

Contractor Guidelines for Information Exchange

Before the contract work begins, the contractor must:

1. Designate a representative to coordinate all safety and health issues and communicate with the City of Hillsdale's designated representative.
2. Provide information to the designated representative on the safety and health hazards that may arise during the course of the contractor's work at the City of Hillsdale BPU and the means necessary to avoid danger from those hazards, including Hazard Communication and all other potential hazards.
3. Obtain from the City of Hillsdale any safety rules and regulations in effect at the site or potential hazards present that may affect the contractor's work.
4. Be certain to be informed of any emergency signals and personnel clearance procedures that may be put into operation in areas where the contractor's employees are working.
5. The contractor should be certain to have the telephone numbers of any appropriate City of Hillsdale manager/designee, the nearest hospital, ambulance service, and fire department.
6. Advise and train its employees on hazards associated with the work to be performed, including any Hazard Communication or other hazard information provided the contractor by the City of Hillsdale.
7. Keep the designated representative of the City of Hillsdale fully informed of any work that may affect the safety of the City of Hillsdale's employees or property. This includes complying with the state and federal right-to-know legislation and providing the designated representative appropriate material safety data sheets (MSDSs) or other required information about chemicals the contractor will bring onto the site.
8. Know who to call and what to do in emergencies, including where first aid and medical services are located and train employees on this.

During the contract work, the contractor will:

1. Have a designated site safety coordinator present and attentive to the work being carried out at all times that the contractors and/or subcontractors are working at the site.
2. Ensure that all subcontractors are abiding by the terms of this plan.
3. Perform its work while the plant or system is operating, if necessary, and establish necessary safe practices to permit work under operating conditions without endangering

Any person or property. This includes but is not limited to barricading, sign-posting, grounding, lockout/ tagout, etc.

4. Make sure that any equipment, chemicals, or procedures used by the contractor to perform contracted work meet all OSHA requirements.
5. Be held responsible and accountable for any losses or damages suffered by the City of Hillsdale and/or its employees as a result of contractor negligence.
6. Provide its employees with medical care and first-aid treatment.
7. Use only the plant or building entrance designated, and follow the facility access control practice. The contractor also will ensure that each contractor employee is issued and wears some form of easily seen identification.
8. Provide supervisors and employees who are competent and adequately trained, including training in all health and safety aspects of the work involved in the contract.
9. Provide all tools and equipment for the work, including personal protective equipment (PPE), and ensure the equipment is in proper working order and employees are instructed in its proper use.
10. Maintain good housekeeping in the workplace.
11. Follow specific instructions supplied by this company should emergency alarms be activated.
12. Notify the designated representative immediately of any OSHA recordable injury or illness to contractor employees or subcontractor employees occurring while on the site of this company. Provide a copy of each accident report to the designated representative.
13. Receive and use a copy of any applicable City of Hillsdale written safety policies and procedures.
14. After conclusion of the contract work, the contractor is responsible for cleaning all work areas and disposing of any discarded materials in a proper and legal manner.

Training Requirements

City of Hillsdale Requirements

City of Hillsdale makes sure that affected City employees receive training on all hazards to which they will be introduced by a contractor. In addition, we emphasize to the contractor that it is the contractor's responsibility to convey to its employees any safety information provided by the City of Hillsdale to the contractor.

Contractor Requirements

The contractor must:

- Train all workers on all safety and health hazards and provisions applicable to the type of work being done, and provide documentation of such training to this company's designated representative.

- Train employees on where to obtain first aid and medical services.
- Train employees on appropriate lockout/tagout procedures and the confined space program.

Recordkeeping Requirements

City of Hillsdale Requirements:

The designated representative will:

1. Have a copy of the contract on file and be thoroughly familiar with its contents, and with the safety and health aspects of the work.
2. Keep records of all training done with company workers regarding hazards to be caused by the contracting company.
3. Keep copies of any OSHA recordable injury and illness logs for the project, as well as copies of accident reports on all accidents that occur in the course of the project.
4. Keep records of all documentation of any sort given to you by the contractor, including records of training done, MSDSs, accident reports, etc.
5. Keep records of all documentation of any sort you give to the contractor, including list of hazards to train their employees on, MSDSs, etc.
6. Document all discussions, letters, memos, or other communications made to the contractor regarding safety issues, including place, time, and names of people involved.
7. Compile a report to the director of utilities if there arise any safety or health concerns with the project.

Contractor Requirements:

The contractor will:

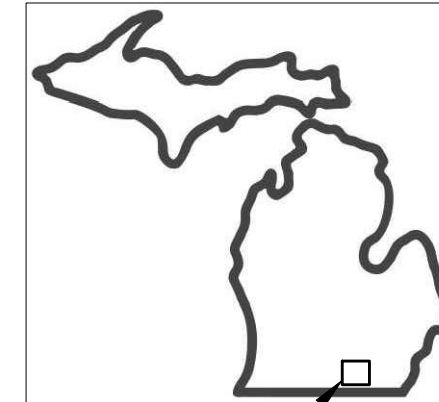
1. Keep records of all training done with contract workers and all documentation provided to the contracting company regarding such training.
2. Have on file the telephone numbers of the appropriate City of Hillsdale manager, the nearest hospital, ambulance service, and fire department.
3. Have copies on-site of all material safety data sheets (MSDSs) or other required information about chemicals relevant to the work on-site.
4. Keep an OSHA recordable injury and illness log for the project, as well as copies of accident reports on all accidents that occur in the course of the project.
5. Assist utility workers in completing utility outage reports related to the contractor's actions.



CITY OF HILLSDALE

URAN STREET

STREET IMPROVEMENTS



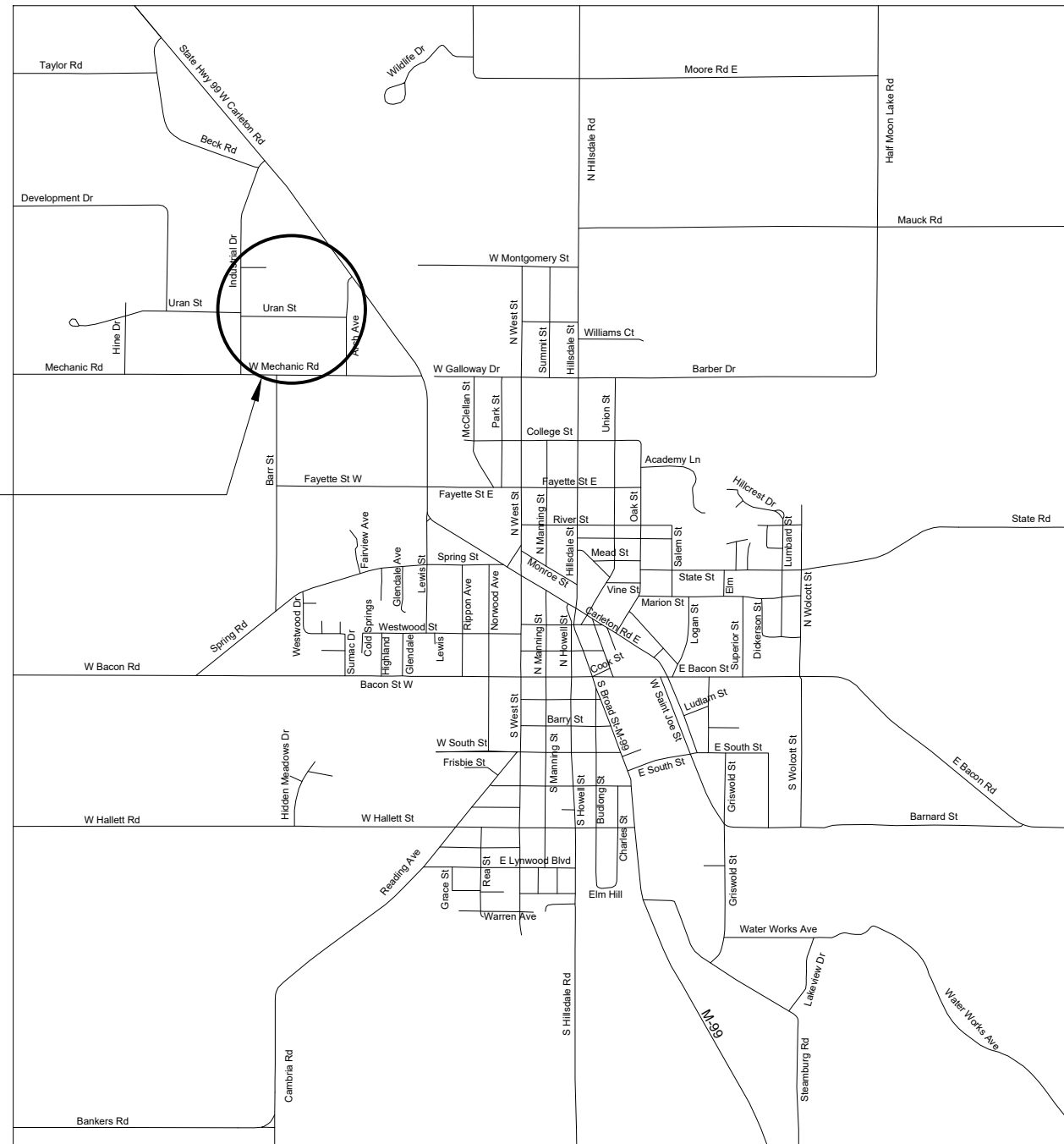
SITE LOCATION

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

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
URAN ST



SHEET NO.	DESCRIPTION
CS	COVER SHEET
C1	REMOVAL AND UTILITY PLAN
C2	CONSTRUCTION - STA. 0+19 TO 4+75
C3	CONSTRUCTION - STA. 4+75 TO 14+25
C4	CONSTRUCTION - STA. 14+25 TO 18+57
C5	STANDARD CONSTRUCTION DETAILS
C6	TRAFFIC CONTROL

AREA MAP
NOT TO SCALE

NOT FOR CONSTRUCTION

CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS
COVER SHEET

SCALE
NTS

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

CS

REFERENCES TO SPECIFICATIONS:

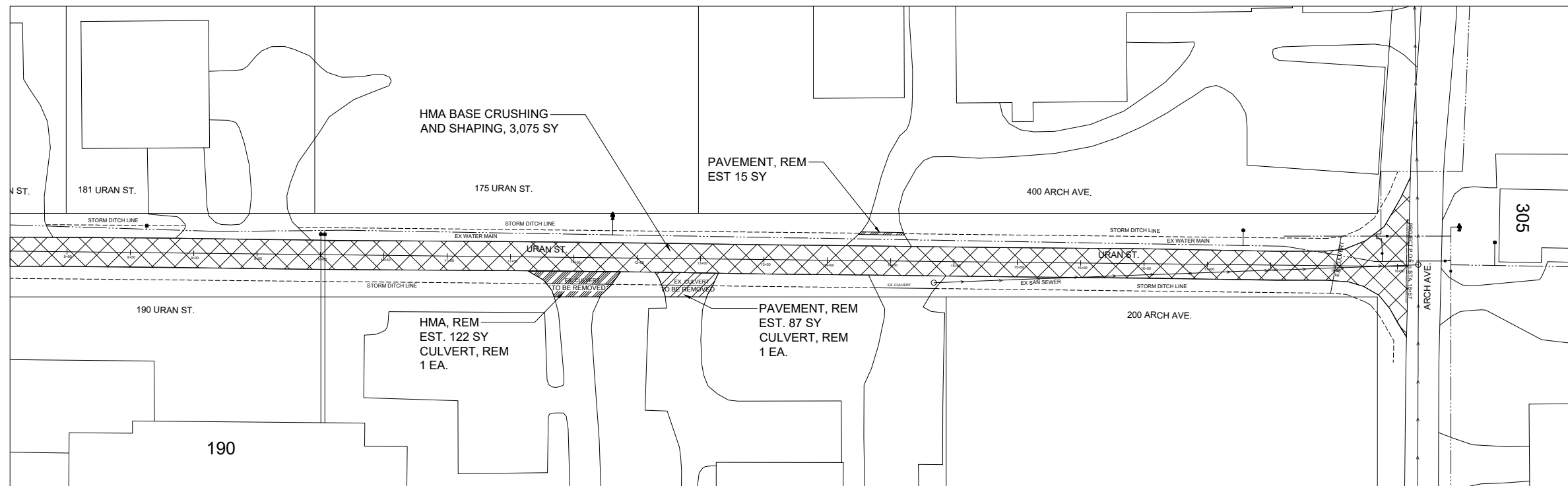
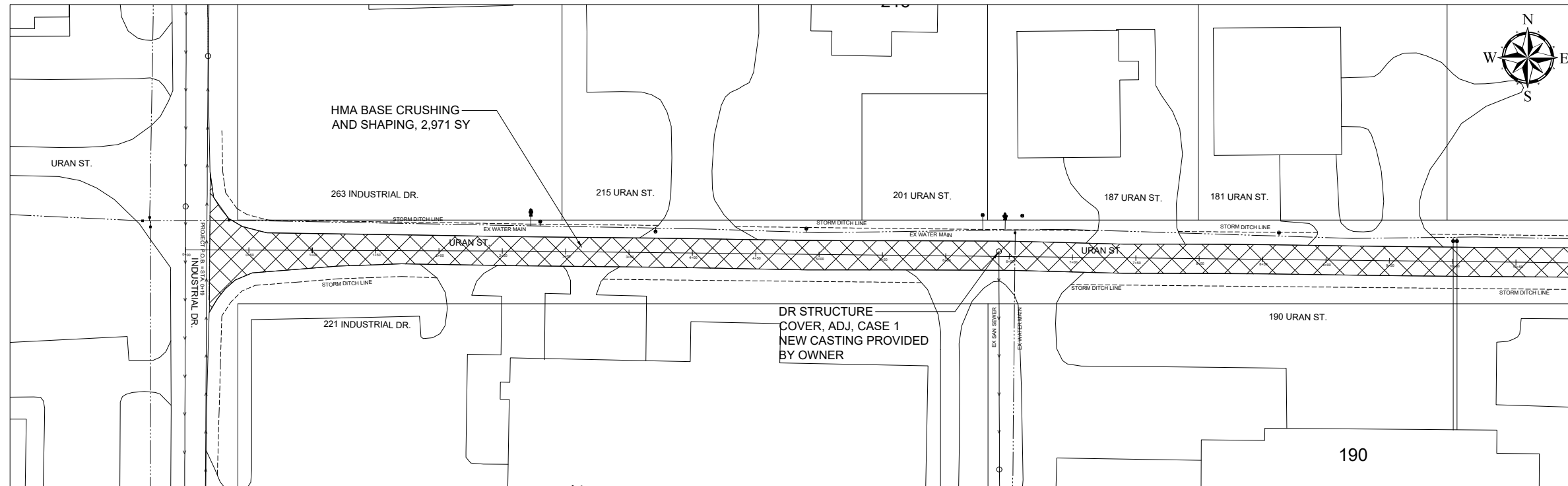
THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROJECT DRAWINGS, NOTES, AND THE APPLICABLE SECTIONS OF THE 2012 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.

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

REVISIONS	DATE

**CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS**

REMOVALS AND UTILITIES



EXISTING UTILITY LEGEND

- WATER MAIN
- WATER SERVICE
- SANITARY SEWER
- - - - STORM DITCH/CULVERTS
- WATER VALVE OR CURB STOP
- 🔥 FIRE HYDRANT

REMOVAL LEGEND

- ▨ HMA BASE CRUSHING AND SHAPING
- ▨ PAVT, REM
- ▨ HMA, REM

REMOVAL QUANTITIES

QUANTITY	UNIT	DESCRIPTION
6050	SY	HMA BASE CRUSHING AND SHAPING
122	SY	HMA SURFACE, REM
105	SY	PAVT, REM
2	EA	CULV, REM, LESS THAN 24"
1	EA	DR STRUCTURE COVER, ADJ, CASE 1

REFER TO C5 FOR TYPICAL CONSTRUCTION DETAILS.

NOT FOR CONSTRUCTION

SCALE

1" = 100'

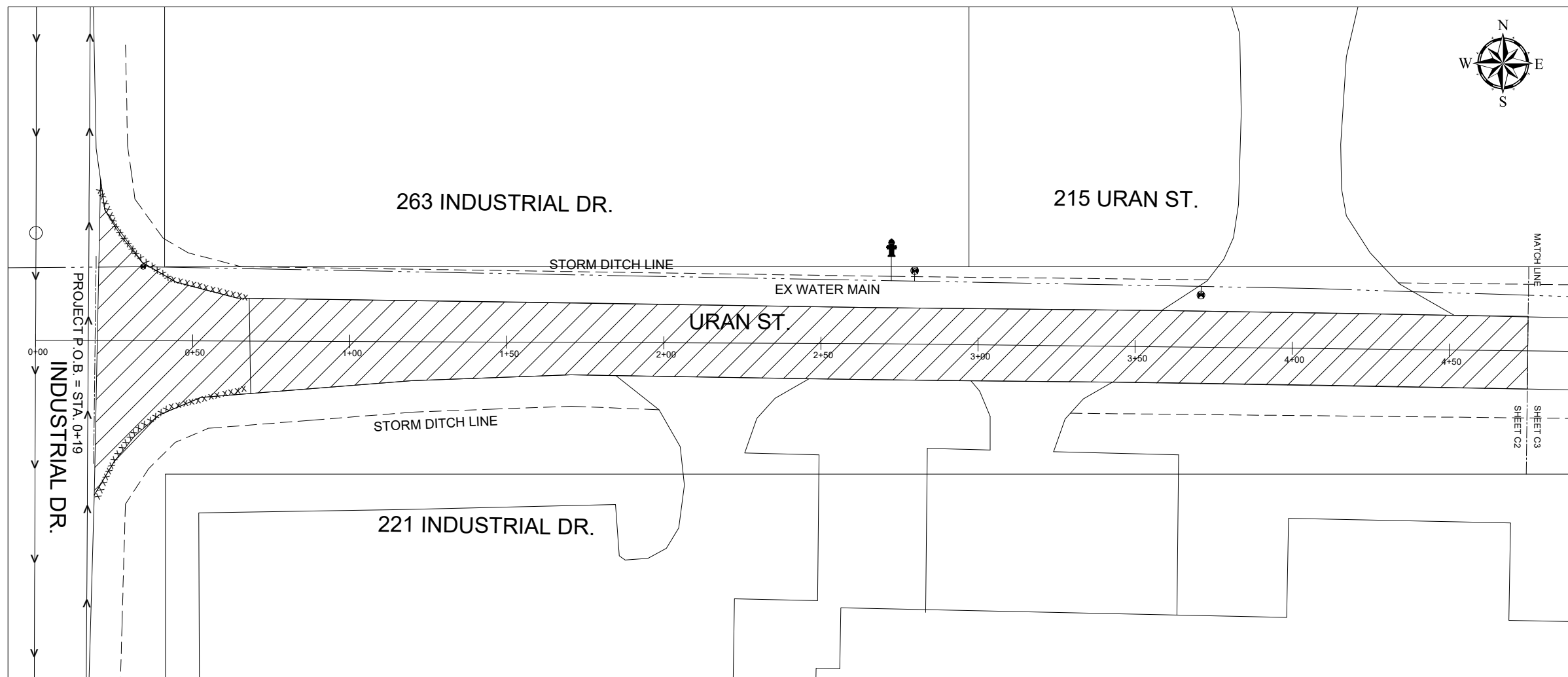
	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

C1

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE



CONSTRUCTION NOTES (APPLICABLE TO ALL SHEETS, AS NEEDED):

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: NEW CURB & GUTTER SHALL BE B-2 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. SECTIONS LONGER THAN 10'-0" WILL REQUIRE 2-#4 EPOXY COATED REINFORCING BARS.

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 EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1 OR 2. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT. ANY REQUIRED NEW CASTINGS WILL BE PROVIDED BY THE CITY.

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.

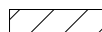
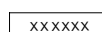
LAWN SPRINKLERS: OWNERS OF EXISTING LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED, IN WRITING WITH A COPY SENT TO THE CITY ENGINEER, BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK THAT WILL EFFECT THOSE SYSTEMS/LANDSCAPING. IF THE OWNER FAILS TO RELOCATE THE ITEMS PRIOR TO THE BEGINNING 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 DISTRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING.

LANDSCAPE RETORATION: 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.

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.

CONSTRUCTION LEGEND

-  HMA, LVSP
-  NEW CURB & GUTTER, B-2

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
120	LF	CURB & GUTTER, CONC, B-2
470	TON	HMA, LVSP
13	TON	HMA SHOULDER, LVSP
58	SY	SHOULDER, CL 1, 6 INCH
125	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED
50	CY	SUBGRADE UNDERCUTTING, TYPE II
225	SY	TURF ESTABLISHMENT

NOT FOR CONSTRUCTION

REFER TO C5 FOR TYPICAL PROPOSED CROSS SECTION.

CITY OF HILLSDALE
 HILLSDALE, MI
 URAN STREET
 STREET IMPROVEMENTS

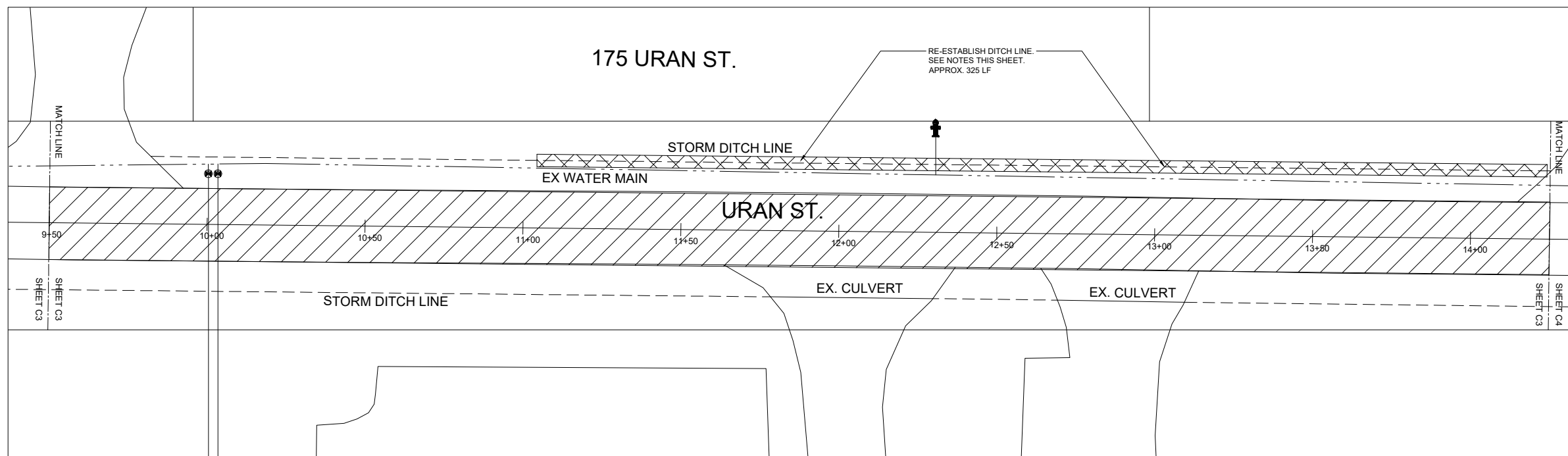
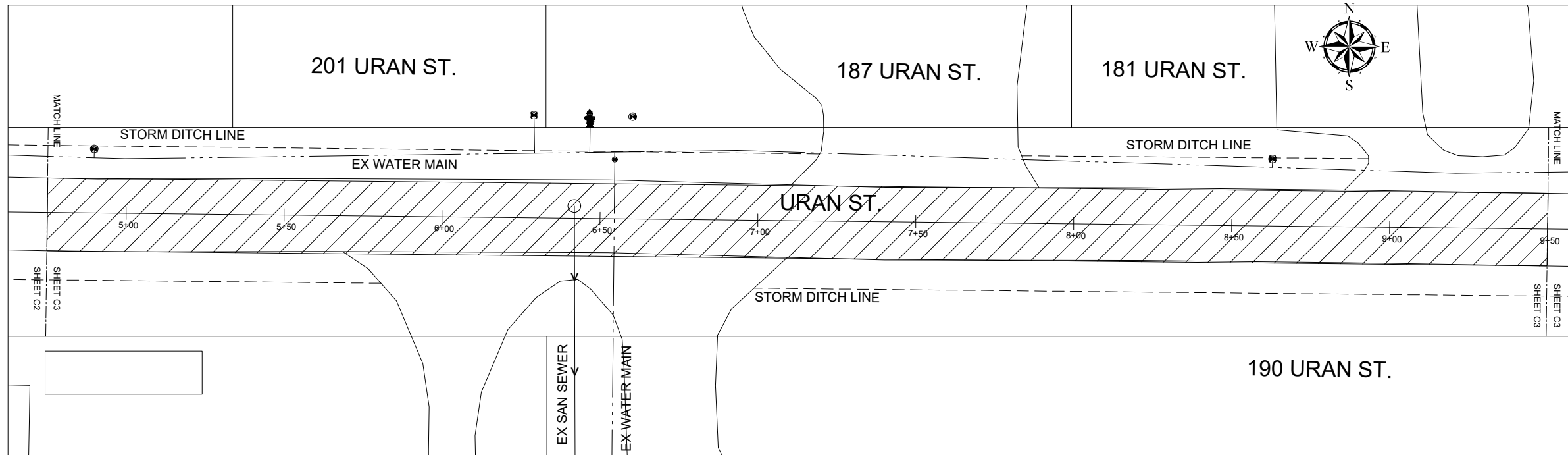
CONSTRUCTION - STA 0+19 TO 4+75

SCALE:
1" = 40'

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

C2



CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS

CONSTRUCTION - STA 4+75 TO 14+25

NOTES FOR RE-ESTABLISHMENT OF DITCH LINE:

1. THE NEW RE-ESTABLISHED DITCH SHALL BE A CONSTRUCTED TO FACILITATE REMOVAL OF WATER FROM THE ADJACENT ROADWAY AND MOVEMENT TO THE EAST TOWARD ARCH AVE.
2. THE DITCH SHALL BE ASSUMED TO BE A ROUND BOTTOM DITCH WITH A 1:6 SLOPE.
3. MATERIAL REMOVED TO RE-ESTABLISH THE DITCH SHALL BE USED TO DEVELOP A "BERM" ADJACENT TO THE EXISTING POLE LINE.
4. ELEVATIONS FOR THE DITCH WILL BE FIELD DETERMINED BASED ON ELEVATIONS REQUIRED FOR INSTALLATION OF THE NEW TRENCH DRAIN LOCATED IN THE DRIVE APPROACH AT 400 ARCH AVE.
5. FORE SLOPE AND BACK SLOPES GRADES SHALL BE ESTABLISHED SO AS TO FACILITATE REASONABLE MOWING OF THE DITCH LINE.

NOT FOR CONSTRUCTION

PROJECT QUANTITIES -THIS SHEET

QUANTITY	UNIT	DESCRIPTION
780	TON	HMA, LVSP
25	TON	HMA SHOULDER, LVSP
116	SY	SHOULDER, CL 1, 6 INCH
325	LF	DITCH LINE, RE-ESTABLISH
210	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED
100	CY	SUBGRADE UNDERCUTTING, TYPE II
850	SY	TURF ESTABLISHMENT

CONSTRUCTION LEGEND

- HMA, LVSP
- DITCH LINE WORK

REFER TO C5 FOR TYPICAL PROPOSED CROSS SECTION.

SCALE:
1" = 40'

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

C3

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS DATE

CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS

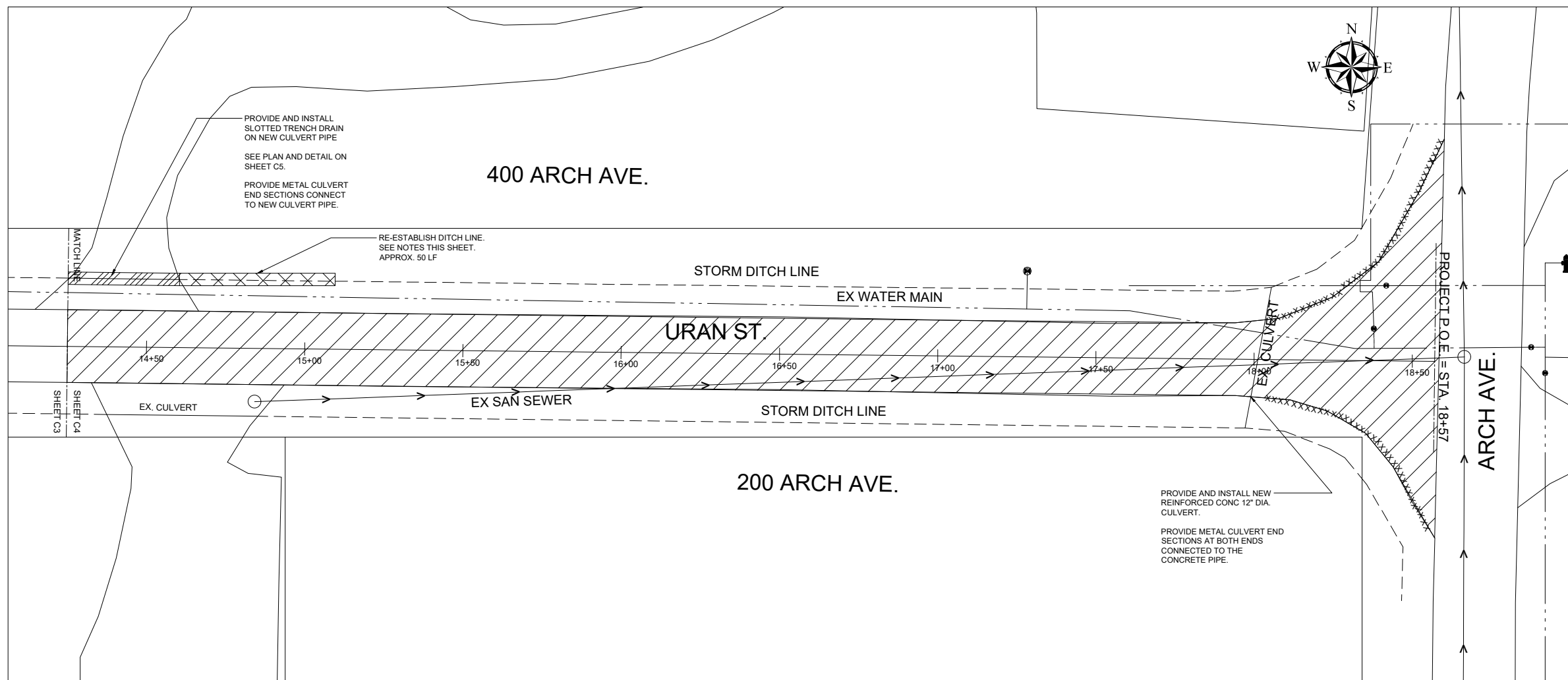
CONSTRUCTION - STA. 14+75 TO 18+57

SCALE:
NTS

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

C4



NOTES FOR RE-ESTABLISHMENT OF DITCH LINE:

1. THE NEW RE-ESTABLISHED DITCH SHALL BE A CONSTRUCTED TO FACILITATE REMOVAL OF WATER FROM THE ADJACENT ROADWAY AND MOVEMENT TO THE EAST TOWARD ARCH AVE.
2. THE DITCH SHALL BE ASSUMED TO BE A ROUND BOTTOM DITCH WITH A 1:6 SLOPE.
3. MATERIAL REMOVED TO RE-ESTABLISH THE DITCH SHALL BE USED TO DEVELOP A "BERM" ADJACENT TO THE EXISTING POLE LINE.
4. ELEVATIONS FOR THE DITCH WILL BE FIELD DETERMINED BASED ON ELEVATIONS REQUIRED FOR INSTALLATION OF THE NEW TRENCH DRAIN LOCATED IN THE DRIVE APPROACH AT 400 ARCH AVE.
5. FORE SLOPE AND BACK SLOPES GRADES SHALL BE ESTABLISHED SO AS TO FACILITATE REASONABLE MOWING OF THE DITCH LINE.

CONSTRUCTION LEGEND

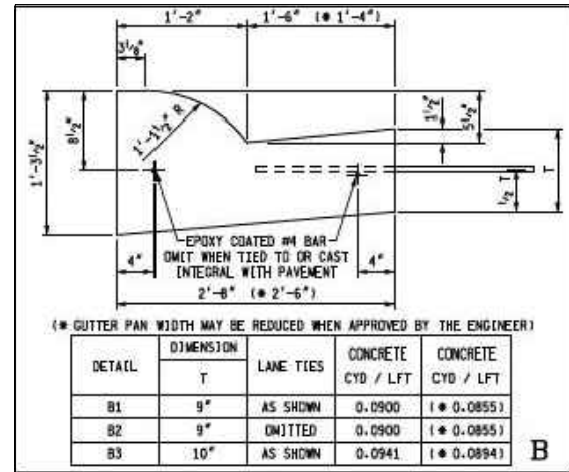
	HMA, LVSP
	DITCH LINE WORK
	SLOTTED TRENCH DRAIN
	NEW CURB & GUTTER, B-2

PROJECT QUANTITIES - THIS SHEET

QUANTITY	UNIT	DESCRIPTION
160	LF	CURB & GUTTER, CONC, B-2
395	TON	HMA, LVSP
13	TON	HMA SHOULDER, LVSP
58	SY	SHOULDER, CL 1, 6 INCH
50	LF	DITCH LINE, RE-ESTABLISH
34	LF	TRENCH DRAIN, SLOTTED
38	LF	CULV, PVC OR NDS PIPE, 12"
45	LF	CULV, REINF CONC, 12"
4	EA	CULV END SECT, METAL
105	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED
50	CY	SUBGRADE UNDERCUTTING, TYPE II
285	SY	TURF ESTABLISHMENT

REFER TO C5 FOR TYPICAL
PROPOSED CROSS SECTION.

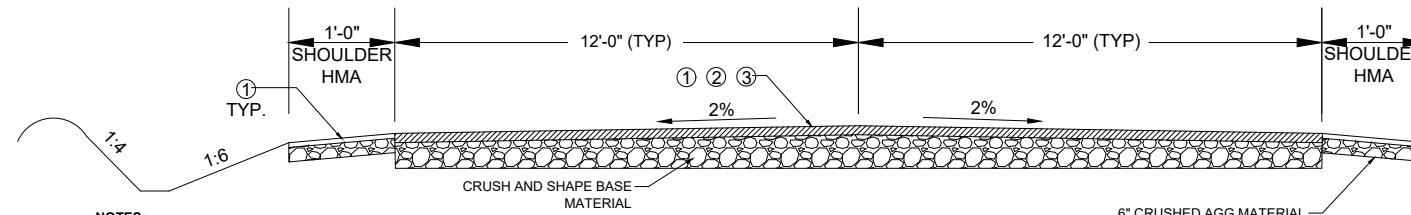
NOT FOR CONSTRUCTION



TYPICAL B-2 CURB DETAIL
NOT TO SCALE

HMA APPLICATION TABLE						
COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	BASE	LVSP	220 LBS/SYD	PG 58-28	-	
②	LEVELING	LVSP	165 LBS/SYD	PG 58-28	-	
③	SURFACE	LVSP	165 LBS/SYD	PG 58-28	220	

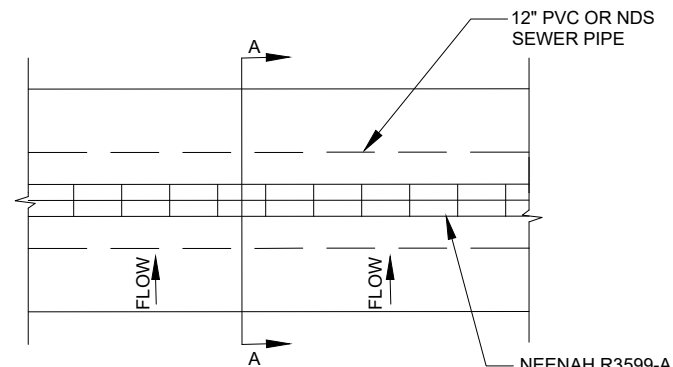
NOTE: BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.



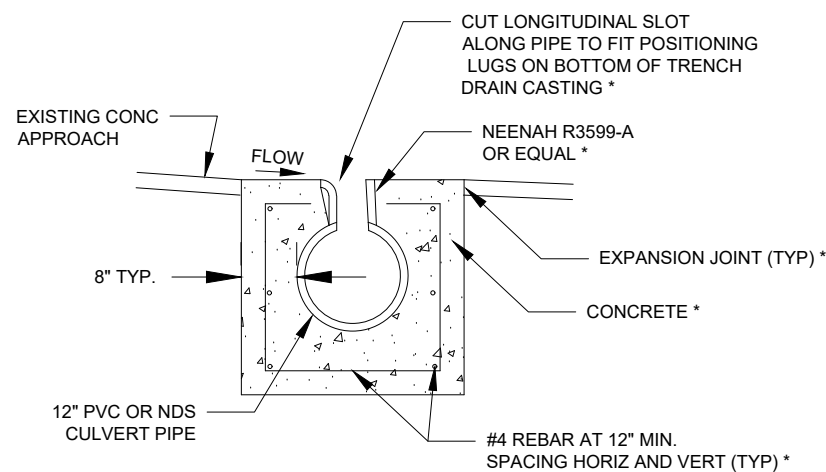
PROPOSED CROSS SECTION
NOT TO SCALE

NOTES:

- 1) DITCH SLOPES AND DEPTHS ARE ESTIMATED. ACTUAL DEPTHS AND WIDTHS WILL BE DETERMINED IN THE FIELD AS NEEDED FOR FLOW AND ADJACENT CULVERT DEPTHS.
- 2) PROVIDE 1'-0" WIDE X 6" GRAVEL SHOULDER ADJACENT TO THE PAVED SHOULDER. TYPICAL



TRENCH DRAIN PLAN
SCALE: NONE



SECTION A-A
SCALE: NONE
* INCLUDED IN PAYMENT FOR TRENCH DRAIN

1. THE CONTRACTOR SHALL ADEQUATELY SECURE THE PIPE AND CASTING SO THAT DURING CONSTRUCTION OF THE TRENCH DRAIN IT MAINTAINS IT PROPOSED HORIZONTAL AND VERTICAL ALIGNMENT.
2. THE CONTRACTOR SHALL COVER THE CASTING DURING CONSTRUCTION TO INSURE DEBRIS DOES NOT ENTER THE PIPE.

NOT FOR CONSTRUCTION

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@michigangasutilities.com	ELECTRIC:	CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6417 ATTN: CHRIS McARTHUR cmcarthur@hilldalebpu.com
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CABLE TELEVISION:	COMCAST 16718 US 12 CEMENT CITY, MI 49233 P - 734-359-1669 ATTN: JEFF DOBIES	TELEPHONE:	AT&T 1041 HURST ROAD JACKSON, MI 49201 P - 517-750-0660 ATTN: KAREN TRUDGEN karen.m.trudgen@att.com
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WATER/SEWER:	CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6412 ATTN: JEFF GIER jgier@hilldalebpu.com	PUBLIC WORKS:	CITY OF HILLSDALE 149 WATER WORKS AVE HILLSDALE, MI 49242 517-437-6491 ATTN: JAKE HAMMEL jhammel@cityofhilldale.org
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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.

REVISIONS DATE

CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS

CONSTRUCTION DETAILS

SCALE
NOT TO SCALE

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

C5

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
HILLSDALE, MI
URAN STREET
STREET IMPROVEMENTS

TRAFFIC CONTROL

SCALE:
NTS

	NAME	DATE
DESIGNED	KLB	1/20/22
DRAWN	KLB	1/24/22
CHECKED	JH/JB	

DRAWING NO.
C6

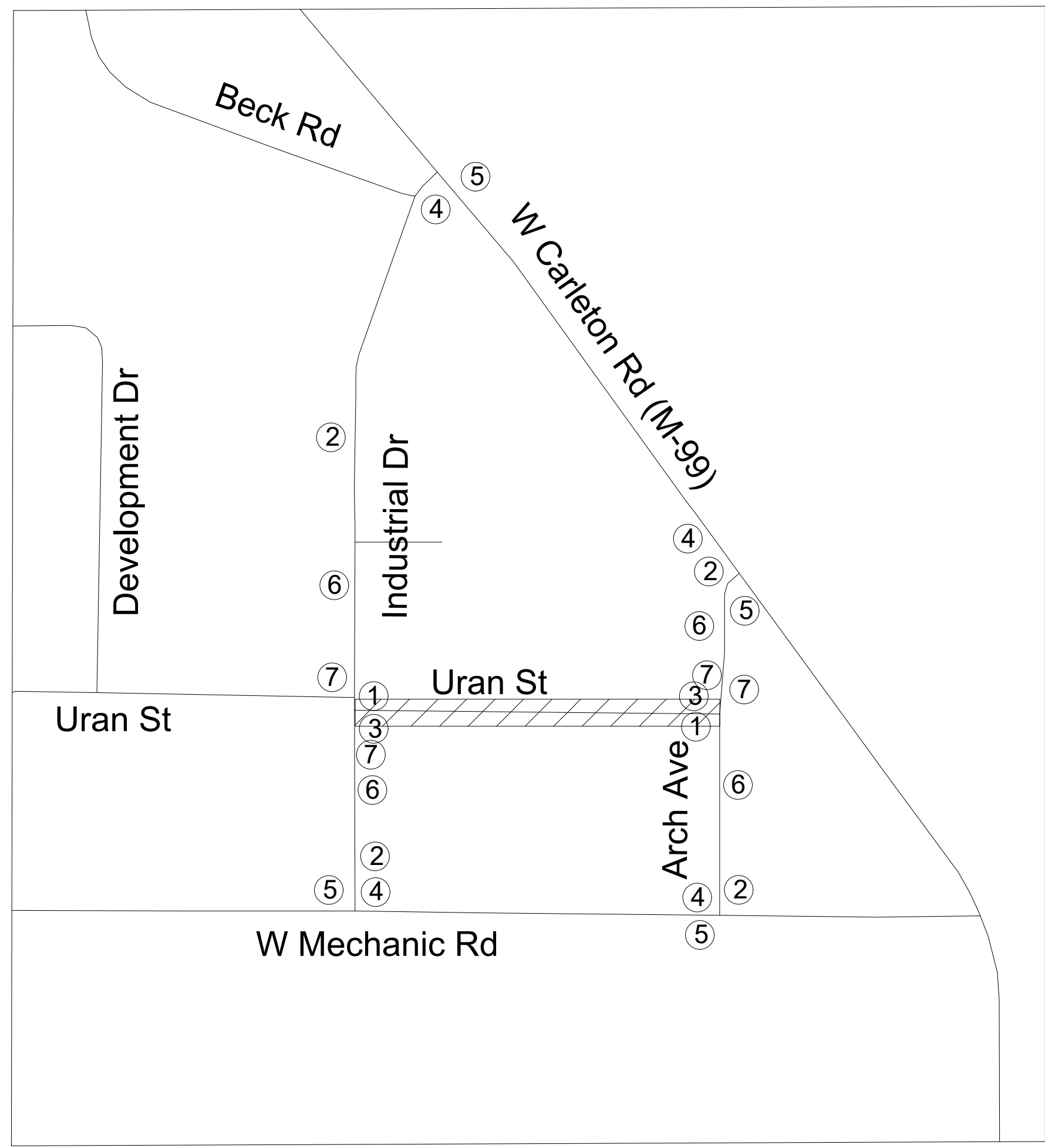
TRAFFIC CONTROL KEY

KEY	CODE	SIGN	*QTY
①		TYPE III BARRICADE HIGH INTENSITY	2 LOCATION
②	W20-3	STREET CLOSED AHEAD	4
③	R11-4	STREET CLOSED TO THRU TRAFFIC	2
④	M4-9R	DETOUR ARROW RIGHT	4
⑤	M4-9L	DETOUR ARROW LEFT	4
⑥	W20-2	DETOUR AHEAD	4
⑦	M4-9S	DETOUR STRAIGHT	4
⑧	M4-8A	DETOUR ENDS	0
⑨	M4-10R	DETOUR ARROW RIGHT	0
⑩	M4-10L	DETOUR ARROW LEFT	1

* 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.



City of Hillsdale

Agenda Item Summary

Meeting Date: February 21, 2022

Agenda Item: Public Hearing

SUBJECT: 2022 Special Assessment District - SAD# 22-06,
Morry Street, E & W Lynwood Boulevard, S. Howell Street
Public Hearing and Resolution

BACKGROUND PROVIDED BY STAFF: Kristin Bauer, City Engineer

At the February 7, 2022 City Council meeting a public hearing date of February 21, 2022 was set to consider comments on the creation of the Morry, Lynwood, S. Howell Special Assessment District (SAD# 22-06).

The total estimated cost for this project, as broken out below, is \$1,080,000 with \$802,700 being paid by the City and \$277,300 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. It is important to note that the total assessed cost to the affected property owners will not go above the policy maximum assessment limit of \$5,000 per parcel or 25% of the property value per Hillsdale Ordinance Chapter 2, Article V, Section 2-335, whichever is the lesser amount.

STREET	PROJECT LIMITS	TOTAL ESTIMATE	CITY COST SHARE	ASSESSED SHARE
Morry St.	S. Howell to Walnut	\$ 230,000	\$ 212,800	\$ 17,200
E&W Lynwood Blvd	S. Howell to Reading	\$ 390,000	\$ 226,850	\$ 163,150
S. Howell St.	Hallett to south city limits	\$ 460,000	\$ 363,050	\$ 96,950
TOTALS		\$ 1,080,000	\$ 802,700	\$ 277,300

Notice of the meeting was published once each week for two successive weeks in the local newspaper. Affected property owners were mailed information on the proposed district on February 8, 2022.

According to the City Charter, Sec. 2-335 Hearing procedure, “If more than 50% of the number of owners of privately owned real property to be assessed for such improvement shall object **in**

writing to the proposed improvement, the improvement shall not be made without the affirmative vote of seven of the members of the council.”

RECOMMENDATION:

City staff recommends City Council hold the public hearing regarding the creation of the Morry, Lynwood, S Howell Street Special Assessment District (SAD# 22-06) and consider adopting the attached resolution to move forward in establishing said district.

CITY OF HILLSDALE

RESOLUTION NO. _____

A RESOLUTION TO APPROVE ESTABLISHMENT OF THE MORRY, LYNWOOD, S HOWELL STREET SPECIAL ASSESSMENT DISTRICT (SAD# 22-06).

Minutes of a regular meeting of the City Council of the City of Hillsdale, Hillsdale County Michigan, held in the City Hall, City Council Chambers, 97 North Broad Street, Hillsdale, Michigan, in said City, on February 21, 2022 at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the City Council, by resolution _____ at its February 21, 2022 regular meeting, deemed it necessary and declared its intention to construct improvements, including road rehabilitation and other appurtenances for Morry Street, E & W Lynwood Boulevard and S. Howell Street, and did provide a public hearing; and

NOW, THEREFORE, BE IT RESOLVED THAT,

1. That said public improvements be made and the City Manager be directed to proceed with the same.
2. That the plans, specifications and detailed estimates relating to said improvements, as filed with the City Clerk, be hereby approved and adopted and the City Manager is directed to take action necessary to accomplish the said improvements.
3. That the estimated total cost of said improvement is estimated to be \$1,080,000.
4. That \$277,300 of said estimated cost shall be defrayed by special assessment and \$802,700 shall be paid by major and local street funds.
5. That the said special assessment may be paid in ten (10) installments. The first installment shall be due and payable on or before August 31st, following the confirmation of said

special assessment roll, and one installment shall be due annually thereafter until paid in full. Interest shall be charged at a rate of six (6%) percent per annum on all unpaid installments after the initial due date. The balance, including interest, can be paid off at any time.

6. That the premiums upon which special assessments shall be levied, and which shall be hereafter known and designated as Special Assessment District #22-06, are described as follows:

Special Assessment Properties
Morry Street – S. Howell to Walnut
E & W Lynwood Blvd – S. Howell to Reading
S. Howell – Hallett to southern City Limits

7. That the City Assessor is directed to prepare a Special Assessment Roll in accordance with this resolution.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

PASSED IN OPEN COUNCIL MEETING THIS 21ST DAY OF FEBRUARY 2022.

Adam Stockford, Mayor

ATTEST:

Katy Price, Clerk



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

2022 Hillsdale Street Projects

The City of Hillsdale is requesting proposal for the following street projects:

Morry St. (S. Howell to Walnut), S. Howell St. (Hallett to south city limits) and Lynwood Blvd. (S. Howell to Reading Ave.) – Project includes street milling and resurfacing including potential miscellaneous subgrade and concrete curb/gutter and sidewalk work.

All work shall be in accordance with the project drawings and the 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 XXXXXX, 2022 at the following location:

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

Project Locations:

Located in the SW quadrant of the city, east of Broad Street (M-99) and south of Hallett Street.

Project Scope of Work:

Work consists of milling and resurfacing all roads referenced on the attached project drawings within the specific project limits.

Concrete work on the project will consist of miscellaneous removal and replacement of concrete curb and gutter and construction sidewalk ADA ramp and sidewalk in locations noted on the project drawings.

A new storm sewer system may be constructed on Morry Street and S. Howell as shown on the project drawings.

Manholes within the area may require new castings which will be provided by the city. Locations are noted on the attached project drawings. Costs for placement of the new casting are covered in the cost for adjustment at each casting noted.

Prior to this project a new water main will be reconstructed on Morry St. by others. That contract will require the contractor to restore the trench on Morry St. by utilizing compacted Class II sand backfill over the main and overlaid by 12" of compacted 22A aggregate base. The watermain trench within the intersection of S. Howell St. and Morry St. will be restored using 2" of HMA, which will be removed during the paving project. Any necessary curb and gutter replacements, paving work and turf restorations required as a result of the previous water main work will be completed under this contract.

Traffic control and detour signage for this project shall as shown in the construction drawings.

Due to this proximity to Hillsdale Hospital the contractor shall maintain, to the best of their ability, maximum access to the hospital. The city will be communicating regularly with hospital management the project schedule.

Anticipated Project Schedule:

City Council Anticipated Award of Contract: XXXXX, 2022
Anticipated Construction Start Date: July 1, 2022 or after completion of the Morry Street water main project.
Construction Completion Date: October 15, 2022

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, "2022 Street Projects – 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

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

DRAFT

PROPOSAL:

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

ITEM DESCRIPTION	QUANT.	UNIT	UNIT COST	TOTAL COST
Mobilization (Max. 5% of Bid Amount)	1	LS		
Curb & Gutter, Rem	700	LF		
Sidewalk, Rem	21	SY		
HMA Surface, Rem	14,645	SY		
Machine Grading	14,645	SY		
Pav't, Rem	26	SY		
Storm Sewer Pipe SDR 35 PVC, 12 Inch, Tr Det B	815	LF		
Dr Structure, 24 Inch	9	EA		
Dr Structure Cover, Adj, Case 1	20	EA		
Gate Valve, Adj, Case 1	18	EA		
Curb & Gutter, Conc, F-4	700	LF		
Sidewalk, Conc, 4 inch	0	SF		
Sidewalk/Driveway, Conc, 6 Inch	191	SF		
Sidewalk Ramp, Conc, 6 Inch	110	SF		
Detectable Warning	10	LF		
HMA, LVSP	3845	Ton		
Agg Base (22A), Conditioning (If needed)	300	SY		
Subgrade Undercutting, Type II	150	CY		
Turf Establishment	700	SY		
Traffic Control	1	LS		
GRAND TOTAL:				

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

CITY OF HILLSDALE

GENERAL INFORMATION

Unless noted otherwise all work on this project shall be performed promptly and professionally in conjunction with the project documents, the 2012 MDOT Standard Specifications for Construction and City of Hillsdale Codes and Ordinances, as applicable.

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. All access to the site shall be coordinated with the resident for access.
- A minimum of 48 hours prior to beginning work the contractor shall provide written notices to the property owners about the pending work to be performed should the work directly impact access to homes beyond the normal work times.
- The contractor shall make every effort to maintain responsible access to properties in the work zone. At the end of each work day access to properties shall be re-established.

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
SIDEWALK/DRIVEWAY/RAMPS, CONC, 4 or 6 INCH
Page 1 of 1

DESCRIPTION

This work shall consist of replacing removed concrete sidewalk/driveway/ramps 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, sidewalks at drives and ADA sidewalk ramps shall be a minimum of 6” thick and fully 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 the concrete 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. Pedestrian barricades will be paid under Traffic Control item.

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
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, within reason, 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.

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 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.

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.

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

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

The Contractor shall provide advance warning signs of their work area and shall maintain two-way traffic on all roadways.

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.

**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.

Upon completion of the topsoil surfacing, seeding, and mulching stage 50% of the authorized amount for Turf Establishment will be paid the contractor. The remaining amount will be paid upon final acceptance of the established turf.

CITY OF HILLSDALE, MICHIGAN CONTRACTOR SAFETY POLICY

Good communication is a necessary element of maintaining safety. Everyone working at a jobsite must work cooperatively to identify safety hazards and communicate prevention practices that will improve the safety and health of everyone involved. Therefore, the City of Hillsdale, has implemented the following contractor safety program for our worksites so that on the job injuries are minimized and work practices may be standardized.

Purpose

A written contractor safety policy establishes guidelines to be followed for contractors working for the City of Hillsdale. The rules established:

- Provide a safe working environment.
- Govern facility relationships with outside contractors.
- Ensure that Contractor employees and our employees are trained to protect themselves from all potential and existing hazards.

The effectiveness of the contractor safety program depends upon the active support and involvement of all employees. This plan is intended to ensure that all contractor work practices are carried out safely to minimize the possibility of injury or harm to the contractors' employees or our own employees. It is intended to serve as an additional tool in safeguarding the health and safety of employees.

The very nature of utility construction and operation places employees and contractors in hazardous situations. Workers should always exercise extreme caution when at a jobsite.

This document is provided to ensure that all appropriate City of Hillsdale safety plans, policies and procedures are communicated to all participating contractors. It also provides an avenue for contractors to communicate their safety plans, policies and procedures to the City of Hillsdale. This program aims to prevent personal injuries and illnesses.

Safety Coordinator Duties

The Safety Coordinator is responsible for developing and maintaining the program. Employees may review a copy of the plan. It is located at 45 Monroe St. safety office and in the Safety Dept. folder of the computer system. In addition, the Safety Coordinator is responsible for maintaining any records related to the contractor safety program.

If after reading this program, you find that improvements can be made, please contact the Safety Coordinator. We encourage all suggestions because we are committed to the success of our contractor safety program. We strive for clear understanding, safe behavior, and involvement from every level of our company.

Explanation of Responsibilities

City of Hillsdale Responsibilities

The City of Hillsdale has specific safety responsibilities when hiring contractors, which include the following listed steps:

1. Take steps to protect contract workers who perform work on or near a potentially hazardous process, facility, or area.
2. Obtain and evaluate information regarding the contract employer's safety performance and programs.
3. Inform the contractor of known potential electrical, fire, explosion, or chemical release hazards related to the contractor's work.
4. Develop and implement safe work practice procedures to control contract employee entry into hazardous work areas and operation or repair of utility facilities.
5. Require contractors to provide appropriate personal protective equipment to their employees at all times.
6. Periodically evaluate the contract employer's fulfillment of his or her responsibilities under this policy.
7. Hire and use only contractors who meet Contractor Selection Criteria as listed in the next section of this policy.

Contractor Responsibilities

Contract employees must perform their work safely. Considering that contractors often perform very specialized and potentially hazardous tasks, such as confined space entry activities and non-routine repair activities, their work must be controlled. Contractor responsibilities when accepting contracts with the City of Hillsdale include the following listed steps. The contract employer will:

1. Assure that the contract employee is trained in the work practices necessary to safely perform his or her job.
2. Instruct the contract employee in the potential electrical, fire, explosion, or chemical release hazards related to his or her job and the process.
3. Document contract employee training.
4. Inform contract employees of and then enforce safety rules of the facility, particularly those implemented to control the hazards of the contracted process during operations.
5. Require that all subcontractors abide by the same rules to which the contractor is bound.

6. Abide by the facility smoking rules.
7. Notify plant operators, foremen, or managers of any operations that could interrupt utility services. Also, immediately notify said individuals if an unexpected utility interruption has occurred.

Guidelines for Contractor Safety

The following listed steps are the standard procedures for evaluating and choosing contractors who will work on-site at the City of Hillsdale.

To determine that past safety performance, the group or individual selecting the contractor may consider the contractor's:

- OSHA log, which includes the injury and illness rates (number of lost-time accident cases, number of recordable cases, number of restricted workday cases, number of fatalities) for the past three years.
- Written safety program and training system.

Contractor work methods and experience should be evaluated. Ensure that for the job in question the contractor and its employees have the appropriate:

- Job skills.
- Equipment.
- Knowledge, experience, and expertise.
- Permits, licenses, certifications, or skilled tradespeople necessary to perform the work in question.

The contractor must be willing and able to provide a current certificate of insurance for workers' compensation and general liability coverage with the City of Hillsdale.

Each contractor must be responsible for ensuring that its employees comply with all applicable local, state, and federal safety requirements, as well as with any safety rules and regulations set forth by the City of Hillsdale, at which it is performing the contracted work.

Possible ways to determine past compliance with such safety regulations include:

- Requesting copies of any citations for violations occurring within the last three years, to determine the frequency and type of safety laws violated.
- Having all bidders on jobs describe in detail their safety programs, infractions, accidents, and workers' compensation claims within the last three years.

This information will provide the City of Hillsdale with a solid background on that contractor's safety performance and adherence to safety rules and regulations.

Guidelines for Information Exchange

City of Hillsdale Guidelines for Information Exchange

Before contract work begins, the City of Hillsdale must:

Designate a representative to coordinate and communicate all safety and health issues with the contractor. The designated representative will have a copy of the work document, be thoroughly familiar with its contents, and with the safety and health aspects of the work, or know whom to call to obtain this information. The designated representative is responsible for ensuring that all company responsibilities listed below are carried out.

1. Provide a copy of the applicable safety policies and procedures to the contractor.
2. Inform the contractor of any emergency signals and personnel clearance procedures that may be put into operation in areas where the contractor's employees are working.
3. The contractor should be given the telephone numbers of any appropriate City of Hillsdale BPU manager, the nearest hospital, ambulance service, and fire department.
4. Work directly with the contractor's designated representative, with whom all contacts should be made.
5. Review all contract requirements related to safety and health with the contractor's designated representative, including, but not limited to, rules and procedures, personal protective equipment (PPE), and special work permits or specialized work procedures.
6. Inform contractor's designated representative of the required response to employee alarms and notices.
7. Communicate thoroughly with the contractor's designated representative any safety and health hazards (particularly non-obvious hazards and hazard communication issues) known to be associated with the work, including those in areas adjacent to the worksite. Tell them it is the contractor's responsibility to convey this information to its employees.
8. Ensure that all affected employees at this company receive training on all hazards which the contractor may introduce.

During the contract work, this company must:

1. Limit, as necessary, the entry of company employees into contractor work areas.
2. Monitor the contractor's compliance with the contract throughout the duration of the work. When checking contractor work during the project, note any negligent or unlawful act or condition in violation of safety standards or requirements. Any items noted should be brought immediately to the attention of the contractor's designated representative. However, if an unsafe act or a condition is noted that creates an imminent danger of serious injury, immediate steps should be taken to stop the unsafe act or condition. Do not allow work that is in violation of a regulation to continue.

3. Document all discussions, including place, time, and names of contractor employees involved.
4. For work for which this company has developed specific and generally applicable procedures, make sure contractors and their subcontractors follow the same procedures.
5. Obtain a copy of each OSHA recordable injury report from the contractor and subcontractor. Investigate and report to the director of utilities all personal injuries to contractor and subcontractor employees.
6. Investigate and report any property damage caused by a safety accident. Maintain a contractor accident report file.

Contractor Guidelines for Information Exchange

Before the contract work begins, the contractor must:

1. Designate a representative to coordinate all safety and health issues and communicate with the City of Hillsdale's designated representative.
2. Provide information to the designated representative on the safety and health hazards that may arise during the course of the contractor's work at the City of Hillsdale BPU and the means necessary to avoid danger from those hazards, including Hazard Communication and all other potential hazards.
3. Obtain from the City of Hillsdale any safety rules and regulations in effect at the site or potential hazards present that may affect the contractor's work.
4. Be certain to be informed of any emergency signals and personnel clearance procedures that may be put into operation in areas where the contractor's employees are working.
5. The contractor should be certain to have the telephone numbers of any appropriate City of Hillsdale manager/designee, the nearest hospital, ambulance service, and fire department.
6. Advise and train its employees on hazards associated with the work to be performed, including any Hazard Communication or other hazard information provided the contractor by the City of Hillsdale.
7. Keep the designated representative of the City of Hillsdale fully informed of any work that may affect the safety of the City of Hillsdale's employees or property. This includes complying with the state and federal right-to-know legislation and providing the designated representative appropriate material safety data sheets (MSDSs) or other required information about chemicals the contractor will bring onto the site.
8. Know who to call and what to do in emergencies, including where first aid and medical services are located and train employees on this.

During the contract work, the contractor will:

1. Have a designated site safety coordinator present and attentive to the work being carried out at all times that the contractors and/or subcontractors are working at the site.
2. Ensure that all subcontractors are abiding by the terms of this plan.
3. Perform its work while the plant or system is operating, if necessary, and establish necessary safe practices to permit work under operating conditions without endangering any person or property. This includes but is not limited to barricading, sign-posting, grounding, lockout/ tagout, etc.
4. Make sure that any equipment, chemicals, or procedures used by the contractor to perform contracted work meet all OSHA requirements.
5. Be held responsible and accountable for any losses or damages suffered by the City of Hillsdale and/or its employees as a result of contractor negligence.
6. Provide its employees with medical care and first-aid treatment.
7. Use only the plant or building entrance designated, and follow the facility access control practice. The contractor also will ensure that each contractor employee is issued and wears some form of easily seen identification.
8. Provide supervisors and employees who are competent and adequately trained, including training in all health and safety aspects of the work involved in the contract.
9. Provide all tools and equipment for the work, including personal protective equipment (PPE), and ensure the equipment is in proper working order and employees are instructed in its proper use.
10. Maintain good housekeeping in the workplace.
11. Follow specific instructions supplied by this company should emergency alarms be activated.
12. Notify the designated representative immediately of any OSHA recordable injury or illness to contractor employees or subcontractor employees occurring while on the site of this company. Provide a copy of each accident report to the designated representative.
13. Receive and use a copy of any applicable City of Hillsdale written safety policies and procedures.
14. After conclusion of the contract work, the contractor is responsible for cleaning all work areas and disposing of any discarded materials in a proper and legal manner.

Training Requirements

City of Hillsdale Requirements

City of Hillsdale makes sure that affected City employees receive training on all hazards to which they will be introduced by a contractor. In addition, we emphasize to the contractor that it is the contractor's responsibility to convey to its employees any safety information provided by the City of Hillsdale to the contractor.

Contractor Requirements

The contractor must:

- Train all workers on all safety and health hazards and provisions applicable to the type of work being done, and provide documentation of such training to this company's designated representative.
- Train employees on where to obtain first aid and medical services.
- Train employees on appropriate lockout/tagout procedures and the confined space program.

Recordkeeping Requirements

City of Hillsdale Requirements:

The designated representative will:

1. Have a copy of the contract on file and be thoroughly familiar with its contents, and with the safety and health aspects of the work.
2. Keep records of all training done with company workers regarding hazards to be caused by the contracting company.
3. Keep copies of any OSHA recordable injury and illness logs for the project, as well as copies of accident reports on all accidents that occur in the course of the project.
4. Keep records of all documentation of any sort given to you by the contractor, including records of training done, MSDSs, accident reports, etc.
5. Keep records of all documentation of any sort you give to the contractor, including list of hazards to train their employees on, MSDSs, etc.
6. Document all discussions, letters, memos, or other communications made to the contractor regarding safety issues, including place, time, and names of people involved.
7. Compile a report to the director of utilities if there arise any safety or health concerns with the project.

Contractor Requirements:

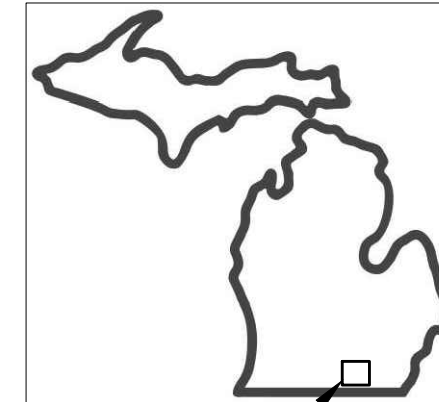
The contractor will:

1. Keep records of all training done with contract workers and all documentation provided to the contracting company regarding such training.
2. Have on file the telephone numbers of the appropriate City of Hillsdale manager, the nearest hospital, ambulance service, and fire department.
3. Have copies on-site of all material safety data sheets (MSDSs) or other required information about chemicals relevant to the work on-site.
4. Keep an OSHA recordable injury and illness log for the project, as well as copies of accident reports on all accidents that occur in the course of the project.
5. Assist utility workers in completing utility outage reports related to the contractor's actions.



CITY OF HILLSDALE

MORRY, S. HOWELL AND LYNWOOD STREET IMPROVEMENTS



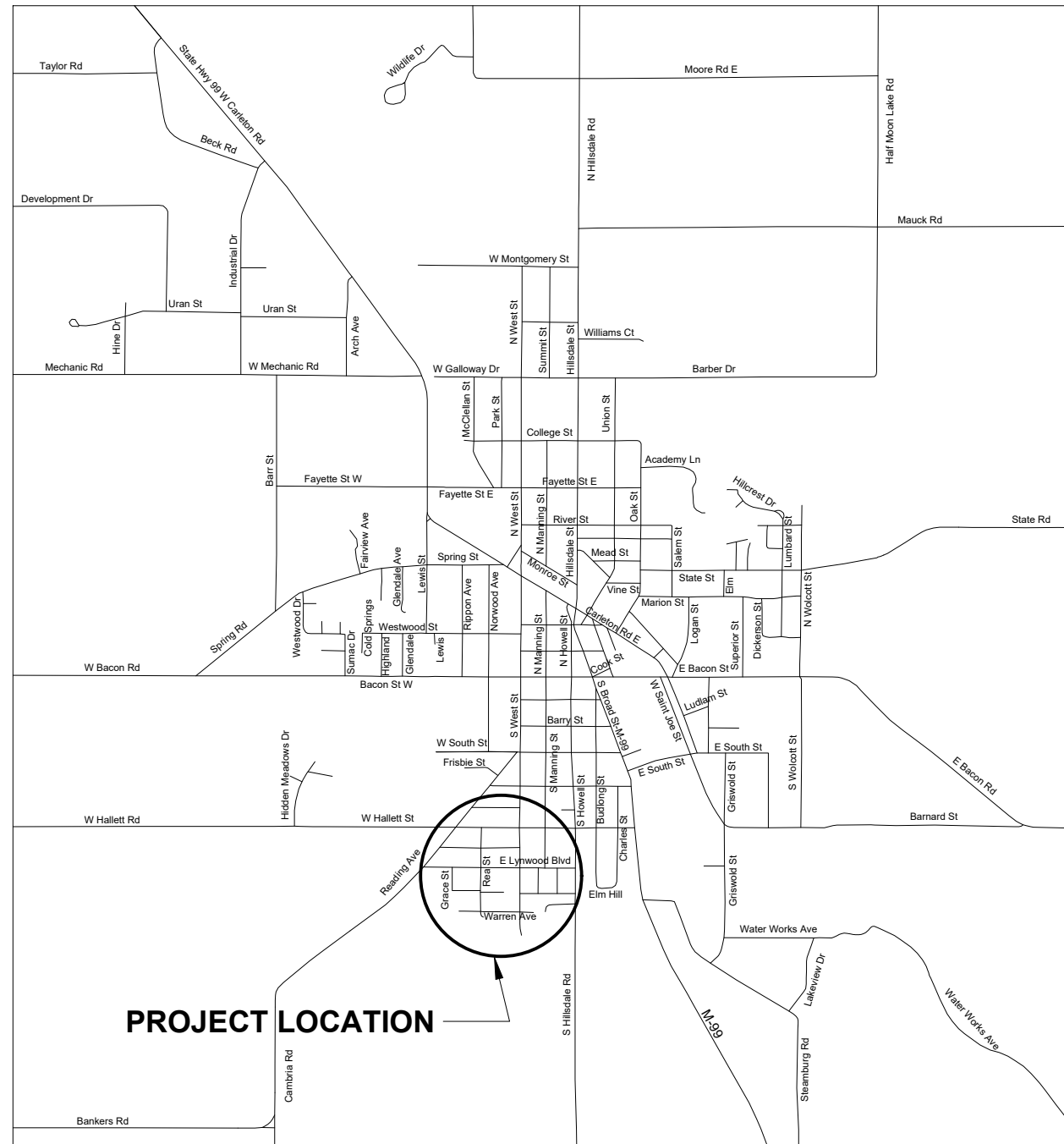
SITE LOCATION

The City of
HILLSDALE
Family • Tradition • Opportunity

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

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

CITY OF HILLSDALE
 HILLSDALE, MI
 MORRY, S HOWELL AND LYNWOOD
 STREET IMPROVEMENTS

COVER SHEET

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
C1	COVER SHEET
C2	MORRY ST. - STA. 0+33 (P.O.B) TO STA. 3+62
C3	LYNWOOD BLVD. - STA. 0+33 (P.O.B) TO STA. 9+50
C4	LYNWOOD BLVD. - STA. 9+50 TO STA. 19+00
C5	LYNWOOD BLVD. - STA. 19+00 TO STA. 26+90 (P.O.E)
C6	S. HOWELL ST. - STA. 0+00 (P.O.B) TO STA. 8+00
C7	S. HOWELL ST. - STA. 8+00 TO STA. 13+15 (P.O.E)
C8	NOTES & STANDARD CONSTRUCTION DETAILS
C9	TRAFFIC CONTROL PLAN
C9	PEDESTRIAN TRAFFIC CONTROL PLAN

AREA MAP
NOT TO SCALE

NOT FOR CONSTRUCTION

SCALE

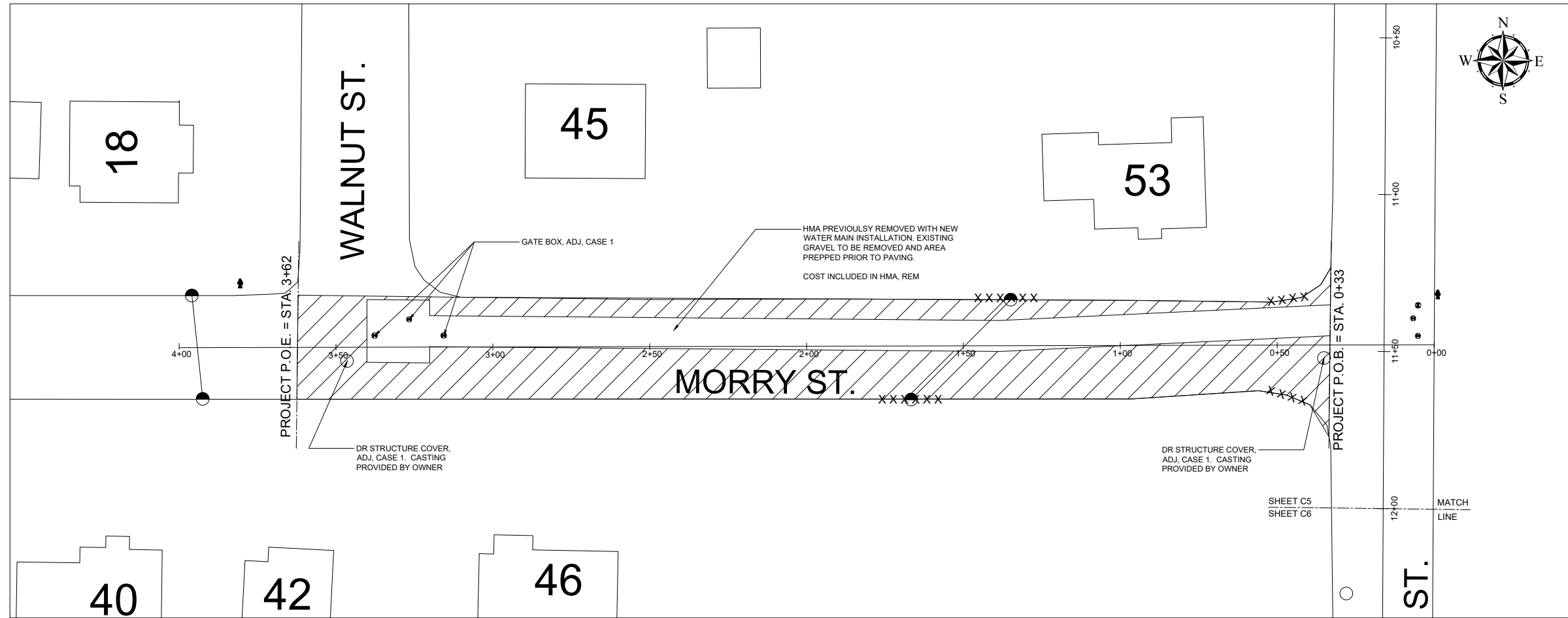
NTS

	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.

CS

MORRY STREET



97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
HILLSDALE, MI
**MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS**
MORRY STREET - STA 0+33 TO 3+62

SCALE:
1" = 40'

	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C1

CONSTRUCTION LEGEND

- HMA, REM
- CURB & GUTTER, REM

PROJECT QUANTITIES - THIS SHEET

QUANTITY	UNIT	DESCRIPTION
100	LF	CURB & GUTTER, REM
1170	SY	HMA SURFACE, REM
1170	SY	MACHINE GRADING
165	LF	STORM SEWER PIPE, SDR 35, 12", TR DET B
3	EA	DR STRUCTURE, 24 INCH
2	EA	DR STRUCTURE COVER, ADJ, CASE 1
3	EA	GATE VALVE, ADJ, CASE 1
100	LF	CURB & GUTTER, CONC, F-4
290	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED
25	CY	SUBGRADE UNDERCUTTING, TYPE II
100	SY	TURF ESTABLISHMENT

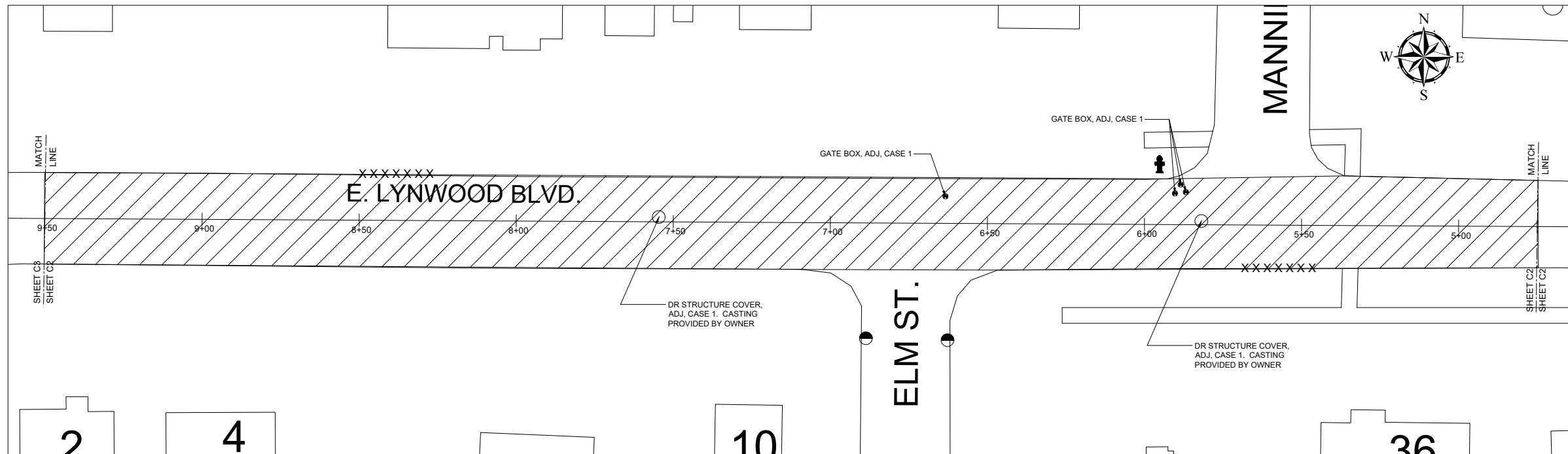
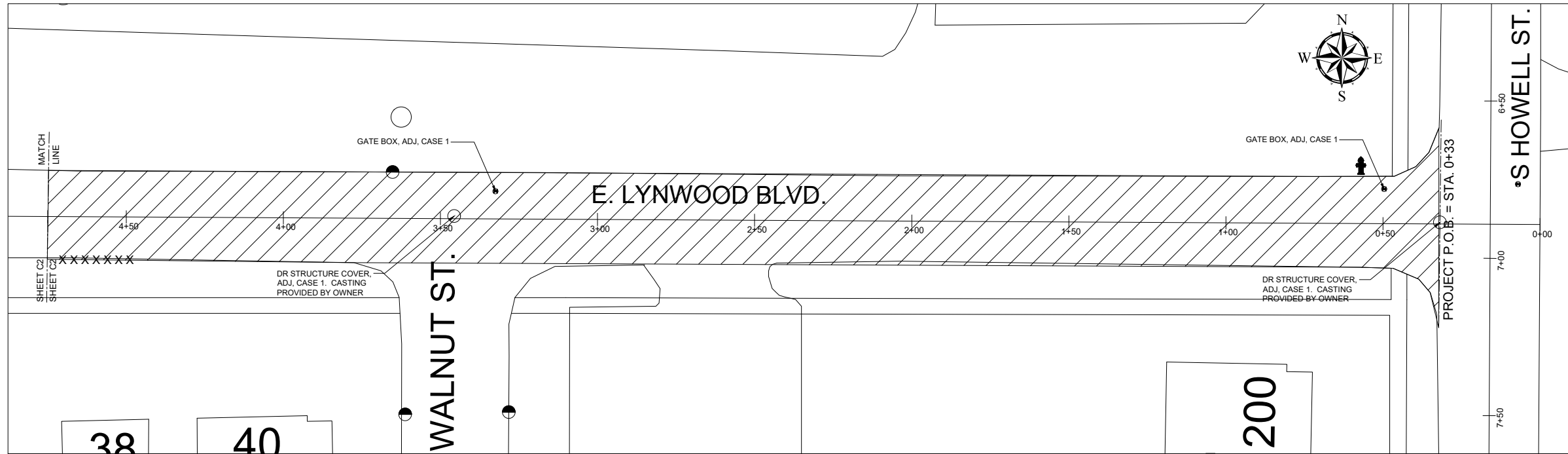
NOT FOR CONSTRUCTION

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

LYNWOOD BLVD

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS DATE



CONSTRUCTION LEGEND

- HMA, REM
- CURB & GUTTER, REM

PROJECT QUANTITIES - THIS SHEET

QUANTITY	UNIT	DESCRIPTION
100	LF	CURB & GUTTER, REM
2950	SY	HMA SURFACE, REM
2950	SY	MACHINE GRADING
15	SY	PAV'T, REM
4	EA	DR STRUCTURE COVER, ADJ, CASE 1
5	EA	GATE VALVE, ADJ, CASE 1
100	LF	CURB & GUTTER, CONC, F-4
715	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED

PROJECT QUANTITIES - THIS SHEET

QUANTITY	UNIT	DESCRIPTION
0	SF	SIDEWALK, CONC, 4 INCH
135	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
0	SF	SIDEWALK RAMP, CONC, 6 INCH
0	LF	DETECTABLE WARNING
25	CY	SUBGRADE UNDERCUTTING, TYPE II
100	SY	TURF ESTABLISHMENT

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

NOT FOR CONSTRUCTION

CITY OF HILLSDALE
HILLSDALE, MI
**MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS**

LYNWOOD BLVD - STA 0+33 (P.O.B.) TO 9+50

SCALE:
1" = 40'

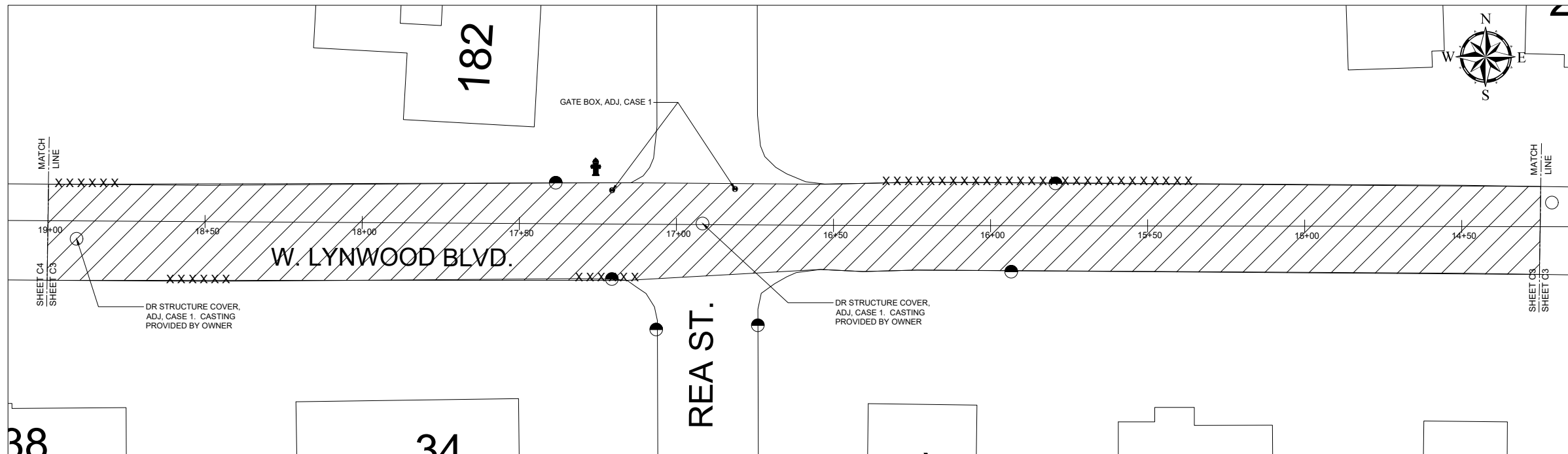
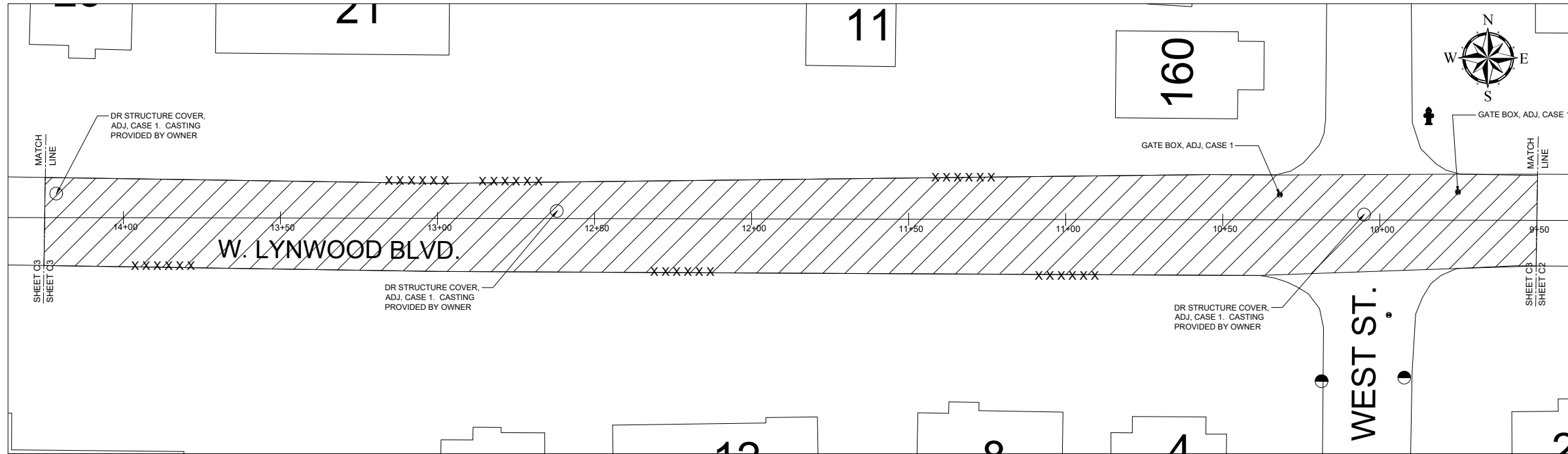
	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C2

LYNWOOD BLVD

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE



CITY OF HILLSDALE
 HILLSDALE, MI
MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS

LYNWOOD BLVD - STA 9+50 TO 19+00

CONSTRUCTION LEGEND

- HMA, REM
- CURB & GUTTER, REM

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
300	LF	CURB & GUTTER, REM
3100	SY	HMA SURFACE, REM
3100	SY	MACHINE GRADING
6	SY	PAV'T, REM
5	EA	DR STRUCTURE COVER, ADJ, CASE 1
4	EA	GATE VALVE, ADJ, CASE 1
300	LF	CURB & GUTTER, CONC, F-4
750	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
0	SF	SIDEWALK, CONC, 4 INCH
16	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
0	SF	SIDEWALK RAMP, CONC, 6 INCH
0	LF	DETECTABLE WARNING
25	CY	SUBGRADE UNDERCUTTING, TYPE II
300	SY	TURF ESTABLISHMENT

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

NOT FOR CONSTRUCTION

SCALE:
1" = 40'

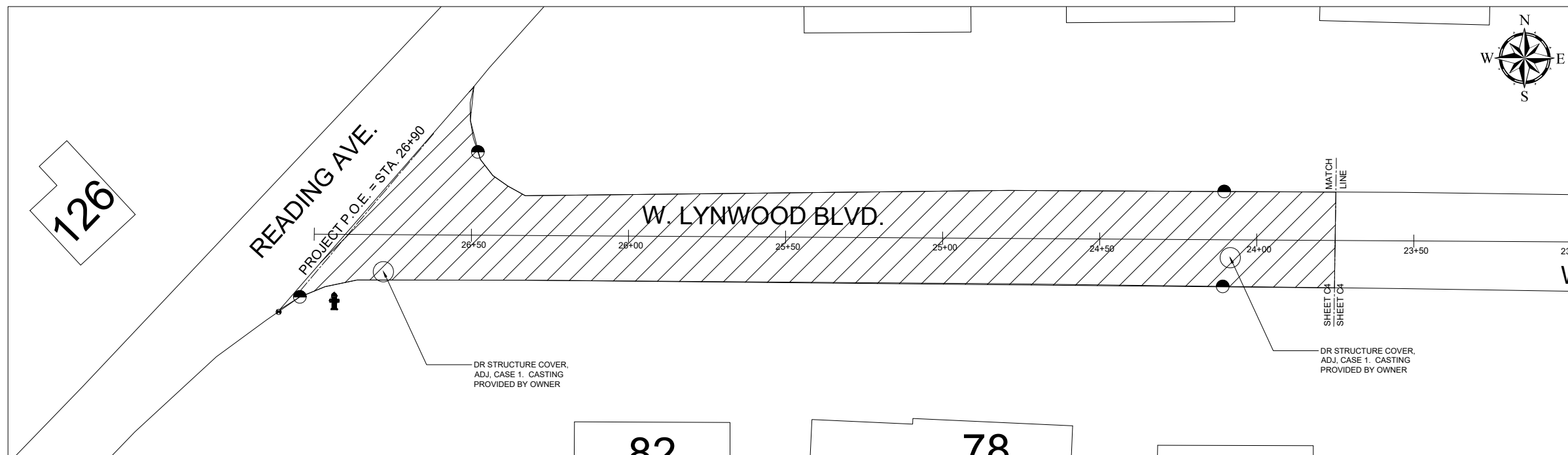
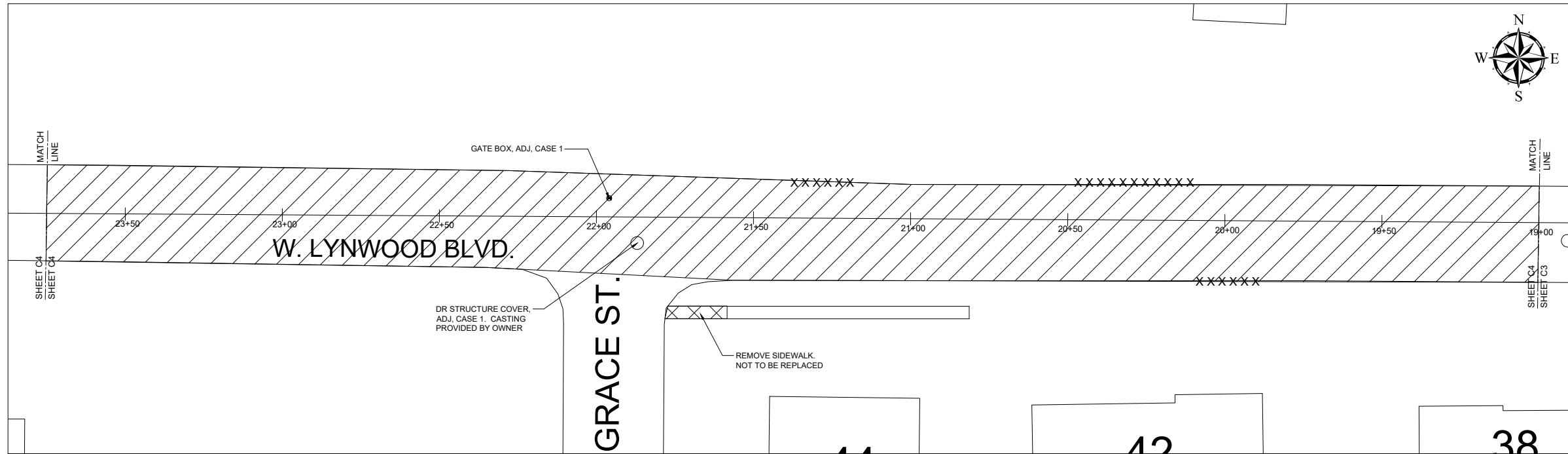
	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C3

LYNWOOD BLVD

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE



CONSTRUCTION LEGEND

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

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
100	LF	CURB & GUTTER, REM
9	SY	SIDEWALK, REM
2750	SY	HMA SURFACE, REM
2750	SY	MACHINE GRADING
5	SY	PAV'T, REM
3	EA	DR STRUCTURE COVER, ADJ, CASE 1
1	EA	GATE VALVE, ADJ, CASE 1
100	LF	CURB & GUTTER, CONC, F-4
670	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
0	SF	SIDEWALK, CONC, 4 INCH
40	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
0	SF	SIDEWALK RAMP, CONC, 6 INCH
0	LF	DETECTABLE WARNING
25	CY	SUBGRADE UNDERCUTTING, TYPE II
100	SY	TURF ESTABLISHMENT

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

NOT FOR CONSTRUCTION

CITY OF HILLSDALE
HILLSDALE, MI
**MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS**

LYNWOOD BLVD - STA 19+00 TO 26+90 (P.O.E.)

SCALE:
1" = 40'

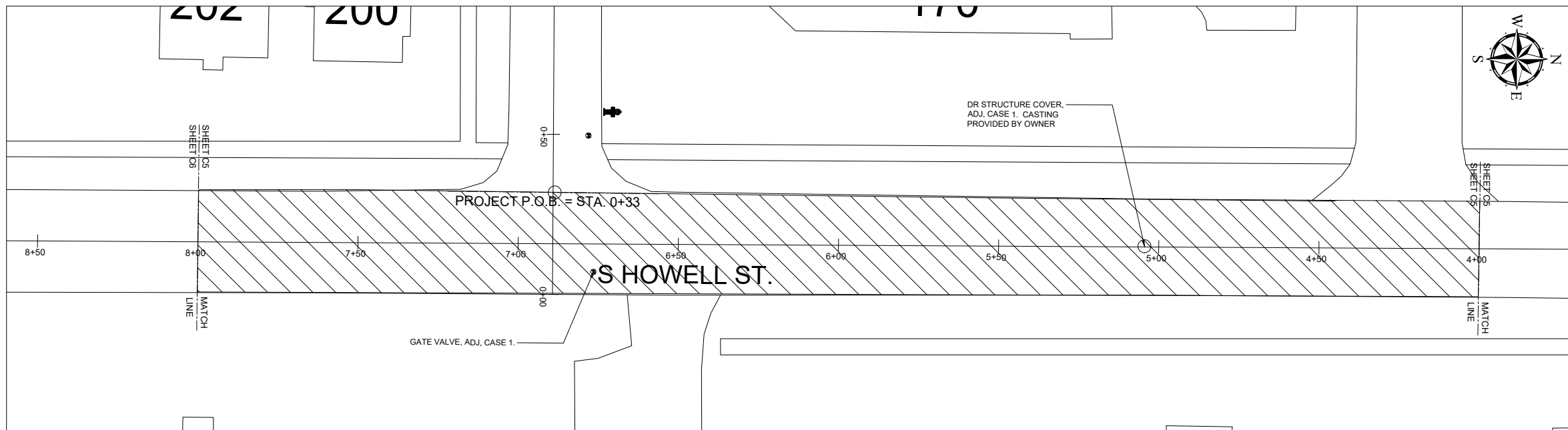
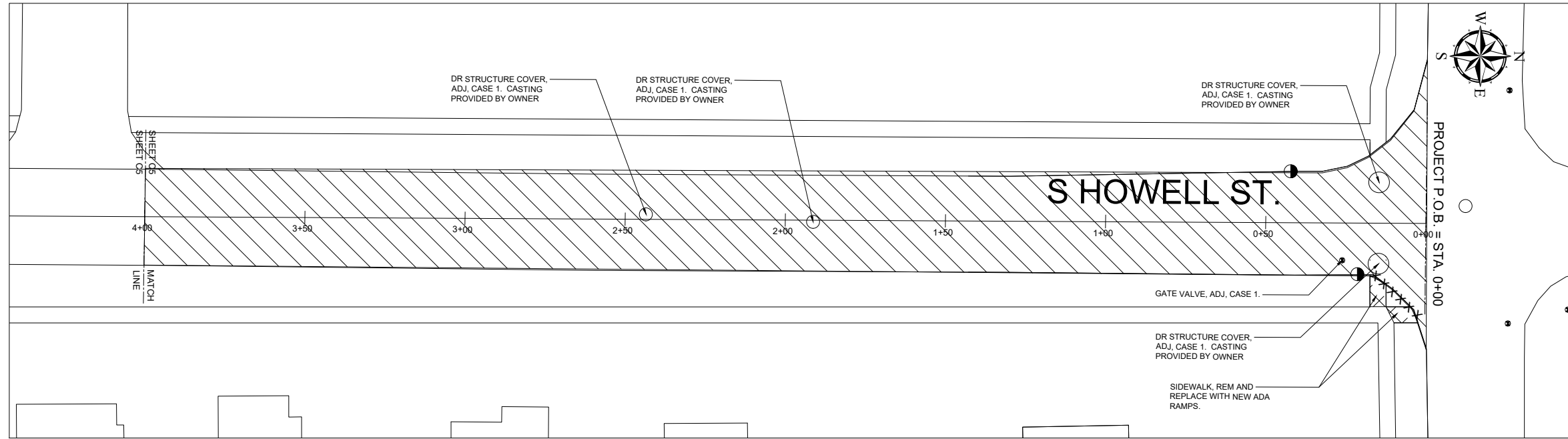
	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C4

S HOWELL ST

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE



CITY OF HILLSDALE
HILLSDALE, MI
MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS

S. HOWELL ST. - STA. 0+00 (P.O.B.) TO 8+00

CONSTRUCTION LEGEND

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

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
100	LF	CURB & GUTTER, REM
12	SY	SIDEWALK, REM
2825	SY	HMA SURFACE, REM
2825	SY	MACHINE GRADING
0	SY	PAV'T, REM
5	EA	DR STRUCTURE COVER, ADJ, CASE 1
2	EA	GATE VALVE, ADJ, CASE 1
100	LF	CURB & GUTTER, CONC, F-4
860	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED

PROJECT QUANTITIES -THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
0	SF	SIDEWALK, CONC, 4 INCH
0	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
110	SF	SIDEWALK RAMP, CONC, 6 INCH
10	LF	DETECTABLE WARNING
25	CY	SUBGRADE UNDERCUTTING, TYPE II
100	SY	TURF ESTABLISHMENT

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

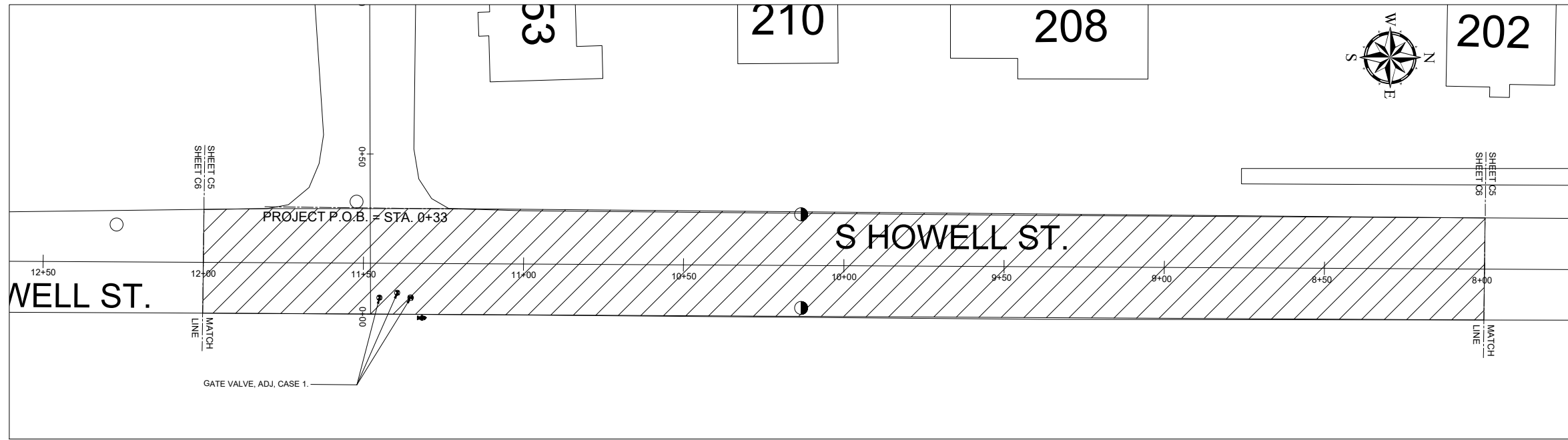
NOT FOR CONSTRUCTION

SCALE:
1" = 40'

	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C5

S HOWELL ST



97 N BROAD ST.
HILLSDALE, MI 49242

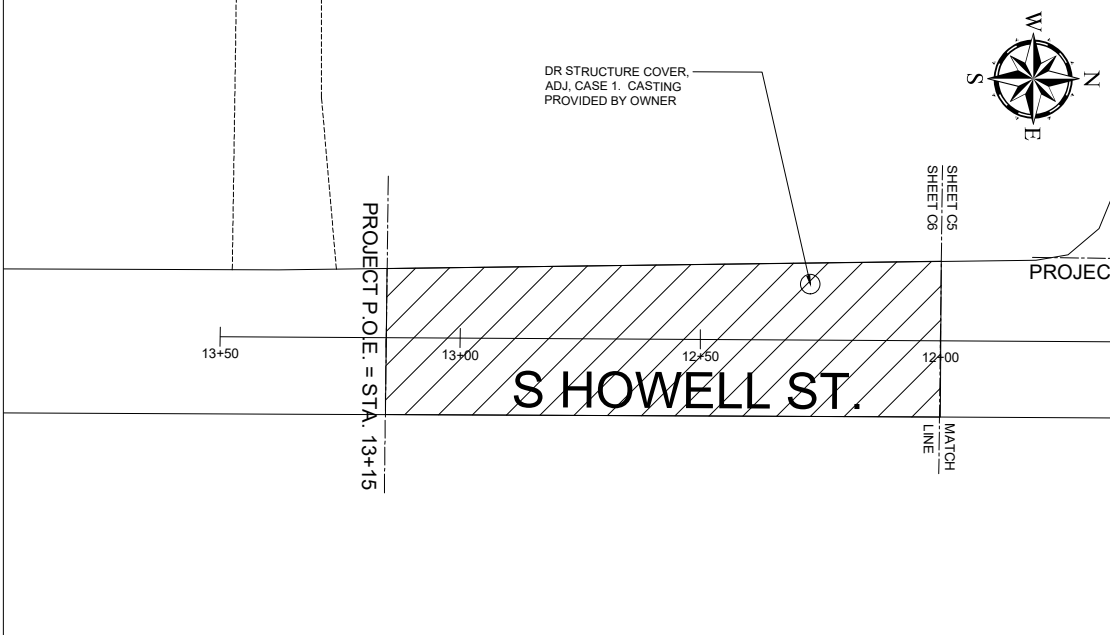
REVISIONS	DATE

CITY OF HILLSDALE
 HILLSDALE, MI
MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS
 S. HOWELL ST. - STA. 8+00 TO 13+15 (P.O.E.)

CONSTRUCTION LEGEND

	HMA, REM
	CURB & GUTTER, REM

PROJECT QUANTITIES - THIS SHEET		
QUANTITY	UNIT	DESCRIPTION
0	LF	CURB & GUTTER, REM
0	SY	SIDEWALK, REM
1850	SY	HMA SURFACE, REM
1850	SY	MACHINE GRADING
0	SY	PAV'T, REM
650	LF	STORM SEWER PIPE, SDR 35, 12 INCH, TR DET B
6	EA	DR STRUCTURE, 24 INCH
1	EA	DR STRUCTURE COVER, ADJ, CASE 1
3	EA	GATE VALVE, ADJ, CASE 1
0	LF	CURB & GUTTER, CONC, F-4
560	TON	HMA, LVSP
50	SY	AGGREGATE BASE (22A), CONDITIONING, IF NEEDED
0	SF	SIDEWALK, CONC, 4 INCH
0	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
0	SF	SIDEWALK RAMP, CONC, 6 INCH
0	LF	DETECTABLE WARNING
25	CY	SUBGRADE UNDERCUTTING, TYPE II
0	SY	TURF ESTABLISHMENT



NOT FOR CONSTRUCTION

REFER TO C7 FOR TYPICAL PROPOSED CROSS SECTION.

SCALE:
1" = 40'

	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C6

CONSTRUCTION NOTES (APPLICABLE TO ALL SHEETS, AS NEEDED):

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: NEW CURB & GUTTER SHALL BE B-2 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. SECTIONS LONGER THAN 10'-0" WILL REQUIRE 2-#4 EPOXY COATED REINFORCING BARS.

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 EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1 OR 2. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT. ANY REQUIRED NEW CASTINGS WILL BE PROVIDED BY THE CITY.

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 DISTRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING.

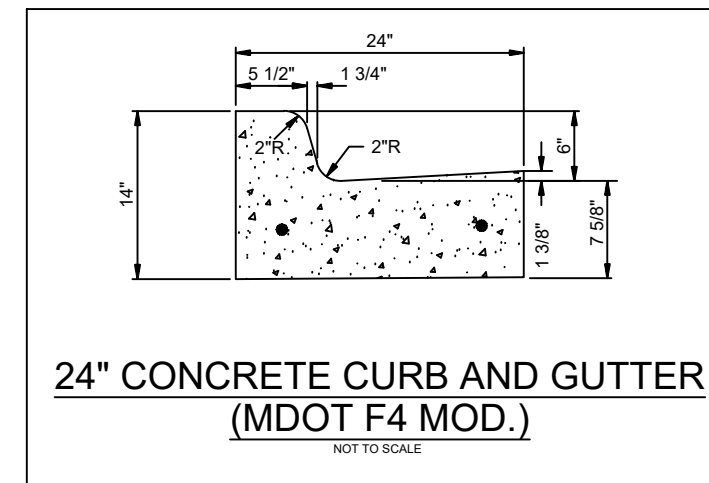
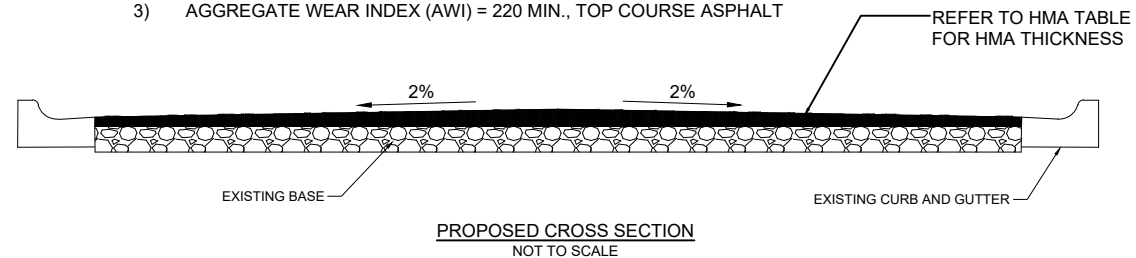
LANDSCAPE RETORATION: AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, SEEDED AND MULCHED PER THE SPECIFICATION REQUIREMENTS FOR TURF ESTABLISHMENT.

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.

HMA APPLICATION TABLE				
STREET	HMA	BASE	LEVELING	TOP
MORRY	LVSP	220 LBS/SYD	-	220 LBS/SYD
LYNWOOD	LVSP	220 LBS/SYD	-	220 LBS/SYD
S. HOWELL	LVSP	220 LBS/SYD	165 LBS/SYD	165 LBS/SYD

NOTES:

- 1) 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.
- 2) BINDER GRADE SHALL BE PG 58-28.
- 3) AGGREGATE WEAR INDEX (AWI) = 220 MIN., TOP COURSE ASPHALT



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@michiganutilities.com	ELECTRIC:	CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6417 ATTN: CHRIS McARTHUR cmcarthur@hilldalebpu.com
CABLE TELEVISION:	COMCAST 16718 US 12 CEMENT CITY, MI 49233 P - 734-359-1669 ATTN: JEFF DOBIES	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: JEFF GIER jgier@hilldalebpu.com	PUBLIC WORKS:	CITY OF HILLSDALE 149 WATER WORKS AVE HILLSDALE, MI 49242 517-437-6491 ATTN: JAKE HAMMEL 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.

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
 HILLSDALE, MI
MORRY, S. HOWELL AND LYNWOOD
 STREET IMPROVEMENTS
CONSTRUCTION NOTES & DETAILS

SCALE		
NOT TO SCALE		
	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH	

DRAWING NO.
C7

NOT FOR CONSTRUCTION

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
HILLSDALE, MI
MORRY, S. HOWELL, LYNWOOD
STREET IMPROVEMENTS
TRAFFIC CONTROL

SCALE:
NTS

	NAME	DATE
DESIGNED	JB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JB	2/14/22

DRAWING NO.
C8

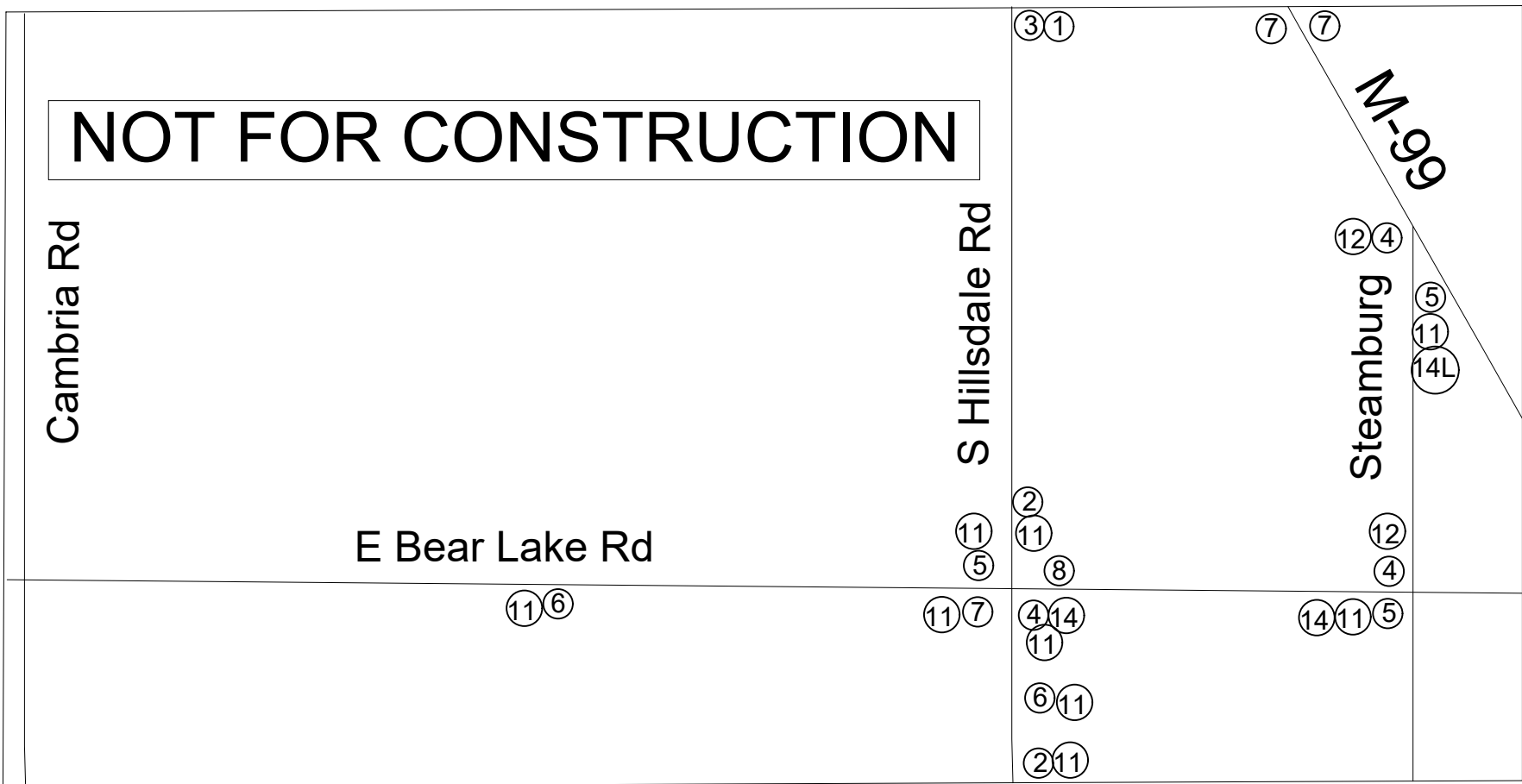
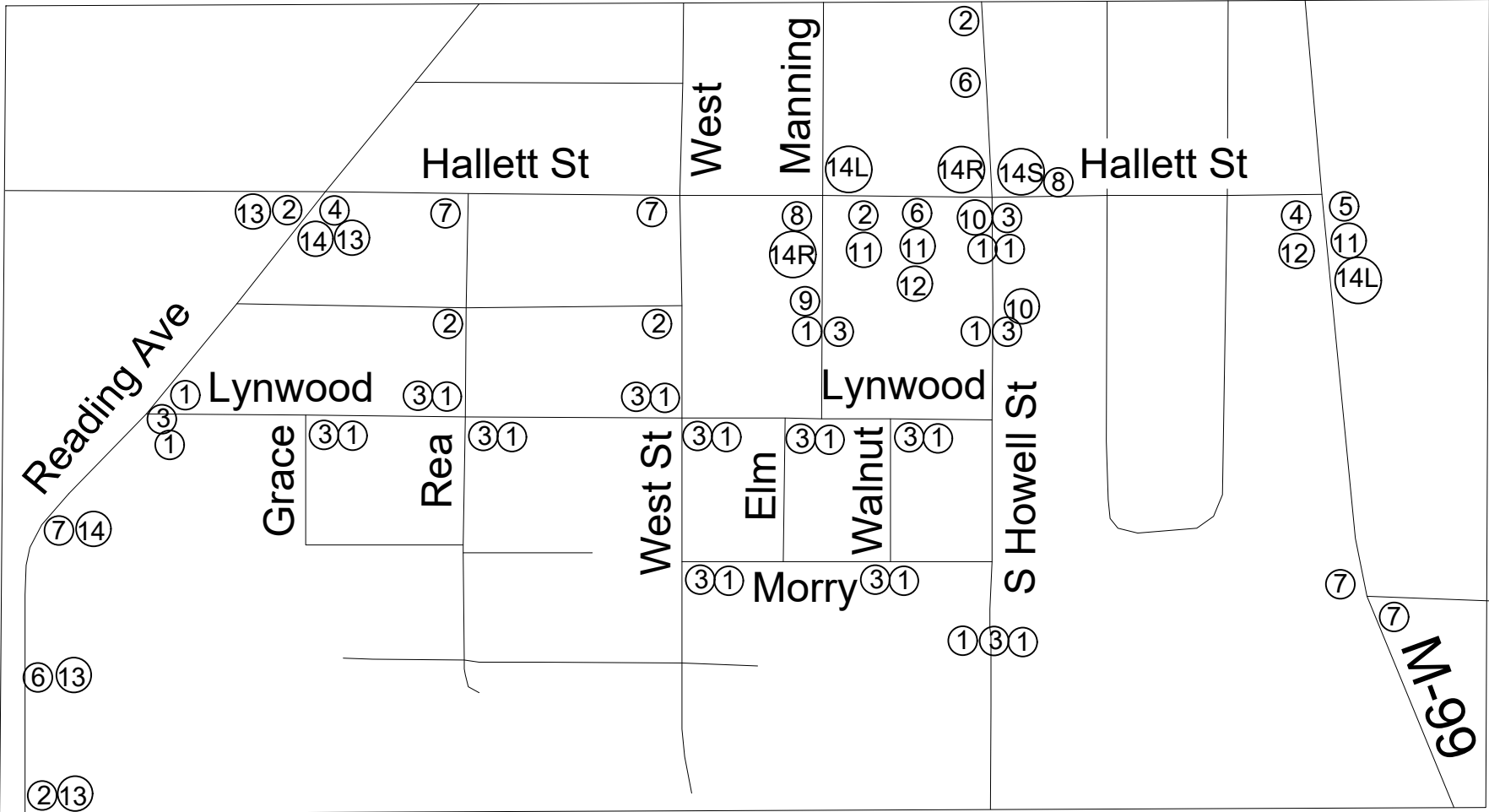
TRAFFIC CONTROL KEY

KEY	CODE	SIGN	*QTY
①		TYPE III BARRICADE HIGH INTENSITY	18
②	W20-3	STREET CLOSED AHEAD	10
③	R11-4	STREET CLOSED TO THRU TRAFFIC	15
④	M4-9R	DETOUR ARROW RIGHT	5
⑤	M4-9L	DETOUR ARROW LEFT	4
⑥	W20-2	DETOUR AHEAD	5
⑦	M4-9S	DETOUR STRAIGHT	8
⑧	M4-8A	DETOUR ENDS	3
⑨	M4-10R	DETOUR RIGHT	1
⑩	M4-10L	DETOUR LEFT	2
⑪	D3-1	"S HOWELL" - PLAQUE	12
⑫	D3-1	"S HILLSDALE" - PLAQUE	4
⑬	D3-1	"LYNWOOD" - PLAQUE	4
⑭	D9-2	HOSPITAL	4
⑭S	D9-2/M6-3	HOSPITAL - STRAIGHT ARROW	1
⑭R	D9-2/M6-1	HOSPITAL - RIGHT ARROW	2
⑭L	D9-2/M5-1	HOSPITAL - LEFT ARROW	3

* 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.



NOT FOR CONSTRUCTION

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
HILLSDALE, MI
MORRY, S. HOWELL, LYNWOOD
STREET IMPROVEMENTS
PEDESTRIAN TRAFFIC CONTROL

SCALE:
NTS

	NAME	DATE
DESIGNED	JB	1/27/22
DRAWN	KLB	2/11/22
CHECKED	JB	2/14/22

DRAWING NO.
C9

PED TRAFFIC CONTROL KEY

KEY	CODE	SIGN	*QTY
①	R9-11L	SIDEWALK CLOSED - CROSS HERE LEFT	1
②	R9-11R	SIDEWALK CLOSED - CROSS HERE RIGHT	1
③		SIDEWALK CLOSED AHEAD	6
④	R9-9	SIDEWALK CLOSED (AT EACH BARRICADE)	15
⑤	M4-9bR	DETOUR RIGHT ARROW	3
⑥	M4-9bL	DETOUR LEFT ARROW	1
⑦		PEDESTRIAN BARRICADE	15

* 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.



CONTRACTOR TO MAINTAIN PEDESTRIAN TRAFFIC AT THIS LOCATION DURING PROJECT. CONTRACTOR SHALL PROVIDE RAMPS AS NEEDED FOR ELIMINATION OF TRIP HAZARDS AT ADA RAMP CROSSING. COSTS FOR TEMPORARY RAMPS SHALL BE INCLUDED IN THE COST OF TRAFFIC CONTROL.

NOT FOR CONSTRUCTION