



City Council Agenda

April 19, 2021
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 March 18, 2021: \$729,776.31
 - 2. Payroll of March 18, 2021: \$171,393.75
 - B. City Council Minutes of April 5, 2021
 - C. Election Commission Minutes of April 13, 2021
 - D. HBA Open Air Market Use Agreement
 - E. Hillsdale College Alley Closure for Centralhallapalooza
 - F. Hillsdale College Gina Relays Parking
 - G. Hillsdale College Commencement Street Closure Request
- VI. Communications/Petitions**
 - A. CAPA 5k Glow Run
 - B. Hillsdale County Commissioner Doug Ingles- Verbal Update
- VII. Introduction and Adoption of Ordinances/Public Hearing**
 - A. Public Hearing for Special Assessment District 21-03
 - B. Public Hearing for Vacation of portion of public right-of-way lying west of platted lots 206, 207, and 208 of Joel McCollum's North Addition and allowing for a 66-foot-wide right-of-way for Union Street and allocation of the survey cost by special assessment
- VIII. Old Business**
 - A.
- IX. New Business**
 - A. Set Public Hearing for OPRA Application Exemption Certificate – 28 N. Howell Street
 - B. 2021 Local Street Projects- Contract Award
 - C. MDOT Contract for Airport Taxiway C Extension and Connector
 - D. Council Meeting July 5th, 2021
 - E. Hillsdale College Right of Way Use Application and Noise Variance
 - F. BPU: Vegetation Management Services
 - G. BPU: Industrial Substation Upgrades
 - H. BPU: Drinking Water Asset Management Grant Acceptance
 - I. BPU: Arbor and Elm Court Water and Sewer Mains

X. Miscellaneous Reports

- A. Proclamations- Arbor Day, April 30, 2021 Proclamation
- B. Appointments- Library Board- Karen Hill (Re-appointment)
BPU Board – Jeremiah Hodshire
- 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 03/05/2021 - 03/18/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Check 100872							
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	137.63	100872
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	107.11	100872
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	102.00	100872
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	14.85	100872
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	6.96	100872
582-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	1.66	100872
590-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	25.32	100872
591-000.000-202.100	03/09/21	ABRASIVE MATERIALS, LLC	UB refund for account: 012492	03/09/2021	03/16/21	21.70	100872
Total For Check 100872						417.23	
Check 100873							
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	152.50	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	20.05	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	7.21	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	4.30	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	3.33	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	1.77	100873
582-000.000-202.100	03/09/21	ADAMS, AIMEE L	UB refund for account: 026314	03/09/2021	03/16/21	0.84	100873
Total For Check 100873						190.00	
Check 100874							
582-000.000-202.100	03/09/21	FINLEY, RANDY A	UB refund for account: 004699	03/09/2021	03/16/21	57.00	100874
Total For Check 100874						57.00	
Check 100875							
582-000.000-202.100	03/09/21	FINLEY, RANDY A	UB refund for account: 017646	03/09/2021	03/16/21	67.00	100875
Total For Check 100875						67.00	
Check 100876							
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	6.11	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	5.95	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	0.53	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	0.53	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	0.49	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	0.18	100876
582-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	0.13	100876
590-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	8.12	100876
591-000.000-202.100	03/09/21	FOUST, RANDALL R	UB refund for account: 011399	03/09/2021	03/16/21	6.96	100876
Total For Check 100876						29.00	
Check 100877							
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	21.29	100877
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	8.48	100877
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	8.31	100877
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	3.27	100877
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	2.47	100877
582-000.000-202.100	03/09/21	GIBSON, MARIE C	UB refund for account: 025760	03/09/2021	03/16/21	0.18	100877
Total For Check 100877						44.00	
Check 100878							
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	57.86	100878
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	3.20	100878
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	2.38	100878
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	1.98	100878

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Check 100878							
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	1.48	100878
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	0.78	100878
582-000.000-202.100	03/09/21	HUFF, RACHAEL L	UB refund for account: 025476	03/09/2021	03/16/21	0.03	100878
						67.71	
Total For Check 100878							
Check 100879							
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	11.16	100879
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	0.55	100879
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	0.32	100879
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	0.24	100879
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	0.19	100879
582-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	0.02	100879
590-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	8.97	100879
590-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	2.95	100879
591-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	2.53	100879
591-000.000-202.100	03/09/21	JULIAN, ANDREA M	UB refund for account: 011407	03/09/2021	03/16/21	5.07	100879
						32.00	
Total For Check 100879							
Check 100880							
582-000.000-202.100	03/09/21	KRZEMINSKI, JEFFREY L	UB refund for account: 026874	03/09/2021	03/16/21	21.95	100880
						21.95	
Total For Check 100880							
Check 100881							
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	14.70	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	1.95	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	1.78	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	1.51	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	0.89	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	0.05	100881
582-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	0.05	100881
590-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	27.46	100881
591-000.000-202.100	03/09/21	LABO, MICHELE C	UB refund for account: 011221	03/09/2021	03/16/21	23.54	100881
						71.93	
Total For Check 100881							
Check 100882							
582-000.000-202.100	03/09/21	LEWIS, JONATHAN D	UB refund for account: 012161	03/09/2021	03/16/21	867.00	100882
						867.00	
Total For Check 100882							
Check 100883							
582-000.000-202.100	03/09/21	LIFE CHALLENGE OF MICHIGAN	UB refund for account: 016218	03/09/2021	03/16/21	130.23	100883
582-000.000-202.100	03/09/21	LIFE CHALLENGE OF MICHIGAN	UB refund for account: 016218	03/09/2021	03/16/21	13.89	100883
582-000.000-202.100	03/09/21	LIFE CHALLENGE OF MICHIGAN	UB refund for account: 016218	03/09/2021	03/16/21	3.89	100883
582-000.000-202.100	03/09/21	LIFE CHALLENGE OF MICHIGAN	UB refund for account: 016218	03/09/2021	03/16/21	1.55	100883
582-000.000-202.100	03/09/21	LIFE CHALLENGE OF MICHIGAN	UB refund for account: 016218	03/09/2021	03/16/21	0.74	100883
						150.30	
Total For Check 100883							
Check 100884							
582-000.000-202.100	03/09/21	MCCOY, ETHAN N	UB refund for account: 026279	03/09/2021	03/16/21	9.53	100884
						9.53	
Total For Check 100884							
Check 100885							
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	12.08	100885
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	3.93	100885
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	0.67	100885
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	0.38	100885

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Check 100885							
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	0.35	100885
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	0.32	100885
582-000.000-202.100	03/09/21	NOVASKY, RICHARD P	UB refund for account: 022892	03/09/2021	03/16/21	0.27	100885
						18.00	
Total For Check 100885							
Check 100886							
582-000.000-202.100	03/09/21	PARKS, C P	UB refund for account: 012236	03/09/2021	03/16/21	1.91	100886
590-000.000-202.100	03/09/21	PARKS, C P	UB refund for account: 012236	03/09/2021	03/16/21	22.01	100886
591-000.000-202.100	03/09/21	PARKS, C P	UB refund for account: 012236	03/09/2021	03/16/21	1.99	100886
						25.91	
Total For Check 100886							
Check 100887							
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	37.55	100887
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	15.25	100887
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	2.20	100887
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	1.37	100887
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	1.07	100887
582-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	0.83	100887
590-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	20.81	100887
591-000.000-202.100	03/09/21	ROUNDS, MARILYN E	UB refund for account: 012384	03/09/2021	03/16/21	17.84	100887
						96.92	
Total For Check 100887							
Check 100888							
582-000.000-202.100	03/09/21	SPONSELLER, CHARLES	UB refund for account: 010721	03/09/2021	03/16/21	115.25	100888
						115.25	
Total For Check 100888							
Check 100889							
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	112.94	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	48.59	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	6.70	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	4.29	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	3.25	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	2.45	100889
582-000.000-202.100	03/09/21	TELLER, MILES L	UB refund for account: 026947	03/09/2021	03/16/21	1.89	100889
						180.11	
Total For Check 100889							
Check 100890							
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	0.74	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	0.63	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	0.57	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	0.25	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	0.15	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	8.35	100890
582-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	7.03	100890
590-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	11.39	100890
590-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	8.38	100890
591-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	9.77	100890
591-000.000-202.100	03/09/21	VAN HEERDE, CRYSTAL S	UB refund for account: 009917	03/09/2021	03/16/21	4.74	100890
						52.00	
Total For Check 100890							
Check 100891							
582-000.000-202.100	03/09/21	WAGNER, MIKEAL P	UB refund for account: 009917	03/09/2021	03/16/21	284.42	100891
						284.42	
Total For Check 100891							

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 03/05/2021 - 03/18/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Check 100892							
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	12.67	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	6.77	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	6.26	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	1.55	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	0.75	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	0.56	100892
582-000.000-202.100	03/09/21	WALTERS, BILL O	UB refund for account: 013534	03/09/2021	03/16/21	0.19	100892
Total For Check 100892						28.75	
Check 100893							
101-215.000-801.000	03/01/21	ACCUSHRED	PAPER SHREDDING SERVICE	63498	03/18/21	64.95	100893
Total For Check 100893						64.95	
Check 100894							
101-265.000-925.000	03/05/21	ACD	CHARGES FOR MARCH 2021	44244-114	03/30/21	184.60	100894
101-295.000-925.000	03/05/21	ACD		14046-112	03/18/21	93.30	100894
271-790.000-920.000	03/12/21	ACD		42728-104	03/12/21	53.09	100894
582-175.000-801.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	100.00	100894
582-175.000-925.000	03/05/21	ACD	CHARGES FOR MARCH 2021 - POWER PLAN	11061-114	03/30/21	138.95	100894
582-175.000-925.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	22.63	100894
590-175.000-801.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	50.00	100894
590-175.000-925.000	03/05/21	ACD	CHARGES FOR MARCH 2021	11058-114	03/30/21	93.30	100894
590-175.000-925.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	11.31	100894
591-175.000-801.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	50.00	100894
591-175.000-925.000	03/05/21	ACD	CHARGES FOR MARCH 2021	11060-114	03/30/21	93.30	100894
591-175.000-925.000	03/05/21	ACD	BUSINESS POTS DIGITAL LINE	42187-156	03/30/21	11.32	100894
Total For Check 100894						901.80	
Check 100895							
101-441.000-726.000	03/04/21	ALLIED 100	SMALL AED	1862832	03/25/21	1,902.00	100895
582-175.000-726.000	03/04/21	ALLIED 100	SMALL AED	1862832	03/25/21	951.00	100895
590-175.000-726.000	03/04/21	ALLIED 100	SMALL AED	1862832	03/25/21	951.00	100895
591-175.000-726.000	03/04/21	ALLIED 100	SMALL AED	1862832	03/25/21	951.00	100895
Total For Check 100895						4,755.00	
Check 100896							
582-544.000-730.000	01/25/21	ALTEC NUECO	PM, DIELECTRIC TEST	50713385	03/25/21	986.21	100896
582-544.000-730.000	01/25/21	ALTEC NUECO	PM INSPECTION	50713377	03/25/21	986.21	100896
Total For Check 100896						1,972.42	
Check 100897							
101-301.000-726.000	03/14/21	AMAZON CAPITAL SERVICES, INC	TWO (2) OFM CORE COLLECTION ARMLESS	1NC9-XN4D-XFYL	03/18/21	277.00	100897
582-175.000-726.000	03/03/21	AMAZON CAPITAL SERVICES, INC	MASKS/PROJECTOR SCREEN	1KLQ-TQKX-CVFG	03/25/21	112.68	100897
582-175.000-801.200	03/06/21	AMAZON CAPITAL SERVICES, INC	PRINTER/SCANNER	17GK-PLR6-14TD	03/25/21	299.98	100897
590-175.000-726.000	03/03/21	AMAZON CAPITAL SERVICES, INC	MASKS/PROJECTOR SCREEN	1KLQ-TQKX-CVFG	03/25/21	56.33	100897
591-175.000-726.000	03/03/21	AMAZON CAPITAL SERVICES, INC	MASKS/PROJECTOR SCREEN	1KLQ-TQKX-CVFG	03/25/21	56.34	100897
Total For Check 100897						802.33	
Check 100898							
101-265.000-930.000	03/18/21	AMERICAN COPPER AND BRASS, LLC	HALIDE LAMPS - CITY HALL 3RD FLOOR	21INV011698	03/18/21	55.06	100898
Total For Check 100898						55.06	
Check 100899							
101-336.000-726.000	03/02/21	AMERICAN COPPER AND BRASS, LLC	FIVE (5) WEATHERPROOF HORIZONTAL OU	21INV010703	03/18/21	20.45	100899
582-543.000-726.000	02/24/21	AMERICAN COPPER AND BRASS, LLC	CLASS RK5 600V TIME	21INV009679	03/25/21	41.89	100899

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Check 100899							
582-543.000-726.000	02/24/21	AMERICAN COPPER AND BRASS, LLC	GLASS 32V TIME DELAY	21INV009680	03/25/21	5.89	100899
582-544.000-726.800	03/01/21	AMERICAN COPPER AND BRASS, LLC	PVC COUPLING/ELBOW	21INV010456	03/25/21	4.76	100899
582-544.000-726.800	02/08/21	AMERICAN COPPER AND BRASS, LLC	METAL HALIDE MEDIUM - 70W	21INV006808	03/25/21	35.80	100899
582-544.000-726.800	02/17/21	AMERICAN COPPER AND BRASS, LLC	MILWAUKEE BAND SAW BLADE	21INV008487	03/25/21	10.52	100899
590-547.000-930.000	02/26/21	AMERICAN COPPER AND BRASS, LLC	FLEXIBLE COUPLING	21INV010221	03/25/21	34.52	100899
590-547.000-930.000	03/04/21	AMERICAN COPPER AND BRASS, LLC	PLASTIC DUPLEX PLATE/SCREWDRIVERS	21INV011096	03/25/21	27.08	100899
590-547.000-930.000	03/03/21	AMERICAN COPPER AND BRASS, LLC	MISC SUPPLIES	21INV010898	03/25/21	256.78	100899
Total For Check 100899						437.69	
Check 100900							
582-175.000-726.000	02/27/21	ARROW SWIFT PRINTING	COPY PAPER	00033	03/25/21	94.00	100900
590-175.000-726.000	02/27/21	ARROW SWIFT PRINTING	COPY PAPER	00033	03/25/21	47.00	100900
591-175.000-726.000	02/27/21	ARROW SWIFT PRINTING	COPY PAPER	00033	03/25/21	47.00	100900
Total For Check 100900						188.00	
Check 100901							
481-900.000-740.295	03/12/21	AVFUEL CORP	JET A AND 100LL FOR THE NEW FUEL FA	0146255855	03/31/21	9,837.04	100901
Total For Check 100901						9,837.04	
Check 100902							
271-790.000-982.000	03/12/21	BAKER & TAYLOR COMPANY		2035812880	03/12/21	163.57	100902
271-790.000-982.000	03/12/21	BAKER & TAYLOR COMPANY		2035786785	03/12/21	95.84	100902
Total For Check 100902						259.41	
Check 100903							
640-444.000-955.441	03/18/21	DOUG BILDNER	REIMB. SAFETY FOOT WARE	03062021	03/18/21	249.09	100903
Total For Check 100903						249.09	
Check 100904							
101-172.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	95.91	100904
101-173.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	95.91	100904
101-209.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	27.65	100904
101-215.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	95.91	100904
101-219.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	151.20	100904
101-295.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	55.29	100904
101-301.000-715.000	03/31/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	6744160070	03/31/21	700.73	100904
101-301.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	206.49	100904
101-336.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	494241	03/18/21	247.12	100904
101-400.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	95.91	100904
101-441.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	151.20	100904
101-447.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	95.91	100904
208-751.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	55.29	100904
271-790.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	27.65	100904
582-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	1619228	03/18/21	466.58	100904
582-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	161928	03/18/21	404.81	100904
582-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	27.65	100904
588-588.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	1017803	03/18/21	110.58	100904
588-588.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	55.29	100904
590-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	1619228	03/18/21	233.29	100904
590-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	161928	03/18/21	202.41	100904
590-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	13.82	100904
591-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	1619228	03/18/21	233.29	100904
591-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	161928	03/18/21	202.39	100904
591-175.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	13.82	100904

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Check 100904							
640-444.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF M	DENTAL & VISION INSURANCE GROUP 007	1017803	03/18/21	95.91	100904
640-444.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF M	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	27.65	100904
699-441.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF M	DENTAL & VISION INSURANCE GROUP 007	1017803	03/18/21	302.41	100904
699-441.000-715.000	03/07/21	BLUE CROSS & BLUE SHIELD OF M	DENTAL & VISION INSURANCE GROUP 007	2720518	03/18/21	27.65	100904
Total For Check 100904						4,519.72	
Check 100905							
101-295.000-920.000	02/05/21	BRINER OIL CO, INC	DIESEL FUEL DELIVERY	15661	03/18/21	62.49	100905
582-543.000-740.000	02/05/21	BRINER OIL CO, INC	FUEL FOR GENERATORS	125660	03/18/21	276.64	100905
Total For Check 100905						339.13	
Check 100906							
582-175.000-726.000	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	285.00	100906
582-175.000-726.000	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	10.00	100906
582-175.000-801.200	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	100.00	100906
582-175.000-861.000	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	44.24	100906
582-175.000-861.000	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	625.00	100906
582-175.000-861.000	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	1,500.00	100906
591-544.000-730.039	03/06/21	BUSINESS CARD	CREDIT CARD	03/16/21	03/25/21	35.36	100906
Total For Check 100906						2,599.60	
Check 100907							
244-174.000-957.000	03/04/21	CARD SERVICES CENTER	MICHIGAN TAX TRIBUNAL - PETITION -	03/10/2021 9:32 AM	03/19/21	400.00	100907
244-174.000-957.000	03/04/21	CARD SERVICES CENTER	MICHIGAN TAX TRIBUNAL - STIPULATION	3/10/2021 9:15 AM	03/19/21	25.00	100907
Total For Check 100907						425.00	
Check 100908							
101-175.000-801.000	03/08/21	CDW-G COMPUTER CENTERS	KOFAX POWER PDF	9010061	03/25/21	1,059.15	100908
582-000.000-123.000	03/08/21	CDW-G COMPUTER CENTERS	KOFAX POWER PDF	9010061	03/25/21	529.57	100908
590-000.000-123.000	03/08/21	CDW-G COMPUTER CENTERS	KOFAX POWER PDF	9010061	03/25/21	264.79	100908
591-000.000-123.000	03/08/21	CDW-G COMPUTER CENTERS	KOFAX POWER PDF	9010061	03/25/21	264.79	100908
Total For Check 100908						2,118.30	
Check 100909							
101-441.000-955.588	03/18/21	CE & A PROFESSIONAL SERVICES,	RANDOM DOT DRUG TESTING	017917	03/18/21	126.84	100909
588-588.000-955.588	03/18/21	CE & A PROFESSIONAL SERVICES,	RANDOM FTA DOT DRUG TESTING	017918	03/18/21	190.26	100909
Total For Check 100909						317.10	
Check 100910							
582-543.000-930.000	03/04/21	CEM SUPPLY, INC	MISC SUPPLIES	150414/1	03/25/21	136.60	100910
582-543.000-930.050	03/01/21	CEM SUPPLY, INC	1/4X36 RED RUBBER - 20F-180F	054537	03/11/21	53.37	100910
Total For Check 100910						189.97	
Check 100911							
582-175.000-880.000	03/09/21	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS AD	10702	03/25/21	275.00	100911
590-175.000-880.000	03/09/21	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS AD	10702	03/25/21	137.50	100911
591-175.000-880.000	03/09/21	CHESTNEY PUBLISHING	MAR/APR SIMPLY HERS AD	10702	03/25/21	137.50	100911
Total For Check 100911						550.00	
Check 100912							
582-175.000-726.000	03/08/21	CINTAS CORPORATION	SUPPLIES	5054505835	03/25/21	88.73	100912
590-175.000-726.000	03/08/21	CINTAS CORPORATION	SUPPLIES	5054505835	03/25/21	44.37	100912
591-175.000-726.000	03/08/21	CINTAS CORPORATION	SUPPLIES	5054505835	03/25/21	44.36	100912
Total For Check 100912						177.46	

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Check 100913							
101-301.000-726.000	03/03/21	CMP DISTRIBUTOR, INC	SAFARILAND LEVEL III MID RIDE DUTY	66791	03/18/21	12.00	100913
101-301.000-742.000	03/03/21	CMP DISTRIBUTOR, INC	SAFARILAND LEVEL III MID RIDE DUTY	66791	03/18/21	154.50	100913
						<u>166.50</u>	
Total For Check 100913							
Check 100914							
590-546.000-861.000	03/18/21	CRAIG WICKHAM	LICENSE EXAM FEE	7835971	03/18/21	70.00	100914
						<u>70.00</u>	
Total For Check 100914							
Check 100915							
101-209.000-726.000	03/04/21	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES FOR ASSESSING DEPAR	465059-00	03/18/21	252.25	100915
271-790.000-801.000	03/12/21	CURRENT OFFICE SOLUTIONS	LEASE SERVICES	328538-00	03/12/21	123.66	100915
582-175.000-726.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	198.69	100915
582-175.000-801.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	140.44	100915
590-175.000-726.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	99.35	100915
590-175.000-801.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	70.22	100915
591-175.000-726.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	99.34	100915
591-175.000-801.000	03/01/21	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	328523	03/25/21	70.22	100915
						<u>1,054.17</u>	
Total For Check 100915							
Check 100916							
101-175.000-801.000	03/08/21	DELAWARE SYSTEMS	UB BILLING SERVICES	10439	03/25/21	389.06	100916
582-175.000-801.000	03/08/21	DELAWARE SYSTEMS	UB BILLING SERVICES	10439	03/25/21	1,622.60	100916
590-175.000-801.000	03/08/21	DELAWARE SYSTEMS	UB BILLING SERVICES	10439	03/25/21	811.30	100916
591-175.000-801.000	03/08/21	DELAWARE SYSTEMS	UB BILLING SERVICES	10439	03/25/21	811.29	100916
						<u>3,634.25</u>	
Total For Check 100916							
Check 100917							
633-000.000-111.000	03/18/21	DETROIT SALT CO	ROCK SALT	S121-06533	03/18/21	2,933.45	100917
633-000.000-111.000	03/18/21	DETROIT SALT CO	ROCK SALT	S121-06642	03/18/21	3,002.72	100917
633-000.000-111.000	03/18/21	DETROIT SALT CO	ROCK SALT	S121-06747	03/18/21	2,938.22	100917
633-000.000-111.000	03/18/21	DETROIT SALT CO	ROCK SALT	S121-06826	03/18/21	3,000.93	100917
						<u>11,875.32</u>	
Total For Check 100917							
Check 100918							
101-295.000-925.000	03/22/21	DMCI BROADBAND, LLC	INTERNET/PHONE	55855	03/18/21	139.96	100918
						<u>139.96</u>	
Total For Check 100918							
Check 100919							
582-175.000-880.000	03/15/21	DOMESTIC HARMONY	DUCK DERBY	3/15/21	03/25/21	75.00	100919
590-175.000-880.000	03/15/21	DOMESTIC HARMONY	DUCK DERBY	3/15/21	03/25/21	37.50	100919
591-175.000-880.000	03/15/21	DOMESTIC HARMONY	DUCK DERBY	3/15/21	03/25/21	37.50	100919
						<u>150.00</u>	
Total For Check 100919							
Check 100920							
202-480.000-726.000	03/18/21	DOUBLE A LAWNSCAPING & SUPPLY	SILT FENCE, STRAW BLANKET ROLL & AN	36422	03/18/21	308.00	100920
						<u>308.00</u>	
Total For Check 100920							
Check 100921							
591-175.000-730.039	03/03/21	DP EQUIPMENT CO	580 CASE REPAIR	093553	03/25/21	1,338.94	100921
						<u>1,338.94</u>	
Total For Check 100921							
Check 100922							
101-265.000-801.000	03/01/21	EAST 2 WEST ENTERPRISES, INC	MOP & BUFF DISPATCH OFFICE	9262	03/18/21	40.00	100922
582-175.000-801.000	03/01/21	EAST 2 WEST ENTERPRISES, INC	CLEANING FOR JANUARY	9165	03/18/21	70.00	100922
590-175.000-801.000	03/01/21	EAST 2 WEST ENTERPRISES, INC	CLEANING FOR JANUARY	9165	03/18/21	35.00	100922

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591-175.000-801.000	03/01/21	EAST 2 WEST ENTERPRISES, INC	CLEANING FOR JANUARY	9165	03/18/21	35.00	100922
			Total For Check 100922			180.00	
Check 100923							
203-450.000-726.000	03/18/21	FAMILY FARM & HOME	OIL DRY	000811/W	03/18/21	59.90	100923
591-544.000-726.800	03/04/21	FAMILY FARM & HOME	2 CYCLE OIL	810/54	03/25/21	11.94	100923
591-544.000-930.000	03/12/21	FAMILY FARM & HOME	PERC MAS BIT/PB BLASTER	000813/W	03/25/21	37.98	100923
			Total For Check 100923			109.82	
Check 100924							
590-547.000-930.000	02/26/21	FASTENAL	SD SCREW	MIJON81468	03/25/21	38.28	100924
			Total For Check 100924			38.28	
Check 100925							
247-900.000-801.006	01/31/21	FOULKE CONSTRUCTION	DAWN THEATER REHABILITATION	DRAW-012	03/18/21	169,200.00	100925
247-900.000-801.006	02/28/21	FOULKE CONSTRUCTION	DAWN THEATER REHABILITATION	DRAW-013	03/18/21	149,922.00	100925
			Total For Check 100925			319,122.00	
Check 100926							
271-790.000-982.000	03/12/21	CENGAGE LEARNING		73878899	03/12/21	286.52	100926
271-792.000-982.000	03/12/21	CENGAGE LEARNING		73911007	03/12/21	59.18	100926
			Total For Check 100926			345.70	
Check 100927							
101-336.000-726.000	03/02/21	GELZER & SON INC	TWO (2) OUTLET COVERS	C408635	03/18/21	12.98	100927
101-336.000-930.000	03/18/21	GELZER & SON INC	MURIATIC ACID (FIRE DEPT)	C409465	03/18/21	11.94	100927
101-441.000-726.000	03/18/21	GELZER & SON INC	RETURN HDMI CABLE, BATTERIES	B41187	03/18/21	(15.99)	100927
202-490.000-726.000	03/18/21	GELZER & SON INC	RETURN HDMI CABLE, BATTERIES	B41187	03/18/21	30.81	100927
582-544.000-726.800	02/23/21	GELZER & SON INC	GUARD SCREWS	C407897	03/10/21	14.76	100927
582-544.000-726.800	03/12/21	GELZER & SON INC	RAKE	B42028	03/25/21	58.96	100927
582-544.000-726.800	03/12/21	GELZER & SON INC	NYL BRAID ROPE	C409813	03/25/21	16.99	100927
590-546.000-930.960	03/12/21	GELZER & SON INC	SPRAY PAINT	B42035	03/25/21	86.94	100927
590-547.000-930.000	03/08/21	GELZER & SON INC	BRASS BUSHING/ADAPTER	C409352	03/25/21	13.78	100927
590-547.000-930.000	03/08/21	GELZER & SON INC	VALVE/ELBOW/COUPLING	B41713	03/25/21	83.32	100927
591-544.000-930.000	03/09/21	GELZER & SON INC	SAWZALL BLADE	C409424	03/25/21	14.49	100927
591-545.000-930.000	02/24/21	GELZER & SON INC	ADA CLOSER	B40762	03/25/21	215.52	100927
			Total For Check 100927			544.50	
Check 100928							
590-175.000-930.000	02/18/21	GFG INSTRUMENTATION	CALIBRATION AND REPAIR OF AIR MONIT	300293	03/25/21	237.50	100928
590-175.000-930.000	02/18/21	GFG INSTRUMENTATION	CALIBRATION AND REPAIR OF AIR MONIT	300293	03/25/21	9.20	100928
591-175.000-930.000	02/18/21	GFG INSTRUMENTATION	CALIBRATION AND REPAIR OF AIR MONIT	300293	03/25/21	9.21	100928
591-175.000-930.000	02/18/21	GFG INSTRUMENTATION	CALIBRATION AND REPAIR OF AIR MONIT	300293	03/25/21	237.50	100928
			Total For Check 100928			493.41	
Check 100929							
591-545.000-930.000	02/26/21	GRAINGER INDUSTRIAL SUPPLY	10" EXPANSION JOINT	9818665938	03/25/21	492.00	100929
591-545.000-930.000	02/26/21	GRAINGER INDUSTRIAL SUPPLY	10" EXPANSION JOINT	9818665938	03/25/21	28.69	100929
			Total For Check 100929			520.69	
Check 100930							
590-547.000-726.900	03/01/21	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	827	03/25/21	33.00	100930
			Total For Check 100930			33.00	
Check 100931							

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Check 100931							
582-543.000-726.000	02/16/21	HERITAGE CRYSTAL CLEAN, LLC	MISC ABSORBENT PRODUCTS	16669805	03/25/21	116.00	100931
582-543.000-726.000	02/24/21	HERITAGE CRYSTAL CLEAN, LLC	MISC ABSORBENT PRODUCTS	16681307	03/25/21	232.00	100931
582-543.000-930.000	03/08/21	HERITAGE CRYSTAL CLEAN, LLC	TRIP FEE FOR USED OIL SERVICE	16700898	03/25/21	75.00	100931
			Total For Check 100931			423.00	
Check 100932							
101-209.000-801.000	03/04/21	HILLSDALE CO REGISTER OF DEEDS	COPY FEES	30927016	03/31/21	31.75	100932
			Total For Check 100932			31.75	
Check 100933							
101-400.000-905.000	03/18/21	HILLSDALE MEDIA GROUP	PUBLIC NOTICES	2102-00000705	03/18/21	100.15	100933
582-175.000-905.000	03/18/21	HILLSDALE MEDIA GROUP	PUBLICATIONS	2102-00000849	03/18/21	35.38	100933
588-588.000-905.000	03/18/21	HILLSDALE MEDIA GROUP	PUBLIC NOTICES	2102-00000705	03/18/21	78.70	100933
590-175.000-905.000	03/18/21	HILLSDALE MEDIA GROUP	PUBLICATIONS	2102-00000849	03/18/21	17.69	100933
591-175.000-905.000	03/18/21	HILLSDALE MEDIA GROUP	PUBLICATIONS	2102-00000849	03/18/21	17.68	100933
			Total For Check 100933			249.60	
Check 100934							
640-444.000-730.301	03/13/21	TODD HOLTZ	REIMBURSEMENT FOR PURCHASE OF FUSES	10284-1356357	03/18/21	5.68	100934
			Total For Check 100934			5.68	
Check 100935							
591-545.000-930.000	12/20/20	HOWELL'S MECHANICAL SERVICE	SERVICE CALL ON FURNACE AT WATER PL	20/4187	03/25/21	644.88	100935
			Total For Check 100935			644.88	
Check 100936							
640-444.000-726.000	03/18/21	JACKSON TRUCK SERVICE INC	FUEL FILTER, FEDERAL INSPECTION FOR	PC001343605:01	03/18/21	76.08	100936
640-444.000-730.000	03/18/21	JACKSON TRUCK SERVICE INC	FUEL FILTER, FEDERAL INSPECTION FOR	PC001343605:01	03/18/21	18.88	100936
			Total For Check 100936			94.96	
Check 100937							
582-175.000-801.000	12/01/20	JONESVILLE HEALTH CARE PLLC	DOT PHYSICAL	030821	03/18/21	100.00	100937
			Total For Check 100937			100.00	
Check 100938							
101-756.000-726.000	03/18/21	JONESVILLE LUMBER	PAINT (GREEN)	871010	03/18/21	257.92	100938
			Total For Check 100938			257.92	
Check 100939							
101-301.000-742.000	03/18/21	MATTHEW JUNE	2021 EQUIPMENT ALLOWANCE - VORTEX V	101-0304-341358	03/18/21	200.00	100939
			Total For Check 100939			200.00	
Check 100940							
582-175.000-930.000	03/12/21	KENDALL ELECTRIC	LED LIGHTS	S110120326.001	03/25/21	240.83	100940
590-175.000-930.000	03/12/21	KENDALL ELECTRIC	LED LIGHTS	S110120326.001	03/25/21	120.41	100940
591-175.000-930.000	03/12/21	KENDALL ELECTRIC	LED LIGHTS	S110120326.001	03/25/21	120.41	100940
			Total For Check 100940			481.65	
Check 100941							
588-588.000-801.000	12/31/20	KEY OPPORTUNITIES, INC.	GRANT - STATE OPERATING ASSISTANCE	45650	03/18/21	4,039.99	100941
			Total For Check 100941			4,039.99	
Check 100942							
101-175.000-806.002	02/28/21	KREIS, ENDERLE HUDGINS & BORS	MTT ATTORNEY FEES	323234 NJS	03/18/21	1,188.00	100942
			Total For Check 100942			1,188.00	

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Check 100943 582-543.000-726.000	02/25/21	KSS ENTERPRISES	SUPPLIES - POWER PLANT	1284330	03/25/21	146.38	100943
			Total For Check 100943			<u>146.38</u>	
Check 100944 101-276.000-801.000	03/18/21	THOMAS ALLEN MCNAIR	PORTABLE RESTROOM RENTAL - FEB 2021	1237	03/18/21	115.00	100944
101-756.000-801.000	03/18/21	THOMAS ALLEN MCNAIR	PORTABLE RESTROOM RENTAL - FEB 2021	1237	03/18/21	235.00	100944
			Total For Check 100944			<u>350.00</u>	
Check 100945 101-295.000-726.000	03/18/21	MARKET HOUSE	TIDE PODS/PINESOL LIQUID CLEANER	121352	03/18/21	40.91	100945
101-336.000-726.000	03/02/21	MARKET HOUSE	TIDE PODS/PINESOL LIQUID CLEANER	121074	03/18/21	26.18	100945
			Total For Check 100945			<u>67.09</u>	
Check 100946 244-174.000-801.000	03/18/21	MCKIBBIN MEDIA GROUP	EDC GIFT CARD	960-00009-00040	03/18/21	76.00	100946
			Total For Check 100946			<u>76.00</u>	
Check 100947 590-547.000-801.000	03/05/21	MERIT LABORATORIES	SAMPLES - BOB EVANS	21732	03/25/21	286.50	100947
590-547.000-801.000	03/05/21	MERIT LABORATORIES	SAMPLES	21663	03/25/21	286.50	100947
			Total For Check 100947			<u>573.00</u>	
Check 100948 101-172.000-810.000	03/03/21	MICH ECONOMIC DEVELOPERS ASSOC	2021 MEMBERSHIP	14401	03/19/21	305.00	100948
			Total For Check 100948			<u>305.00</u>	
Check 100949 101-301.000-801.000	03/04/21	MICH STATE POLICE	TOKEN FEE FROM 01/01/2021 TO 03/31/2021	551-576000	03/18/21	99.00	100949
			Total For Check 100949			<u>99.00</u>	
Check 100950 590-175.000-861.000	03/15/21	MICHIGAN WATER ENVIRONMENT ASSOCIATION	MWEA/WEF CONFERENCE	E28241	03/25/21	175.00	100950
590-175.000-861.000	03/11/21	MICHIGAN WATER ENVIRONMENT ASSOCIATION	MWEA/WEF MEMBER	E28226	03/25/21	175.00	100950
			Total For Check 100950			<u>350.00</u>	
Check 100951 590-546.000-861.000	03/05/21	MICHIGAN WATER ENVIRONMENT ASSOCIATION	2021 SPRING OPERATOR TRAINING	E28193	03/25/21	70.00	100951
591-543.000-861.000	03/05/21	MICHIGAN WATER ENVIRONMENT ASSOCIATION	2021 SPRING OPERATOR TRAINING	E28193	03/25/21	70.00	100951
			Total For Check 100951			<u>140.00</u>	
Check 100952 101-295.000-850.000	03/18/21	MID-CONTINENT CASUALTY COMPANY	AIRPORT UNDERGROUND STORAGE TANK INSURANCE	0017512	03/18/21	885.00	100952
			Total For Check 100952			<u>885.00</u>	
Check 100953 271-790.000-801.000	03/12/21	NET DESIGNS		03042021	03/12/21	95.00	100953
			Total For Check 100953			<u>95.00</u>	
Check 100954 591-544.000-730.039	03/11/21	NORM'S TIRE & SERVICE	SHOULDER DRIVE LRH	6205	03/25/21	318.99	100954
			Total For Check 100954			<u>318.99</u>	
Check 100955 582-175.000-801.000	02/28/21	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	1046882	03/25/21	56.98	100955
590-175.000-801.000	02/28/21	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	1046882	03/25/21	28.49	100955

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Check 100955							
591-175.000-801.000	02/28/21	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	1046882	03/25/21	28.48	100955
			Total For Check 100955			113.95	
Check 100956							
640-444.000-801.301	03/10/21	PARNEY'S CAR CARE	OIL CHANGE/LICENSE PLATE BULB REPLA	66824	03/18/21	42.98	100956
640-444.000-801.301	02/26/21	PARNEY'S CAR CARE	OIL CHANGE - UNIT 2-3 (20 EXPLORER)	66773	03/18/21	37.00	100956
			Total For Check 100956			79.98	
Check 100957							
101-336.000-861.000	03/01/21	PAUL GARGIN JR	FIREFIGHTER CONTINUING EDUCATION -	CEU	03/18/21	175.00	100957
			Total For Check 100957			175.00	
Check 100958							
640-444.000-730.000	03/18/21	PERFORMANCE AUTOMOTIVE	12 V BATTERY - #54	10284-1356091	03/18/21	109.99	100958
640-444.000-730.000	03/18/21	PERFORMANCE AUTOMOTIVE	BRAKE PADS & TIE ROD END TRUCK#15	10284-1355986	03/18/21	103.04	100958
640-444.000-730.000	03/18/21	PERFORMANCE AUTOMOTIVE	PIGTAIL (TRUCK #5)	10284-1354803	03/18/21	33.09	100958
640-444.000-730.000	03/18/21	PERFORMANCE AUTOMOTIVE	LICENSE LAMP (TRUCK #22)	10284-1355629	03/18/21	4.07	100958
640-444.000-730.000	03/18/21	PERFORMANCE AUTOMOTIVE	STEER SHIFT TUBE (TRUCK #14)	10284-1355662	03/18/21	45.59	100958
			Total For Check 100958			295.78	
Check 100959							
101-336.000-955.336	03/11/21	POINT RENTAL & SALES	HUSQVARNA K535I BATTERY POWER CUTTE	84330	03/18/21	875.00	100959
			Total For Check 100959			875.00	
Check 100960							
582-000.000-110.000	03/11/21	POWERLINE SUPPLY	INVENTORY	56546708	03/25/21	38.50	100960
582-000.000-110.000	03/11/21	POWERLINE SUPPLY	INVENTORY	56546708	03/25/21	26.70	100960
582-000.000-110.000	03/11/21	POWERLINE SUPPLY	INVENTORY	56547664	03/25/21	2,090.50	100960
582-000.000-110.000	03/03/21	POWERLINE SUPPLY	INVENTORY	56545976	03/25/21	1,027.20	100960
582-000.000-110.000	03/03/21	POWERLINE SUPPLY	INVENTORY	56545974	03/25/21	39.90	100960
582-000.000-110.000	02/24/21	POWERLINE SUPPLY	INVENTORY	56543962	03/26/21	91.00	100960
582-544.000-726.800	02/26/21	POWERLINE SUPPLY	TESTING PR GLOVES	56545066	03/25/21	450.51	100960
582-544.000-726.800	02/09/21	POWERLINE SUPPLY	TAPE AND BOLTED LUG CONNECTIONS	56540485	03/11/21	173.61	100960
582-544.000-726.800	02/09/21	POWERLINE SUPPLY	TAPE AND BOLTED LUG CONNECTIONS	56540485	03/11/21	358.44	100960
			Total For Check 100960			4,296.36	
Check 100961							
101-441.000-955.441	03/18/21	POWERS CLOTHING, INC.	SAFETY FOOTWARE - A. COLE DPS	1/66655	03/18/21	195.00	100961
			Total For Check 100961			195.00	
Check 100962							
101-301.000-726.000	03/09/21	PPCT/HUMAN FACTOR SCIENCE	THREAT PATTERN RECOGNITION USE OF F	1660	03/18/21	26.98	100962
			Total For Check 100962			26.98	
Check 100963							
582-175.000-801.000	03/05/21	QUADIENT LEASING USA, INC	LEASE PAYMENT MAIL STUFFING MACHINE	N8760606	03/25/21	637.47	100963
590-175.000-801.000	03/05/21	QUADIENT LEASING USA, INC	LEASE PAYMENT MAIL STUFFING MACHINE	N8760606	03/25/21	318.74	100963
591-175.000-801.000	03/05/21	QUADIENT LEASING USA, INC	LEASE PAYMENT MAIL STUFFING MACHINE	N8760606	03/25/21	318.73	100963
			Total For Check 100963			1,274.94	
Check 100964							
101-301.000-742.000	03/09/21	SHELBY RATHBUN	2021 EQUIPMENT ALLOWANCE - STREAMLI	111-1562562-9673	03/18/21	54.13	100964
			Total For Check 100964			54.13	
Check 100965							

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Check 100965							
590-547.000-726.900	03/02/21	RUPERT'S CULLIGAN	DISTILLED WATER WWTP	225093	03/25/21	54.00	100965
			Total For Check 100965			54.00	
Check 100966							
591-544.000-930.000	03/02/21	SLC METER LLC	FORD METER ADAPTER	257831	03/25/21	101.77	100966
			Total For Check 100966			101.77	
Check 100967							
101-175.000-801.000	02/28/21	SONIT SYSTEMS, LLC	NET ADMIN	63100	03/25/21	693.00	100967
582-175.000-801.000	02/28/21	SONIT SYSTEMS, LLC	NET ADMIN	63100	03/25/21	519.75	100967
590-175.000-801.000	02/28/21	SONIT SYSTEMS, LLC	NET ADMIN	63100	03/25/21	259.88	100967
591-175.000-801.000	02/28/21	SONIT SYSTEMS, LLC	NET ADMIN	63100	03/25/21	259.87	100967
			Total For Check 100967			1,732.50	
Check 100968							
202-490.000-726.000	03/18/21	SPARTAN BARRICADING & TRAFFIC	FLASHER LIGHTS (DPS)	149598	03/18/21	76.20	100968
203-490.000-726.000	03/18/21	SPARTAN BARRICADING & TRAFFIC	FLASHER LIGHTS (DPS)	149598	03/18/21	76.20	100968
			Total For Check 100968			152.40	
Check 100969							
101-295.000-730.000	02/23/21	SPRATT'S	SNOW RECOVERY OF PLOW TRUCK IN DITC	165240	03/18/21	250.00	100969
101-295.000-920.000	03/03/21	SPRATT'S	AIRPORT PROPANE	53018	03/18/21	394.54	100969
582-544.000-726.800	03/03/21	SPRATT'S	CHAIN	165341	03/25/21	26.95	100969
			Total For Check 100969			671.49	
Check 100970							
582-544.000-725.100-19	03/11/21	SSOE	PHASE 1 UPGRADE ENG/DESIGN SERVICES	2113073	03/25/21	3,408.00	100970
			Total For Check 100970			3,408.00	
Check 100971							
590-547.000-930.000	02/26/21	STAR CRANE & HOIST, INC	ANNUAL OSHA INSPECTION	15767-I	03/25/21	211.00	100971
			Total For Check 100971			211.00	
Check 100973							
101-756.000-801.000	03/18/21	STATE OF MICHIGAN EGLE	2020 WATER USE REPORTING FEE - FOD	761-10608819	03/18/21	200.00	100973
			Total For Check 100973			200.00	
Check 100974							
101-336.000-930.000	03/02/21	STILLWELL FORD MERCURY, INC	OIL CHANGE/VEHICLE CHECK UP - UNIT	639576	03/18/21	37.50	100974
640-444.000-730.000	03/18/21	STILLWELL FORD MERCURY, INC	SHIFT CABLE - TRUCK #14	180615	03/18/21	60.90	100974
			Total For Check 100974			98.40	
Check 100975							
582-544.000-726.800	02/23/21	STOLL METAL SALES, LLC	FASTGRIP HI LO MECH. GAL	5106	03/25/21	45.00	100975
			Total For Check 100975			45.00	
Check 100976							
640-444.000-730.000	03/18/21	STOOPS FREIGHTLINER-FREMONT	SENDER - FUEL LEVEL (VACTOR #29)	X306165423:01	03/18/21	109.28	100976
			Total For Check 100976			109.28	
Check 100977							
202-480.000-801.000	03/18/21	DAVID STIDHAM	TREES REMOVED AT MILL POND DAM - E	03052021	03/18/21	1,800.00	100977
			Total For Check 100977			1,800.00	
Check 100978							

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Check 100978							
101-265.000-801.000	03/15/21	UNIFIRST CORP	CONTRACTUAL MAT	1540115743	03/04/21	21.41	100978
101-301.000-801.000	03/08/21	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	1540115188	03/18/21	21.41	100978
101-441.000-742.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115187	03/18/21	32.93	100978
101-441.000-742.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115742	03/18/21	32.93	100978
101-441.000-801.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115187	03/18/21	28.34	100978
101-441.000-801.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115742	03/18/21	28.34	100978
640-444.000-742.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115187	03/18/21	13.14	100978
640-444.000-742.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115742	03/18/21	13.14	100978
640-444.000-801.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115187	03/18/21	19.82	100978
640-444.000-801.000	03/18/21	UNIFIRST CORP	RUGS & UNIFORMS - DPS	1540115742	03/18/21	19.82	100978
Total For Check 100978						231.28	
Check 100979							
633-000.000-111.000	03/18/21	UNIQUE PAVING MATERIALS	UPM COLD PATCH	58660	03/18/21	3,494.82	100979
Total For Check 100979						3,494.82	
Check 100980							
591-545.000-727.200	02/25/21	UNIVAR SOLUTIONS USA INC	LIQUICHLOR	48980090	03/25/21	775.00	100980
Total For Check 100980						775.00	
Check 100981							
591-545.000-930.000	03/04/21	USABLUEBOOK	HEAD ASSEMBLY	521747	03/25/21	534.11	100981
Total For Check 100981						534.11	
Check 100982							
101-301.000-801.000	03/01/21	VERIZON WIRELESS	NETWORK ACCESS FEE FOR IN-CAR MOBIL	9874574098	03/18/21	160.04	100982
582-175.000-925.000	03/01/21	VERIZON WIRELESS	PHONE BILL	9874574099	03/25/21	678.82	100982
590-175.000-925.000	03/01/21	VERIZON WIRELESS	PHONE BILL	9874574099	03/25/21	166.56	100982
591-175.000-925.000	03/01/21	VERIZON WIRELESS	PHONE BILL	9874574099	03/25/21	166.91	100982
Total For Check 100982						1,172.33	
Check 100983							
101-336.000-740.000	03/18/21	WATKINS OIL COMPANY	FEB 21 FLEET FUEL - FIRE DEPT	02/2021	03/18/21	278.05	100983
582-544.000-740.000	02/28/21	WATKINS OIL COMPANY	FUEL	000090-2105901	03/25/21	1,261.53	100983
588-588.000-740.000	03/18/21	WATKINS OIL COMPANY	FEB 21 FLEET FUEL - DART	02/2021	03/18/21	1,526.54	100983
590-547.000-740.000	02/28/21	WATKINS OIL COMPANY	FUEL	000090-2105901	03/25/21	228.59	100983
591-544.000-740.000	02/28/21	WATKINS OIL COMPANY	FUEL	000090-2105901	03/25/21	228.59	100983
640-444.000-740.000	03/18/21	WATKINS OIL COMPANY	FEB 21 FLEET FUEL - DPS	02/2021	03/18/21	3,461.78	100983
640-444.000-740.301	03/18/21	WATKINS OIL COMPANY	FEB 21 FLEET FUEL - POLICE DEPT	02/2021	03/18/21	1,701.18	100983
Total For Check 100983						8,686.26	
Check 45							
481-000.000-265.000	02/28/21	STATE OF MICHIGAN	SALES TAX	03.10.20210845	03/10/21	159.46	45
582-000.000-265.000	02/28/21	STATE OF MICHIGAN	SALES TAX	03.10.20210845	03/10/21	33,477.19	45
582-000.000-693.000	02/28/21	STATE OF MICHIGAN	SALES TAX	03.10.20210845	03/10/21	(212.02)	45
Total For Check 45						33,424.63	
Check 4595							
703-000.000-230.001	03/05/21	BOARD OF PUBLIC UTILITIES	UTILITIES - SPECIAL ASSESSMENT DISB	35202101	03/10/21	26.00	4595
703-000.000-230.001	03/05/21	BOARD OF PUBLIC UTILITIES	UTILITIES - SPECIAL ASSESSMENT DISB	35202101	03/10/21	165.30	4595
703-000.000-230.001	03/05/21	BOARD OF PUBLIC UTILITIES	UTILITIES - SPECIAL ASSESSMENT DISB	35202101	03/10/21	4.83	4595
Total For Check 4595						196.13	
Check 4596							
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	20,221.89	4596

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Check 4596							
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	515.42	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	4,044.42	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	103.08	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	4,848.18	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	123.53	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	1,626.33	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	41.43	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	693.42	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	2,809.77	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	1,465.34	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	740.12	4596
703-000.000-221.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	1,008.05	4596
703-000.000-223.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	1,640.63	4596
703-000.000-223.000	03/05/21	CITY OF HILLSDALE	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202102	03/10/21	41.23	4596
Total For Check 4596						39,922.84	
Check 4598							
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	8,008.07	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	204.10	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	9,896.82	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	248.69	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	6,212.99	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.02	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	5,141.15	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.02	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	8,801.71	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.04	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	1,552.42	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.01	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	5,174.43	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.02	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	5,177.53	4598
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FOR FEB 15 THRU MAR 20	35202103	03/10/21	0.02	4598
Total For Check 4598						50,418.04	
Check 46							
591-175.000-920.400	03/30/21	MICH GAS UTILITIES	NATURAL GAS UTILITY 401 HILLSDALE 0	6000048706	03/30/21	487.06	46
Total For Check 46						487.06	
Check 4600							
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FEB 15 THRU MAR 1 2021	35202104	03/10/21	4,166.25	4600
703-000.000-222.000	03/05/21	HILLSDALE CO TREASURER	DISBURSEMENT FEB 15 THRU MAR 1 2021	35202104	03/10/21	0.02	4600
Total For Check 4600						4,166.27	
Check 4601							
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	12,743.17	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	321.76	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	1,849.31	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	46.46	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	70,486.99	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	12,230.35	4601
703-000.000-225.000	03/05/21	HILLSDALE COMMUNITY SCHOOLS	DISBURSEMENT FOR FEB 15 THRU MAR 1	35202105	03/10/21	0.05	4601
Total For Check 4601						97,678.09	

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Check 4602							
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	219.28	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	5.52	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	2,461.41	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	61.85	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	1,230.57	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	30.93	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	1,450.09	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	0.01	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	16,279.01	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	0.07	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	8,139.01	4602
703-000.000-234.000	03/05/21	HILLSDALE INTERMEDIATE SCHOOL	SCHOOL'S DISBURSEMENT FOR FEB 15 THRU MAR 15	35202106	03/10/21	0.03	4602
Total For Check 4602						29,877.78	
Check 4603							
703-000.000-275.000	03/10/21	MCDOWELL, DENNIS	2020 Win Tax Refund 006-334-127-05	03/10/2021	03/11/21	284.16	4603
Total For Check 4603						284.16	
Check 4604							
703-000.000-275.000	03/10/21	ROBINSON, PATRICK A & MARY C	2020 Win Tax Refund 006-227-178-02	03/10/2021	03/11/21	3.10	4604
Total For Check 4604						3.10	
Check 4605							
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	3,498.39	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	699.57	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	838.63	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	281.31	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,385.23	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,804.19	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,492.81	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	2,556.19	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	450.33	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,502.48	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,503.42	4605
703-000.000-221.000	03/09/21	CITY OF HILLSDALE	2020 TIFA WINTER DISBURSEMENT	39202101	03/11/21	1,209.64	4605
Total For Check 4605						17,222.19	
Check 4606							
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	TIFA WINTER DISBURSEMENT CORRECTION	312202101	03/17/21	546.34	4606
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	TIFA WINTER DISBURSEMENT CORRECTION	312202101	03/17/21	109.32	4606
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	TIFA WINTER DISBURSEMENT CORRECTION	312202101	03/17/21	131.03	4606
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	TIFA WINTER DISBURSEMENT CORRECTION	312202101	03/17/21	43.91	4606
Total For Check 4606						830.60	
Check 4607							
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	IFT WINTER DISBURSEMENT	312202104	03/17/21	90.01	4607
Total For Check 4607						90.01	
Check 4608							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	TIFA ADJUSTENT DISBURSEMENT	312202102	03/17/21	216.48	4608
Total For Check 4608						216.48	
Check 4609							
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	CRA WINTER DISBURSEMENT	312202110	03/17/21	144.43	4609

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Check 4609							
Total For Check 4609						144.43	
Check 4610							
703-000.000-221.000	03/12/21	CITY OF HILLSDALE	OPRA WINTER DISBURSEMENT	312202118	03/17/21	95.33	4610
Total For Check 4610						95.33	
Check 4611							
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	258.62	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	51.72	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	62.00	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	20.80	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	20.68	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	8.99	4611
703-000.000-221.000	03/15/21	CITY OF HILLSDALE	NEZ WINTER DISBURSEMENT	315202102	03/17/21	51.52	4611
Total For Check 4611						474.33	
Check 4612							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	397.09	4612
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	328.61	4612
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	562.60	4612
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	99.13	4612
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	330.73	4612
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER DISBURSEMENT`	312202105	03/17/21	330.88	4612
Total For Check 4612						2,049.04	
Check 4613							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	IFT WINTER MCF DEBT DISBURSEMENT	312202106	03/17/21	266.35	4613
Total For Check 4613						266.35	
Check 4614							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	463.18	4614
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	383.27	4614
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	656.14	4614
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	115.76	4614
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	385.76	4614
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202113	03/17/21	385.99	4614
Total For Check 4614						2,390.10	
Check 4615							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	CRA WINTER DISBURSEMENT	312202114	03/17/21	310.60	4615
Total For Check 4615						310.60	
Check 4616							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	247.22	4616
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	204.57	4616
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	350.23	4616
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	61.77	4616
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	205.90	4616
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202119	03/17/21	206.02	4616
Total For Check 4616						1,275.71	
Check 4617							
703-000.000-222.000	03/12/21	HILLSDALE CO TREASURER	OPRA WINTER DISBURSEMENT	312202120	03/17/21	165.79	4617
Total For Check 4617						165.79	

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Check 4618							
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	102.41	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	414.20	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	342.70	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	586.82	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	103.54	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	344.98	4618
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202103	03/17/21	345.17	4618
Total For Check 4618						2,239.82	
Check 4619							
703-000.000-222.000	03/15/21	HILLSDALE CO TREASURER	NEZ WINTER DISBURSEMENT	315202104	03/17/21	290.71	4619
Total For Check 4619						290.71	
Check 4622							
703-000.000-225.000	03/12/21	HILLSDALE COMMUNITY SCHOOLS	IFT WINTER DISBURSEMENT	312202107	03/17/21	619.40	4622
703-000.000-225.000	03/12/21	HILLSDALE COMMUNITY SCHOOLS	IFT WINTER DISBURSEMENT	312202107	03/17/21	127.01	4622
Total For Check 4622						746.41	
Check 4623							
703-000.000-225.000	03/12/21	HILLSDALE COMMUNITY SCHOOLS	CRA WINTER DISBURSEMENT	312202115	03/17/21	870.54	4623
Total For Check 4623						870.54	
Check 4624							
703-000.000-225.000	03/12/21	HILLSDALE COMMUNITY SCHOOLS	OPRA WINTER DISBURSEMENT	312202121	03/17/21	464.68	4624
Total For Check 4624						464.68	
Check 4625							
703-000.000-225.000	03/15/21	HILLSDALE COMMUNITY SCHOOLS	NEZ WINTER DISBURSEMENT	315202105	03/17/21	23.32	4625
703-000.000-225.000	03/15/21	HILLSDALE COMMUNITY SCHOOLS	NEZ WINTER DISBURSEMENT	315202105	03/17/21	814.88	4625
Total For Check 4625						838.20	
Check 4626							
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	IFT WINTER DISBURSEMENT	312202108	03/17/21	5.69	4626
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	IFT WINTER DISBURSEMENT	312202108	03/17/21	63.88	4626
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	IFT WINTER DISBURSEMENT	312202108	03/17/21	31.93	4626
Total For Check 4626						101.50	
Check 4627							
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	CRA WINTER DISBURSEMENT	312202116	03/17/21	6.64	4627
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	CRA WINTER DISBURSEMENT	312202116	03/17/21	74.49	4627
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	CRA WINTER DISBURSEMENT	312202116	03/17/21	37.25	4627
Total For Check 4627						118.38	
Check 4628							
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	OPRA WINTER DISBURSEMENT	312202122	03/12/21	3.54	4628
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	OPRA WINTER DISBURSEMENT	312202122	03/12/21	39.76	4628
703-000.000-234.000	03/12/21	HILLSDALE INTERMEDIATE SCHOOLS	OPRA WINTER DISBURSEMENT	312202122	03/12/21	19.88	4628
Total For Check 4628						63.18	
Check 4629							
703-000.000-234.000	03/15/21	HILLSDALE INTERMEDIATE SCHOOLS	NEZ WINTER DISBURSEMENT	315202106	03/17/21	0.18	4629
703-000.000-234.000	03/15/21	HILLSDALE INTERMEDIATE SCHOOLS	NEZ WINTER DISBURSEMENT	315202106	03/17/21	2.00	4629
703-000.000-234.000	03/15/21	HILLSDALE INTERMEDIATE SCHOOLS	NEZ WINTER DISBURSEMENT	315202106	03/17/21	6.22	4629
703-000.000-234.000	03/15/21	HILLSDALE INTERMEDIATE SCHOOLS	NEZ WINTER DISBURSEMENT	315202106	03/17/21	65.20	4629
703-000.000-234.000	03/15/21	HILLSDALE INTERMEDIATE SCHOOLS	NEZ WINTER DISBURSEMENT	315202106	03/17/21	34.86	4629

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 03/05/2021 - 03/18/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Check 4629							
Total For Check 4629						108.46	
Check 4630							
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	IFT 2020 WINTER DISBURSEMENT	312202103	03/17/21	4,362.39	4630
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	IFT 2020 WINTER DISBURSEMENT	312202103	03/17/21	82.79	4630
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	IFT 2020 WINTER DISBURSEMENT	312202103	03/17/21	929.70	4630
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	IFT 2020 WINTER DISBURSEMENT	312202103	03/17/21	464.77	4630
Total For Check 4630						5,839.65	
Check 4631							
703-000.000-228.000	03/13/21	STATE OF MICHIGAN	CRA WINTER DISBURSEMENT	312202109	03/17/21	9,030.62	4631
703-000.000-228.000	03/13/21	STATE OF MICHIGAN	CRA WINTER DISBURSEMENT	312202109	03/17/21	96.62	4631
703-000.000-228.000	03/13/21	STATE OF MICHIGAN	CRA WINTER DISBURSEMENT	312202109	03/17/21	1,084.21	4631
703-000.000-228.000	03/13/21	STATE OF MICHIGAN	CRA WINTER DISBURSEMENT	312202109	03/17/21	542.09	4631
Total For Check 4631						10,753.54	
Check 4632							
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	OPRA WINTER DISBURSEMENT	312202117	03/17/21	6,642.64	4632
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	OPRA WINTER DISBURSEMENT	312202117	03/17/21	51.55	4632
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	OPRA WINTER DISBURSEMENT	312202117	03/17/21	578.74	4632
703-000.000-228.000	03/12/21	STATE OF MICHIGAN	OPRA WINTER DISBURSEMENT	312202117	03/17/21	289.35	4632
Total For Check 4632						7,562.28	
Check 4633							
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	185.08	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	124.80	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	2.58	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	29.03	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	185.08	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	90.46	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	949.07	4633
703-000.000-228.000	03/15/21	STATE OF MICHIGAN	NEZ WINTER DISBURSEMENT	315202101	03/17/21	507.48	4633
Total For Check 4633						2,073.58	
Check 47							
101-441.000-801.000	03/18/21	SPOK, INC	PAGER RENTAL - DPS	E73854330	03/18/21	19.05	47
Total For Check 47						19.05	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 03/05/2021 - 03/18/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		Fund Totals:					
			Fund 101 GENERAL FUND			13,869.33	
			Fund 202 MAJOR ST./TRUNKLINE FUND			2,215.01	
			Fund 203 LOCAL ST. FUND			136.10	
			Fund 208 RECREATION FUND			55.29	
			Fund 244 ECONOMIC DEVELOPMENT CORP FU			501.00	
			Fund 247 TAX INCREMENT FINANCE ATH.			319,122.00	
			Fund 271 LIBRARY FUND			904.51	
			Fund 481 AIRPORT IMPROVEMENT FUND			9,996.50	
			Fund 582 ELECTRIC FUND			58,549.23	
			Fund 588 DIAL-A-RIDE FUND			6,001.36	
			Fund 590 SEWER FUND			6,582.66	
			Fund 591 WATER FUND			9,746.71	
			Fund 633 PUBLIC SERVICES INV. FUND			15,370.14	
			Fund 640 REVOLVING MOBILE EQUIP. FUND			6,248.11	
			Fund 699 DPS LEAVE AND BENEFITS FUND			330.06	
			Fund 703 TREASURER'S TAX COLLECTION F			280,148.30	
		Total For All Funds:				729,776.31	

CITY COUNCIL MINUTES

City of Hillsdale
April 5, 2021
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
	Robert Socha, Ward 4
	Raymond Briner, Ward 4

Council Members absent:	William Zeiser, Ward 3
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Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Alan Becker (Planning/Zoning) Penny Swan, Steven Hammett, Doug Ingles, Sheri Ingles, Hannah Jordan, Mike Prince, Marie-Louise LaRue, Brianna Crall, Lori Boyd, Julie Games and Eric Luetheuser.

Approval of Agenda

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

Roll call:		
	Council Member Briner	Aye
	Council Member Vear	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye
	Mayor Stockford	Aye
	Council Member Socha	Aye

Motion passed 8-0.

Public Comment

None

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of March 4, 2021: \$745,120.38
 - 2. Payroll of March 4, 2021: \$183,480.80

- B. City Council Minutes of March 15, 2021
- C. Planning Commission Minutes of February 16, 2021
- D. Operations & Governance Minutes of March 10, 2021
- E. Board of Review Minutes of March 2, 2021, March 8, 2021, March 9, 2021
- F. Hillsdale College Noise Variance Request for Centralhallapalooza
- G. Hillsdale College Request to Barricade alley for Centralhallapalooza
- H. 2021 Assessor’s Report

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

Roll call:

Council Member Vear	Aye
Council Member Morrisey	Aye
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Pratt	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Vear	Aye

Motion passed 8-0.

Communications/Petitions

- A. Tri-County Housing Coalition Landlord and Housing event
- B. 2021 Hillsdale Walk4Water Event
- C. State of Michigan Notice of Hearing for Michigan Gas Utilities Customers
- D. County Commissioner Doug Ingles Report

County Commissioner Ingles reviewed a Resolution passed by the County Commissioners in support of health care workers and the Sheriff’s Department along with the Prosecuting Attorney’s Office during the pandemic.

All items presented for the purpose of information only.

Introduction and Adoption of Ordinances/Public Hearings

- A. Adoption of Ordinance: Amendment to Section 36-143 of Park Street

Alan Beeker, Planning Administrator reported that Hillsdale College had purchased property on the west side of Park St. located at 50-52 Park St. They are proposing to construct a warehouse structure for archival storage. The existing zoning does not allow for the College’s proposed use. They have requested that the property be re-zoned C-1, College District. The Planning Commission would like to propose the properties to the north and south along the west side of Park St. also be rezoned to C-1 as they are now currently owned by the College or designated as student housing.

Motion by Council Member Stuchell, seconded by Council Member Morrisey to adopt **Ordinance # 2021-02** to amend section 36-143 of Park Street.

By a voice vote, the motion passed unanimously.

Old Business

- A. Set Public Hearing – Vacation of a portion of the public right of way: triangular parcel at the northeast corner of the intersection of Union and Vine Streets

Motion by Council Member Vear, seconded by Council Member Briner to set public hearing for April 19, 2021 for the vacation of a portion of the public right of way and the northeast corner of the intersection of Union and Vine Streets.

By a voice vote, the motion passed unanimously.

B. Set Public Hearing for Special Assessment District 2021-03

Motion by Council Member Briner, seconded by Council Member Vear to set public hearing for April 19, 2021 for Special Assessment District 2021-03.

By a voice vote, the motion passed unanimously.

New Business

A. 2021-22 Budget Presentation and Setting of Public Hearing

Motion by Council Member Briner, seconded by Council Member Morrisey to accept budget document and set public hearing for May 17, 2021 for the Public Hearing.

By a voice vote, the motion passed unanimously.

B. Domestic Harmony Contract

Hannah Jordan (Domestic Harmony Director) reported on the services offered through Domestic Harmony. She thanked Council for their support in the past and asked them to continue to support the organization.

Council discussion ensued in favor of the contract with Domestic Harmony.

Motion by Council Member Briner, seconded by Council Member Vear to approve the Domestic Harmony Contract for fiscal year 2021-22 in the amount of \$6000.00.

Roll call:

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

Motion passed 8-0.

C. Bonnie Tew Recognition of Years of Service

Mayor Stockford read the resolution aloud thanking Bonnie Tew, Finance Director for her many years of service to the City.

Motion by Council Member Morrisey, seconded by Council Member Socha to approve Bonnie Tew’s recognition of Years of Service resolution. **Resolution 3448.**

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamation – Autism Awareness Month

Mayor Stockford read the proclamation aloud and declared the month of April as Autism Awareness Month.

B. Appointments—LAC DART – Steven Hammett

Council Member Briner, seconded by Council Member Socha motioned to approve Steven Hammett to the LAC Dart Board.

By a voice vote, the motion passed unanimously.

C. Other – None

General Public Comment

None

City Manager's Report

Manager Mackie mentioned the Public Services committee met to discuss the process with code enforcement and is a work in progress.

Manager Mackie stated a Community Development meeting will be set up soon to discuss property and possible sales of commercial property.

Alan Beeker, Zoning Administrator gave a brief updated on the completion timeframe of the Dawn Theater.

Police Chief Scott Hephner addressed Council on the hiring status of his department.

Manager Mackie stated that Council budget workshops with department heads will be starting in a few weeks.

Council Comments

Council member Morrissey stated that he would like to see a study done before next year's budget on the trash pickup and would like to see it reinstated.

Council member Socha, thanked County Commissioner Ingles on the hard work the commission put in for the resolution he presented. Socha also thanked the mayor for the Autism Awareness proclamation, and thanked Alan Beeker for all his hard work on the Dawn Theater.

Adjournment

Council Member Socha, seconded by Council Member Pratt moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:00 p.m.

Adam L. Stockford, Mayor

Katy Price, City Clerk



**Election Commission
Minutes**

**Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242**

Tuesday, April 13, 2021

Board members present: Amber Yoder
Jacob Parker

Board members absent: Cathy Kelemen

Also present was Katy Price, City Clerk.

Call to Order:

The meeting was called to order by City Clerk Price at 3:10 P.M.

Public Comments

No public comments were offered.

MINUTES

Election Commission meeting minutes of October 8, 2020 and October 15, 2020.

Motioned by Commissioner Yoder, seconded by Commissioner Parker to approve the meeting minutes as presented.

By a voice vote, the motion passed unanimously.

Communications/Petitions

Saturday, May 1, 2021 Clerk office hours 9:00 a.m. – 5:00 p.m. to issue absentee ballots.

Old Business

There was no old business for review

New Business

- A. Appointment of Election Inspectors & Receiving Boards for the May 4, 2021 Special Election**

City Clerk Price presented a proposed listing of election inspectors for the May 4, 2021 Special Election.

Commissioner Parker, seconded by Commissioner Yoder, moved to appoint the following individuals to serve as poll workers for the May 4, 2021 election, pending any necessary changes and emergencies:

Poll Workers:

Ward 1: Elizabeth Wilds (Chair), Sharon Draper, Linda Potter, Kellie Hendershot

Ward 2: Penny Wingate (Chair), Hilary Plummer, Cindy Netcher

Ward 3: Olivia Jones (Chair), Terry Dye, Penny Myers

Ward 4: Alicia Strech (Chair); Roy Bodinus, Susan Billings

Ann Harris – On Call

By a voice vote, the motion passed unanimously.

B. Election Assistance

Clerk Price stated as she has been in communication with Chief Deputy Clerk Abe Dane at the Hillsdale County offices and he has accepted to assist with the election. Clerk Price stated she will be on maternity leave soon so Dane will be assisting at the polls with opening/closing operations and assisting election inspectors periodically throughout the day. Deputy Clerk Loren and City employee Kathy Flaughter will also be assisting in the clerk's office through the day with the election if Clerk Price is unavailable.

No action taken.

C. Public Accuracy Test for the May 4, 2021 Special Election

The Elections Commissioners performed the accuracy test for ward 1-4 tabulators and the touch writer that are to be used for the May 4, 2021 election. All tabulators and scan units tested out without error.

Adjournment

Commissioner Parker, seconded by Commissioner Yoder, moved to adjourn, by voice vote, the motion passed unanimously.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Katy Price
City Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item : Consent Agenda

SUBJECT: Use of Parking Lot – Open Air Market, HBA

BACKGROUND: Michelle Loren, Recreation Director

The Hillsdale Business Association has submitted a request to utilize the south Library parking lot for its annual Open Air Market. This will begin Saturday, June 5, 2021 7:30 – 1:30 and continue every Saturday at the same time commencing Saturday October 30, 2021.

RECOMMENDATION:

I recommend Council authorize signatures by the Mayor and Clerk executing the Use Agreement.

PARKING LOT CLOSURE AGREEMENT
Hillsdale Business Association Open Air Market
June 2021

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (Hillsdale) and Hillsdale Business Association, (Ken Joswiak, President), 99 W. Carleton Rd., Hillsdale, Michigan 49242.

Preamble

Hillsdale controls the usage of local streets and parking lots within its jurisdiction. Among other governmental functions, Hillsdale seeks to promote the use of its streets and parking lots for the use and benefit of its citizens and the general public.

At various times, functions are proposed that involve the use of a portion of a public street/parking lot to which Hillsdale's citizens, as well as the public at large, are invited and encouraged to attend. In such instances, when Hillsdale determines that the proposed activity will inure to the economic, cultural and general benefit of its citizens and of the community at large, it has endeavored to cooperate with the activity's sponsor/promoter. In doing so, Hillsdale is concerned with regulating the use of its streets and parking lots so as to reasonably assure that they are not used in a manner that exposes persons attending activities as are allowed to take place in or on any portion of its public streets/parking lots to unreasonable risks of harm, as well as to assure that no damage is done to its street facilities.

Hillsdale Business Association desires to sponsor and promote an Open Air Market to which the general public is invited for the sale of goods by private vendors. The market is proposed to open in the Hillsdale Community Library Lower Parking Lot (Lot H) on the northwest corner of the intersection of Manning and Bacon Streets. Hillsdale Business Association has represented that it is a responsible organization and that it has created appropriate regulations and policies by which it will regulate participants in the event it proposes to promote and sponsor. Hillsdale Business Association also represents that participation in its event is and will be open to all on a nondiscriminatory basis.

Hillsdale has determined that it is in its best interests and the interests of the general public to allow Hillsdale Business Association to use Lot H as the site from which it may conduct its proposed event, and Hillsdale Business Association has agreed to do so, all in accordance with the following terms and conditions.

Agreement

1. In consideration of and reliance on Hillsdale Business Association's promises and its full compliance with all of the terms and conditions contained in this agreement, Hillsdale agrees to allow Hillsdale Business Association to use the following portion of its parking lot during specified periods beginning June 5, 2021, and continuing each Saturday thereafter through October 30, 2021, for the purpose of preparing for and conducting its proposed event and related activities for the use, benefit, and enjoyment of the general public during the stated hours and to thereafter to restore said parking lot to a condition fit for public travel that is at least as good as when taken, all as hereinafter provided:

- a) Lot H on the northwest corner of the intersection of Manning and Bacon Street beginning June 5, 2021, and continuing each Saturday thereafter through October 30, 2021, commencing at 7:30 a.m. and ending at 1:30 p.m. as a place to do business and other facilities as are reasonably required to conduct the proposed event and related activities in the Library Lower Lot.

2. Hillsdale further agrees that it shall temporarily close Lot H to vehicular traffic beginning June 5, 2021, and continuing each Saturday thereafter through October 30, 2021, pursuant to R.O.W. Permit No. 3854 and TCO No. 2021-05 approved by Hillsdale City Council on April 5, 2021, between the hours set forth for each area in subparagraphs a of paragraph 1 of this agreement.

3. Hillsdale Business Association agrees to and shall be solely responsible for obtaining, posting, and paying the fees for all applicable and necessary permits, including but not limited to those that might be required by the health department, barricades, the posting of signs, as well as any rule, regulations, and requirements others that might be required by any state, county, or local statute, ordinance, rule, or regulation.

4. Hillsdale Business Association further agrees that it shall be solely responsible for obtaining, arranging for, and providing all staff, equipment, tents, signs, tables, chairs, port-a-johns, food, beverages, provisions, supplies, goods, and other facilities as it or an applicable governmental agency determines necessary to provide for and to the general public in connection with its proposed event, all at its sole expense.

5. Hillsdale Business Association agrees that immediately following the end of the event and at its sole expense, it shall promptly remove or cause the removal all equipment, tents, signs, tables, chairs, trash, litter, and other items from Parking Lot H. Hillsdale Business Association shall notify the Hillsdale City Police and secure its permission to open the parking lot to vehicular traffic before removing its barricades.

6. Hillsdale Business Association further agrees that the removal of all equipment, signs, tables, chairs, trashcans, trash, litter, and other items from Parking Lot H and the restoration of the entire area occupied or used by it to be swept and in tidy condition and shall be completed not later than 1:30: p.m. every Saturday from June 5, 2021, through October 30, 2021.

7. Hillsdale Business Association agrees to abide by all applicable statutes, ordinances, rules, and regulations pertaining to it and to all provisions of this agreement during its occupancy and use of the described portion of Lot H.

8. Hillsdale Business Association acknowledges that there are no public restroom facilities at the site during the time of the scheduled event. Accordingly, Hillsdale Business Association represents and agrees that, at its sole expense and discretion, may provide and have in place portable restroom facilities that comply with all applicable health and sanitation codes for its scheduled event in full working order and sufficient quantity to accommodate the needs of its participants and the general public.

9. Hillsdale Business Association agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the Library Lower Lot or rights of way that would cause holes or other damage to the pavement without the prior written consent of the Director of Hillsdale's Department of Public Streets.

10. Hillsdale Business Association agrees that it shall not permit any street, alley, or adjacent lots, other than the described portion of Parking Lot F, to be blocked or obstructed. Further, Hillsdale Business Association agrees to and shall confine its proposed event activities solely to the Library Lower Lot.

11. Hillsdale Business Association agrees and understands that it, at its sole expense, is and shall be solely responsible for the repair and restoration of all damage to private or public property that results from or because of Hillsdale Business Association's proposed event, whether real or personal, and to leave the premises in a condition equal to or better than existed prior to its use, free from all garbage, trash, or other items.

12. Hillsdale Business Association represents that it is a valid Michigan organization and further represents that it possesses or will obtain and provide persons with the skill, experience, competence, and financial ability to carry out and fulfill all of its duties and obligations under this contract in a timely and professional manner.

13. Hillsdale Business Association further represents and covenants that it does not discriminate against any employee, applicant for employment, and shall not discriminate against any general public that will participate in the event it is staging under this agreement or any other member of the public because of race, color, religion, national origin, age, height, weight, marital status, or other legally protected class. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this agreement.

14. Hillsdale Business Association shall provide City with proof of public liability and property damage insurance with coverage that is satisfactory to Hillsdale and limits of liability of not less than a single limit of Five Hundred Thousand and 00/100 (\$500,000.00) Dollars, with City designated therein as a named insured to be and remain in force for the duration of Hillsdale Business Association's presence on and use of Hillsdale's street such proof to be provided at the time of execution of this Agreement.

15. Hillsdale Business Association shall carry and provide all workers' compensation insurance coverage at its sole expense for its employees as is required by the laws of the State of Michigan and provide proof thereof to Hillsdale prior to the commencement of any work under this contract.

16. Hillsdale Business Association represents to Hillsdale that it intends to use the described area for the purpose of providing food, non-alcoholic beverages, entertainment, and other similar activities, and that the consumption or possession of alcoholic beverages within the described area will not be permitted. In reliance on Hillsdale Business Association's representations and its other promises, as contained in this agreement, Hillsdale hereby grants and Hillsdale Business Association hereby accepts the exclusive control over the described portion of Lot H and the activities therein, it being the intention of the parties that Hillsdale Business Association is and shall be solely responsible for maintaining the described areas and regulating all activities therein so as to keep them in reasonably safe condition, free of unreasonable risk of harm, for the use and benefit of the general public and others using or within said area or any of its facilities, products or activities.

17. Hillsdale Business Association further agrees to and shall defend, indemnify, and hold Hillsdale harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees, and related expenses, as a result of actual or claimed personal injury, including death, property damage, or other damage or loss of any kind or nature which are or are claimed to be a proximate result of:

a. The negligence, gross negligence or intentional acts or omissions of Hillsdale Business Association, its agents, servants, employees, guests, vendors, invitees, event participants, or event attendees which arise or are claimed to have arisen as a result

or because of Hillsdale Business Association proposed event, its associated activities and events; or

b. The negligence, gross negligence or intentional acts or omissions of Hillsdale Business Association, its agents, servants, employees, guests, vendors, invitees, event participants or event attendees in the use of or defects in the areas described in the attached Exhibit A, or the equipment, tents, signs, tables, chairs, or other facilities placed or used by Hillsdale Business Association or any of agents, servants, employees, guests, vendors, invitees, event participants, or event attendees;

c. All such damages or injuries, including death, are whether caused in part by the negligence of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Hillsdale Business Association shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence of Hillsdale.

18. Hillsdale Business Association agrees that any and all documents provided to Hillsdale under this agreement are subject to disclosure and hereby expressly consents to Hillsdale's reproduction and release of such documents in response to a request under the Freedom of Information Act.

19. Hillsdale Business Association agrees that Hillsdale may immediately terminate this contract without further obligation or liability to Hillsdale Business Association at its option and without prejudice to any other remedies to which it might be entitled, whether in law, in equity or under this contract, by giving written notice of termination to Hillsdale Business Association if the latter should:

- (a) be adjudged bankrupt;
 - (b) become insolvent or have a receiver of its assets appointed;
 - (c) make a general assignment for the benefit of creditors;
 - (d) default in the performance of any obligation under this contract;
 - (e) breach any covenant under this contract;
 - (f) institute or suffer to be instituted any procedures for reorganization of its affairs;
- or
- (g) fail to perform any of its obligations to Hillsdale under this contract to Hillsdale's satisfaction.

Provided, however, that Hillsdale Business Association' indemnification, defense, hold harmless, and insurance coverage agreements shall survive any such termination.

Notice of termination pursuant to the forgoing provisions shall be provided to Hillsdale Business Association in writing and shall be delivered by ordinary first class mail or personal service to the following person at the following address: Hillsdale Business Association, 99 W. Carleton Rd., Hillsdale, Michigan 49242

20. All notices from Hillsdale Business Association to Hillsdale shall be in writing and shall be delivered by ordinary first class mail or personal service to the following person at

the following address: David Mackie, Hillsdale City Manager, 97 N. Howell Street, Hillsdale, Michigan 49242.

21. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.

22. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. Hillsdale and Hillsdale Business Association further agree that in the event of legal action arising from or as a result of this Agreement or its breach, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

CITY OF HILLSDALE

HILLSDALE BUSINESS ASSOCIATION

David Mackie, City Manager
April ____, 2021

Ken Joswiak, HBA
April ____, 2021

Katy Price, Clerk
April ____, 2021

City of Hillsdale Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: Consent Agenda
SUBJECT: Hillsdale College Alley Closure (Centralhallapalooza)

BACKGROUND PROVIDED Michelle Loren, Recreation Director

In March, 2021, the Hillsdale City Police Dept. received correspondence from Hillsdale College Security and Emergency Management requesting the closure of the north/south alley west of Hillsdale Street, south of College Street, north of Fayette Street between Hillsdale and Manning Streets on April 24, 2021 for the Centralhallapalooza Party.

A noise variance request and TCO #2021-03 closing the alley from 6:00 p.m. to 12:00 Midnight on April 24, 2021 were approved by Council at the April 5, 2021 Council Meeting,

An Agreement for Use of Alley has been approved by the City Attorney's office for signature by the Mayor and Clerk and the Chief Administrative Officer of Hillsdale College.

RECOMMENDATION:

I recommend Council approve the Use of Alley Agreement as presented and authorize signatures by the Mayor and Clerk.

Respectfully,
Michelle Loren, Recreation Director

AGREEMENT FOR USE OF ALLEY
Hillsdale College – Centralhallapalooza
April 24, 2021

This Agreement is made and entered between the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan and Hillsdale College, of 33 E. College Street, Hillsdale Michigan.

Preamble

The City controls the usage of local streets within its jurisdiction. Among other governmental functions, the City seeks to promote the use of its streets for the use and benefit of its citizens and the general public.

At various times, functions are proposed that are open to the public that involve the use of a portion of a public street, alley, or right of way. In such instances, when the City determines that the proposed activity will insure to the economic, cultural or general benefit of its citizens and of the community at large, it has endeavored to cooperate with the activity's sponsor/promoter. In doing so, the City is concerned with regulating the use of its streets, alleys, and rights of way so as to reasonably assure that they are not used in a manner that exposes persons attending activities as are allowed to take place in or on any portion of such public areas to unreasonable risks of harm, as well as to assure that no damage is done to the City's facilities.

The College desires to sponsor and promote an event that is open to its students, staff, guests, and other members of the public at which food and non-alcoholic drink concessions, music and other activities will be provided. The event is proposed to take place in a large tent to be located on an open lot on Hillsdale Street between premises commonly known and designated as 180 Hillsdale Street and 204 Hillsdale Street on Saturday, April 24, 2021 between the hours of 6:00 p.m. and midnight. The event will require the closing of the alley that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street. Cleanup activities and the return of City barricades will be conducted and finalized within a specified period following the end of the event.

The College represent that it is and will be responsible for the oversight of the event and all expenses associated with it. The College further represents that it has created appropriate regulations and policies by which it will regulate the activities of participants and attendees and their safety, and that participation in its event is and will be open to all participants and attendees on a nondiscriminatory basis.

The City has determined that it is in its best interests and the interests of the general public to allow the College to hold its planned activity as above described, and to close and allow the College's use of the referenced alley in connection with it. The College has agreed to do so in accordance with and subject to the following terms and conditions.

Agreement

1. In consideration of and reliance on the College's promises and its full compliance with all of the terms and conditions contained in this agreement, the City agrees to allow the College to hold its planned activity as described in the foregoing Preamble, and to close and use the alley

that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street in connection with it. Among other things, it is agreed that:

- A. The described alley shall be closed to motor vehicle traffic between 6:00 p.m. and midnight on Saturday, April 24, 2021 pursuant to TCO#2021-03 approved by City Council at a regular meeting held on April 5, 2021.
 - B. The College shall be solely responsible for picking up Type III Barricades from the City Department of Public Services facility on Waterworks drive and then placing and maintaining the barricades at the ends of the described alley as shown on the attached Exhibit A, so as to close off the alley to motor vehicle traffic between 6:00 p.m. and midnight on Saturday, April 24, 2021.
 - C. Between the hours of 6:00 p.m. and 7:00 p.m. on April 24, 2021 the College may exclusively use the described alley for the purpose of transporting, erecting, installing and removing equipment, tents signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, concessions and other facilities as are reasonably required to conduct the proposed event and related activities.
 - D. Between the hours of 6:00 p.m. and midnight on April 24, 2021 the College may use the described alley in connection with its above described planned activities.
 - E. The College shall cause all music, concession, other entertainment and all activities of any kind related to its planned activities on the referenced vacant lot and alley to cease on or before midnight on April 24, 2021.
 - F. Subject to and in accordance with the following provisions of this agreement, the College shall remove all barricades from the ends of the described alley, open the alley to public travel, and completely restore the alley to a condition that is at least as good as when taken.
2. The College agrees to and shall be solely responsible for obtaining, posting and paying the fees for all applicable and necessary permits, including but not limited to those that might be required by the health department, as well as to comply with any applicable state, county or local statutes, ordinances, rules, or regulations, all at its sole expense.
 3. The College agrees to and shall be solely responsible for obtaining, arranging for and providing all staff, equipment, tents, signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, entertainment, concessions and other facilities as are necessary or otherwise required in connection with its proposed event; all at its sole expense.
 4. Following the conclusion of the event, the College agrees to and shall be solely responsible for and at its sole expense shall comply with the following:
 - A. Immediately after midnight on April 24, 2021, the College shall contact the Hillsdale City Police and request permission to remove the barricades from the ends of the described alley and open the alley to vehicular traffic.
 - B. Upon receiving such permission, but not before, the College shall remove the barricades and open the alley to public travel and vehicular traffic. When the barricades are removed, the College shall place them out of the main traveled portion of the alley

until they are returned to the City; provided that the College shall return the barricades to the City's Department of Public Service's facility on Waterworks Drive no later than noon on Monday, April 26, 2021.

C. Between the hours of 8:00 a.m. and noon on April 26, 2021, the College shall at its sole expense remove or cause the removal and proper disposal of all equipment, tents, signs, tables chairs, port-a-johns, roll-offs, trash, garbage, litter and other items from the alley and surrounding environs, restore the alley to at least as good condition as when taken.

5. The College acknowledges that there are no public restroom facilities at the site. Accordingly, the College represents and agrees that, at its sole expense and as a condition precedent to the commencement of its event, it will provide and have in place portable restroom facilities that comply with all applicable health and sanitation codes for its scheduled event that are in full working order and in sufficient quantity to accommodate the needs of its participants and attendees.

6. The College agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the above-described alley.

7. The College agrees that it shall not permit any public way other than the described alley to be blocked or obstructed. Further, the College agrees to and shall confine its proposed event activities and the activities of the participants and attendees solely to the referenced vacant lot and the above-described alley.

8. The College agrees and understands that it is and shall be solely responsible for the repair and restoration of all damage to real and personal private and public property that results from or because of its proposed event, however and by whom caused.

9. The College represents that it is a valid Michigan corporation, and that it possesses or will obtain and provide persons with the skill, experience, competence and ability to carry out and fulfill all of its duties and obligations under this agreement in a timely and professional manner.

10. The College further represents and covenants that it does not discriminate against any employee or applicant for employment, and that it will not discriminate against any member of the public that will participate in or attend the event it is staging under this agreement because of race, color, religion, national origin, age, height, marital status or other legally protected class. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this agreement.

11. The College shall provide City with proof of public liability and property damage insurance with coverage that is satisfactory to the City and limits of liability of not less than a single limit of Five Hundred Thousand and 11/100 (\$500,000.00) Dollars, with City designated therein as a named insured to be and remain in force for the duration of the College's presence on and use of the above-described alley through and until its clean up and final restoration, such proof to be provided at the time of execution of this Agreement.

12. The College shall carry and provide all workers' compensation insurance coverage at its sole expense for its staff, employees, and agents as is required by the laws of the State of Michigan, and provide proof thereof to Hillsdale prior to the commencement of any work or activity under this agreement.

13. The College hereby accepts the exclusive control over the above-described alley and the activities to be conducted thereon, it being the intention of the parties that the College is and shall be solely responsible for maintaining and regulating the described areas and all associated facilities and activities in reasonably safe condition, free of unreasonable risk of harm, for the use and benefit of all those who will be using them, or who will be otherwise be attending or participating in or otherwise present within the area of the College's event.

14. The College further agrees to and shall defend, indemnify and hold the City harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of:

A. The sole or concurrent negligence, gross negligence or intentional acts or omissions of the College, its agents, servants, employees, guests, vendors, invitees, event participants, event attendees, or others on or within the alley or event area;

B. Defects of any kind or nature in the City's alley right of way, its surface or subsurface;

C. All other damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses or injuries, including death, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature, however caused.

Provided, however the College shall not be obligated to defend, indemnify and hold the City harmless from for any damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses caused by or resulting from the City's sole negligence.

15. The College agrees that any and all documents provided to the City under this agreement are subject to disclosure and hereby expressly consents to the City's reproduction and release of such documents in response to a request under the Freedom of Information Act, a court order, or under such other circumstances as the City might, in its sole discretion, decide.

16. The College agrees that City may immediately terminate this agreement without further obligation or liability to the College at its option and with out prejudice to any other remedies to which it might be entitled, whether in law, in equity or under this agreement, by giving written notice of termination to the College if the latter should default in the performance of any obligation or breach any covenant under this agreement.

Provided, however, that the College's indemnification, defense, hold harmless and insurance coverage agreements shall survive any such termination.

Notice of termination pursuant to the forgoing provisions shall be delivered to the following named representative of the College by ordinary first class mail or personal service at the following address:

17. All notices from the College to Hillsdale shall be in writing and shall be delivered by ordinary first class mail or personal service to David Mackie, Hillsdale City Manager, at 97 N. Howell Street, Hillsdale, Michigan 49242.

18. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.

19. This agreement shall be governed and construed in accordance with the laws of the State of Michigan. The City and the College further agree that in the event of legal action between the parties arising from or as a result of this agreement or its breach, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

CITY OF HILLSDALE

HILLSDALE COLLEGE

Adam Stockford, Mayor
City of Hillsdale

Richard Péwé
Chief Administrative Officer
Hillsdale College

Katy Price, Clerk
City of Hillsdale

Dated: April ____, 2021

Dated: April ____, 2021

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: Consent Agenda
Subject: Hillsdale College Gina Relays Parking

Background:

As in previous years, Hillsdale College is requesting to bag the No Parking signs on the south side of E. College Street between Hillsdale and Oak Streets along with posting “Bus Parking Only” on the east side of Union St. between College Street and Barber Drive for the “Gina” relays. This request is for April 23 and 24 from 8:00 a.m. till 11:00 p.m.

Recommendation:

Approval of this request is recommended as this is an annual event that has utilized this parking strategy in years past.

Scott A. Hephner

Chief of Police / Fire Chief



April 7, 2021

Chief Scott A. Hephner
Hillsdale Police Department
Hillsdale City Hall
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College requests permission to bag city street signs on East College Street, south side between Hillsdale Street and Oak Street to accommodate parking on the following dates:

Friday and Saturday, April 23-24 beginning at 8:00 a.m. until approximately 11:00 p.m. for the Hillsdale College "Gina" Relays.

April 23-24 we are also requesting to place Bus Parking Only signage along Union Street, northbound traffic (east side of Street) south of Barber Drive and north of College Street.

Respectfully submitted,

William K. Whorley
Director of Security
517-607-2454

WKW/lmm

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: Consent Agenda
Subject: Hillsdale College Commencement Street Closure Request

Background:

Hillsdale College requests to close the entire right of way including pedestrian sidewalks for commencement. There is a request for Hillsdale Street to be closed from E. College Street to Galloway / Barber Drive for commencement to be held on the East Lawn. There is an additional request for E. College Street and Oak Street to be closed between Union Street and Academy Lane including sidewalks for the Biermann Center as a backup commencement location. Only one location will be closed on this date. This request is for Saturday May 8, 2021 from 10:00 a.m. till 6:00 p.m.

A noise variance is also requested for this event during the same time period.

Recommendation:

Approval of this request is recommended as this is an annual event.

Scott A. Hephner

Chief of Police / Fire Chief



April 2, 2021

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, May 8 from 10:00 a.m. until 6:00 p.m. for Commencement, which is tentatively located on the East Lawn (33 E College Street). In the case of inclement weather, the Biermann Center (91 E College Street) will be used as an alternative location and this variance will not be used.

If you have any questions, please call me at 607-2454. Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

WKW/lmm

April 2, 2021

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

Dear Chief Hephner:

In accordance with our past practices and procedures, Hillsdale College is requesting to close the right of way, including both the street and sidewalk, along Hillsdale Street from College Street to E. Galloway Drive/Barber Drive on May 8, 2021 from 10 a.m. until 6p.m. Vehicular and foot traffic will be routed east along College Street, north or south along West Street, west along Galloway, and back to Hillsdale Street.

In case of inclement weather, the Commencement ceremony will shift to the Margot V. Biermann Center, located at 91 E College Street. In that case, Hillsdale College would close the right of way, including both the street and sidewalk, along Oak Street and College Street between Academy Lane and Union Street on May 8, 2021 from 10 a.m. until 6 p.m. Vehicular and foot traffic would be routed from Oak Street onto Fayette Street, then either north or south along Union Street, and west onto College 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.

Respectfully submitted,



William K. Whorley
Director of Security and Emergency Management

WKW/lmm

TRAFFIC CONTROL ORDER
2021-07

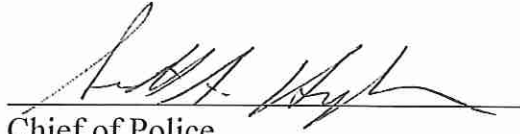
Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan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

Hillsdale St. and adjacent sidewalks between E. College St. and Galloway/Barber Drive will be closed to all traffic from 10:00 am to 6:00 pm on Saturday, May 8, 2021 for the Hillsdale College Commencement ceremony.

IN CASE OF INCLEMENT WEATHER THE FOLLOWING CLOSURE WILL TAKE PLACE:

Oak St and E. College St. and adjacent sidewalks between Academy Lane and Union St. will be closed to all traffic from 10:00 am to 6:00 pm on Saturday, May 8, 2021 for the Hillsdale College Commencement ceremony.

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.



Chief of Police

04/14/21

Date

Received for filing in the office of the City Clerk at 3:00 p.m. on the 14 day of April, 2021.

City Clerk

04/14/21

Date

RESOLUTION # _____

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

Passed in open Council this _____ day of _____, 2021.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, City Clerk

Received by Chief Hedner
 Date 04/10/21
 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 4/2/21

Applicant's Name 33 E College Street	Date	Contractor's Name	Date
Mailing Address Hillsdale MI 49242		Mailing Address	
City State Zip Code 517-607-2597		City State Zip Code	
Telephone Number		Telephone Number	

DESCRIPTION OF WORK OR USE:

Hillsdale Street and the adjacent sidewalks, to include the entire right of way, to be closed between College Street and E Galloway Drive/Barber Drive. Traffic to be routed west on College Street, to north/south on West Street, and then east on Galloway Drive, returning to Hillsdale Street. Detour signs will indicate route.

LOCATION: (Drawing to be provided)

See attached map.

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Stadium III Barricades and Pedestrian Barricades are to be used along with advanced warning signs. All traffic signage is MUTCD compliant.

TIME PERIOD:

COMMENCING DATE: **May 8, 2021** TIME: **10 am** ENDING DATE: **May 8, 2021** TIME: **6 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

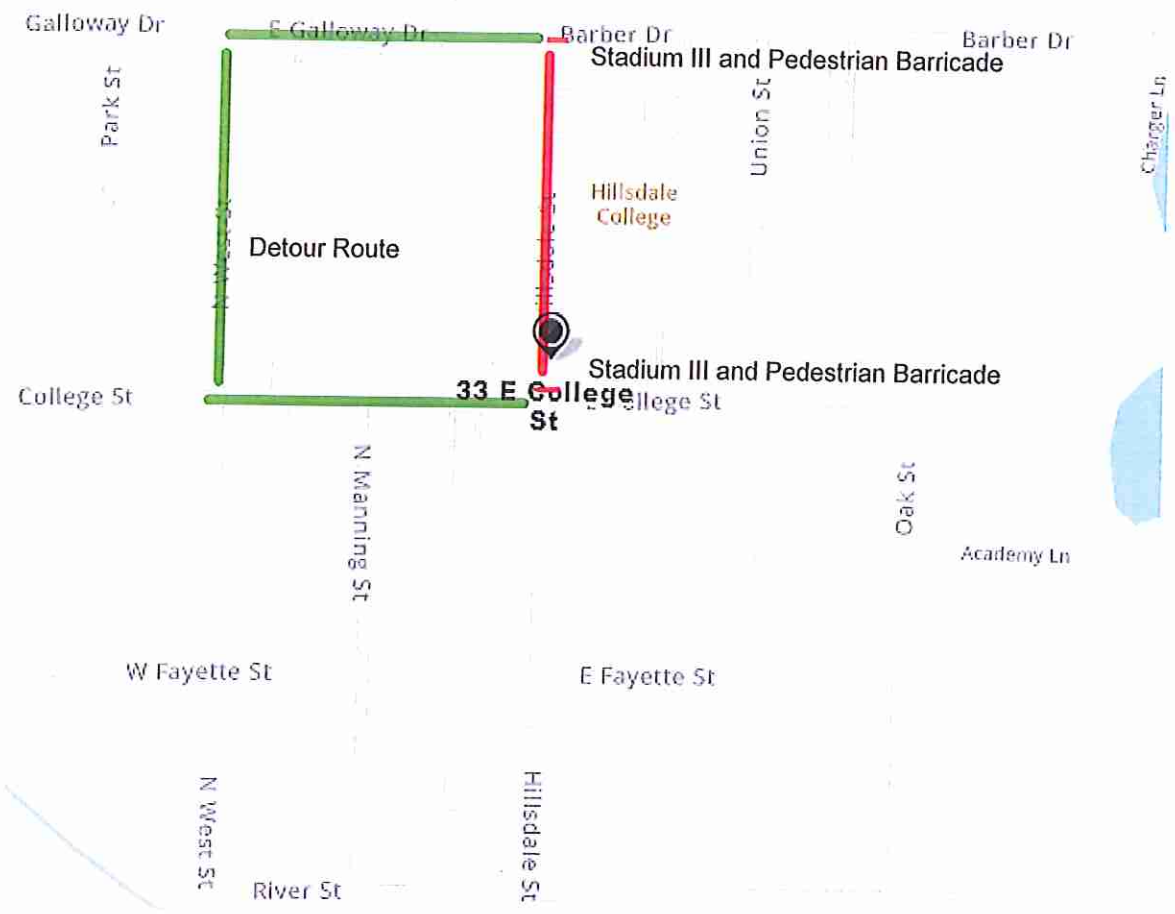
Note: All payments must be received and recorded before permit is valid.

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 OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242	CONTACT NAME: Jenalle Beaman PHONE (A/C, No, Ext): (517) 439-1501 E-MAIL ADDRESS: jbeaman@vestedrisk.com	FAX (A/C, No): (517) 439-4254
	INSURER(S) AFFORDING COVERAGE	
INSURED Hillsdale College 33 E College Street Hillsdale MI 49242-1205	(517) 607-2239	INSURER A: National Union Fire Insurance INSURER B: United Educators Insurance INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 19445 10020

COVERAGES

CERTIFICATE NUMBER: Cert ID 2373

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/POP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY			CA 5425499	10/16/2020	10/16/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTIONS \$ 1,000,000			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC43172198 / WC43172	10/16/2020	10/16/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 \$ \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
 Hillsdale College Security
 33 E. College Street
 Hillsdale MI 49242
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Christopher Sumner

Received by Chris Hedhner
 Date 4/1/21
 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 4/2/21

Applicant's Name 33 E College Street	Date	Contractor's Name	Date
Mailing Address Hillsdale MI 49242		Mailing Address	
City State Zip Code 517-607-2597		City State Zip Code	
Telephone Number		Telephone Number	

DESCRIPTION OF WORK OR USE:

Close Oak Street and the adjacent sidewalks, to include the entire right of way, from Academy Lane to E. College Street along with closing E. College Street and the adjacent sidewalks, to include the entire right of way, to Union Street. Detour will be routed west from Oak Street on Fayette, Fayette to Union Street, and Union Street to College Street. Traffic signs will be used to mark detour.

LOCATION: (Drawing to be provided)

See attached map.

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Stadium III Barricades and Pedestrian Barricades are to be used along with advanced warning signs. All traffic control signage is MUTCD compliant.

TIME PERIOD:

COMMENCING DATE: **May 8, 2021** TIME: **10 am** ENDING DATE: **May 8, 2021** TIME: **6 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

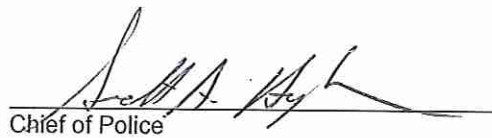
Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Bond Received \$ _____

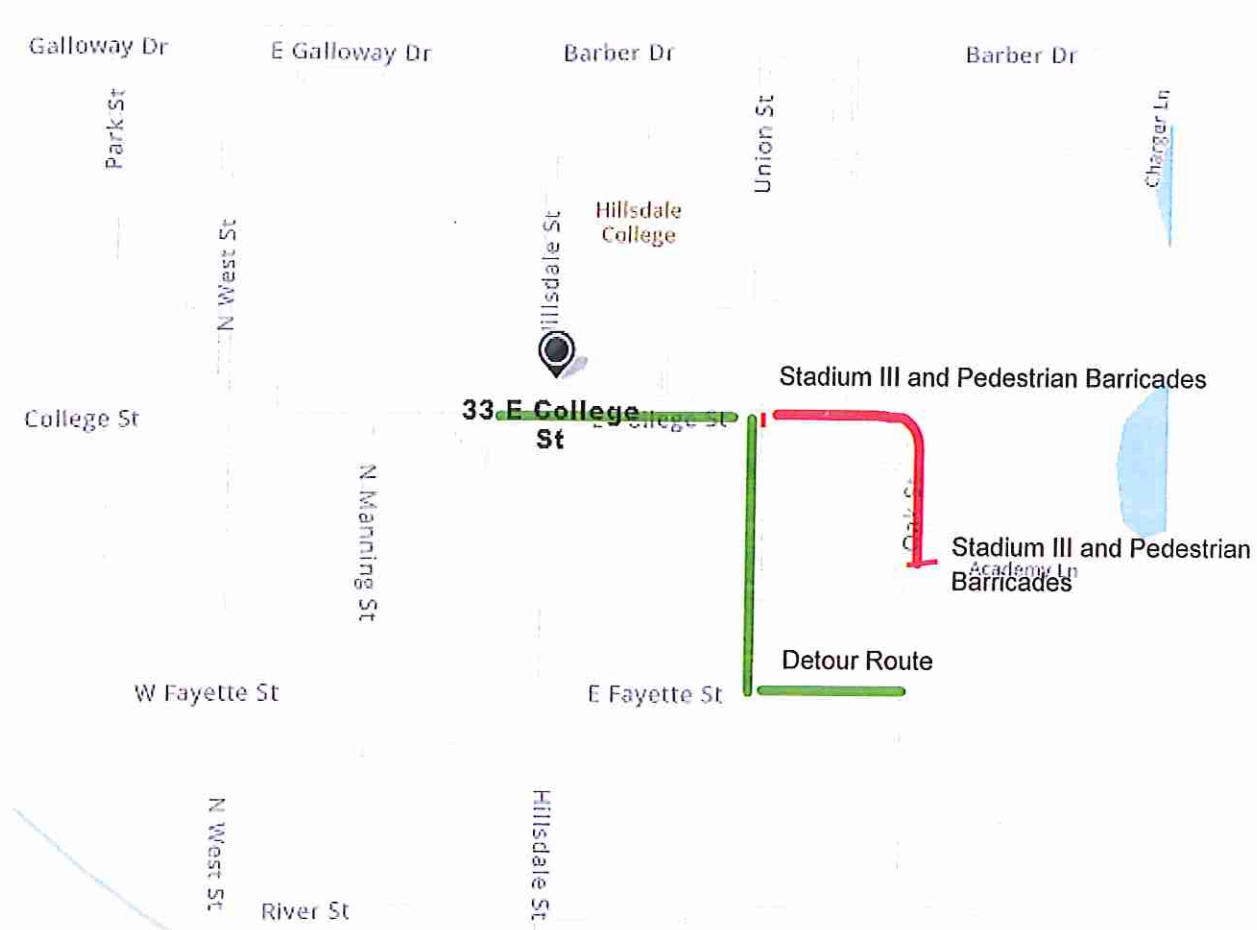
Fee Received \$ _____

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 OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242		CONTACT NAME: Jenalle Beaman PHONE (A/C, No, Ext): (517) 439-1501 FAX (A/C, No): (517) 439-4254 E-MAIL ADDRESS: jbeaman@vestedrisk.com	
		INSURER(S) AFFORDING COVERAGE	
		NAIC #	
INSURED (517) 607-2239 Hillsdale College 33 E College Street Hillsdale MI 49242-1205		INSURER A: National Union Fire Insurance 19445 INSURER B: United Educators Insurance 10020 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: Cert ID 2373

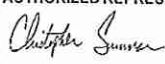
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA 5425499	10/16/2020	10/16/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 1,000,000			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC43172198 / WC43172	10/16/2020	10/16/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 \$ \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Hillsdale College Security 33 E. College Street Hillsdale MI 49242	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: Communications / Petitions
Subject: CAPA 5k Glow Run

Background:

The Child Abuse Prevention Awareness (CAPA) council of Hillsdale County will be holding their annual 5k Glow Run / Walk on Saturday April 24, 2021 at 8:00 p.m. The start / finish line will be alongside the dirt portion of Waterworks Drive within Sandy Beach Park, participants will travel from this point to the walk path and continue to Barnard Street and back. There will be assigned staggered start times with no gatherings. All participants will be urged to leave as soon as they complete the course. No streets or parking lots will be blocked and there will be no vehicular or pedestrian impediments.

The Hillsdale City Police and Fire Departments will be assisting along the course.

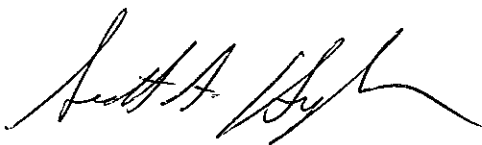
Recommendation:

Support of the CAPA 5k Glow Run / Walk is appreciated as proceeds help fund prevention and awareness programs in Hillsdale County.

Scott Hephner

Chief of Police / Fire Chief

Vice President, CAPA Board



City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: Public Hearing

SUBJECT: 2021 Special Assessment District (SAD# 21-03) Public Hearing and Resolution

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

At the April 5th City Council meeting a public hearing date of April 19th was set to consider comments on the creation of the Elm Court Area Special Assessment District (SAD# 21-03).

The total estimated cost of the project is \$75,000 with \$50,000 being paid by the City and \$25,000 being assessed to property owners. The project cost split is in accordance with the City's Policy on Special Assessment Districts for Street Projects presented to the City Council at their February 1, 2021 meeting. It is important to note that the total combined cost to the affected property owners will not go above \$25,000, which is limited to a maximum of \$5,000 per lot, but may go down if the total project cost comes in lower than the total estimated cost of \$75,000.

Notice of the meeting was published once each week for two successive weeks in the local newspaper. Affected residents were mailed and hand delivered information on the proposed district and city staff held an informational meeting to answer resident questions on the proposed district.

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 Council hold the public hearing on the creation of Elm Court Area Special Assessment District (SAD# 21-03) and consider adopting this resolution to move forward in establishing said District.

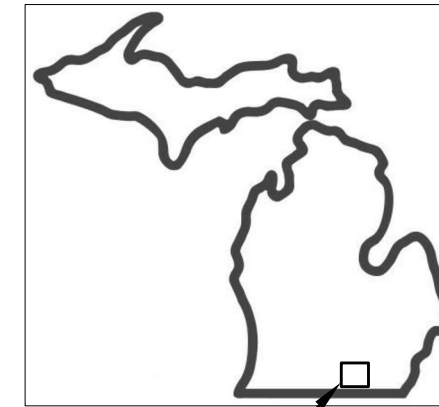
ELM COURT - SPECIAL ASSESSMENT DISTRICT (21-03)

PARCEL NO.	PROPERTY ADD	OWNER	ESTIMATED SAD AMOUNT
006-327-480-24	124 S HOWELL ST	HOSPICE OF HILLSDALE COUNTY	\$5,000
006-327-480-25	3 ELM CT	KINNEY, TIMOTHY	\$5,000
006-327-480-26	6 ELM CT	HARRIS, BRANDY	\$5,000
006-327-480-27	4 ELM CT	BETHEL, DAVID E	\$5,000
006-327-480-28	2 ELM CT	HOWLAND, BRIAN	\$5,000



CITY OF HILLSDALE

HILLCREST, RIVERDALE & ELM COURT STREET IMPROVEMENTS

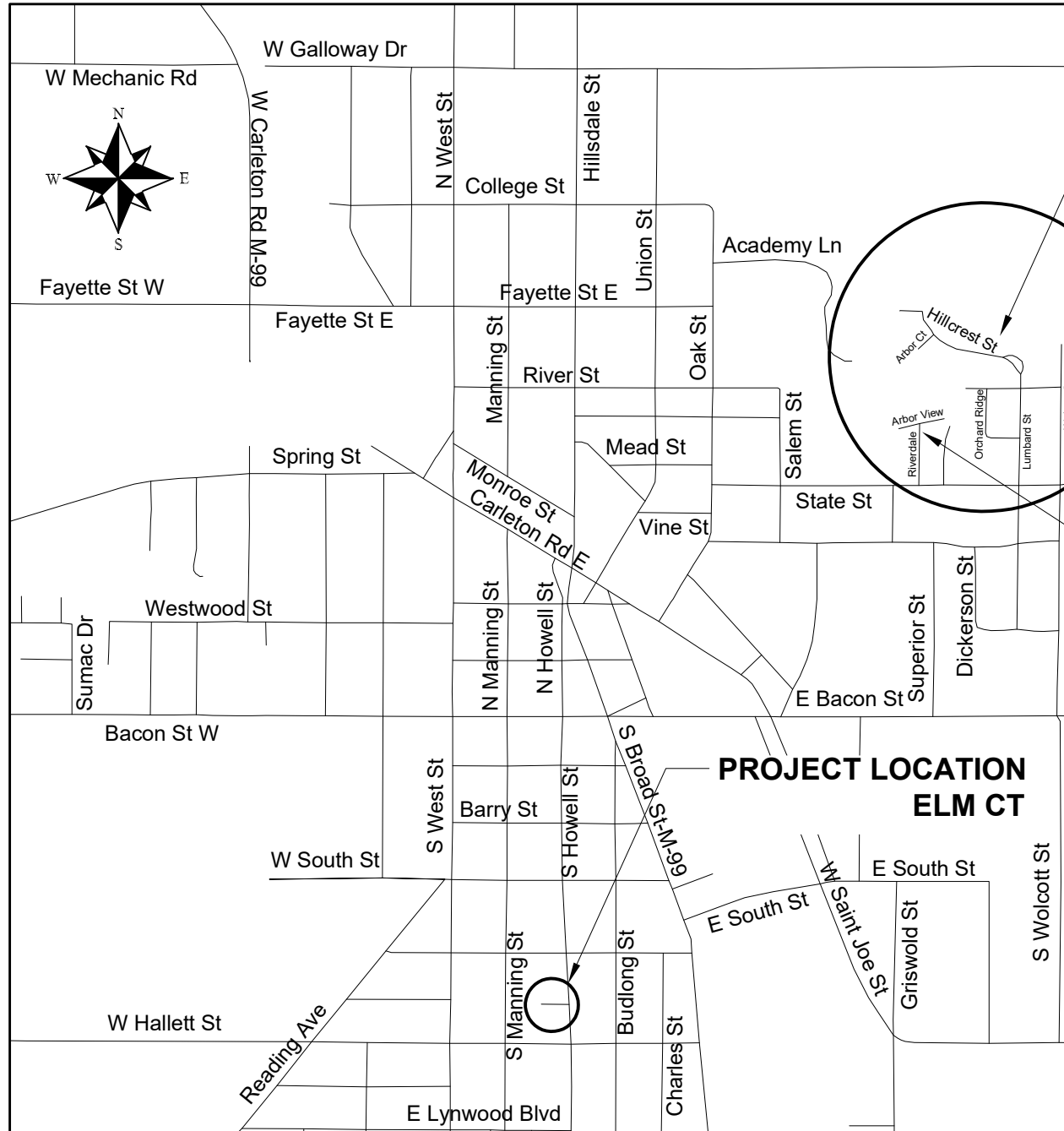


SITE LOCATION

PROJECT LOCATION
HILLCREST AREA

PROJECT LOCATION
RIVERDALE AREA

PROJECT LOCATION
ELM CT



AREA MAP
NOT TO SCALE

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.

Progress Print
NOT
FOR
CONSTRUCTION

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)



97 NORTH BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
HILLSDALE, MI
STREET IMPROVEMENTS

2021

SCALE NTS

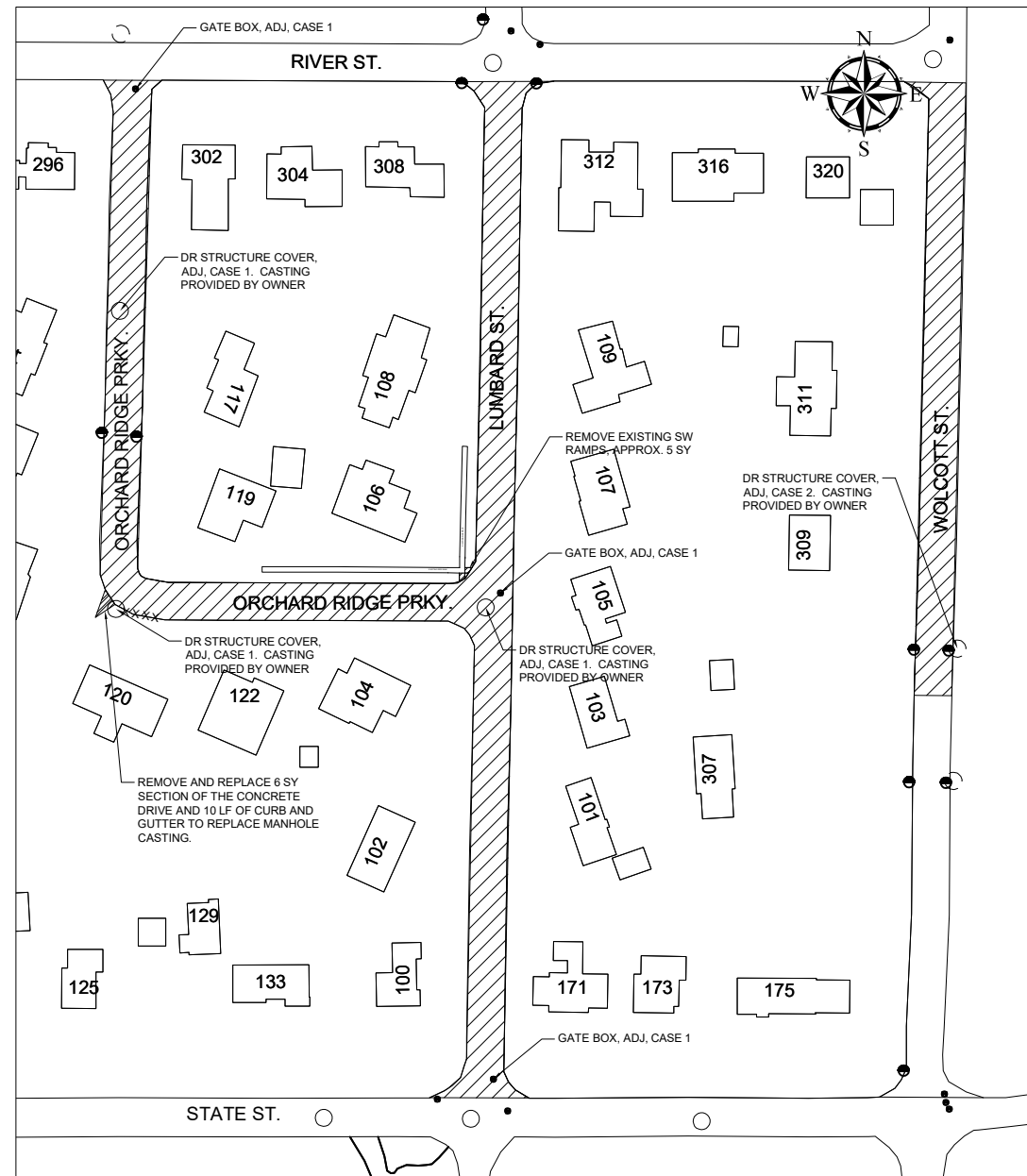
	NAME	DATE
DESIGNED	KLB	2/24/21
DRAWN	KLB	2/24/21
CHECKED		

DRAWING NO.


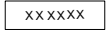

TS

SHEET NO.	DESCRIPTION
TS	TITLE SHEET
C1	HILLCREST DR., ARBOR CT., CRESCENT CT., RIVER ST., N. WOLCOTT ST. (NORTH OF RIVER ST.)
C2	LUMBARD ST., ORCHARD RIDGE PKWY, N. WOLCOTT (SOUTH OF RIVER ST.), ARBOR VIEW CT., RIVERDALE
C3	ELM COURT
C4	ELM COURT - TRAFFIC CONTROL PLAN

HILLCREST AREA - SOUTH



REMOVAL LEGEND

	HMA, REM
	CURB & GUTTER, REM
	SIDEWALK, REM

PROJECT QUANTITIES - HILLCREST SOUTH		
QUANTITY	UNIT	DESCRIPTION
50	LF	CURB & GUTTER, REM
11	SY	SIDEWALK, REM
6000	SY	HMA SURFACE, REM
3	EA	DR STRUCTURE COVER, ADJ, CASE 1
1	EA	DR STRUCTURE COVER, ADJ, CASE 2
3	EA	GATE VALVE, ADJ, CASE 1
50	LF	CURB & GUTTER, CONC, DET F4
55	SF	SIDEWALK/ DRIVEWAY, CONC, 6 INCH
725	TON	HMA, 13A (220LBS/SY)
725	TON	HMA, 36A (220LBS/SY)
150	CY	SAND SUBBASE, CIP
600	SY	AGGREGATE BASE (22A), 8 INCH
150	CY	SUBGRADE UNDERCUTTING, TYPE II
50	SY	TURF ESTABLISHMENT
1	LS	TRAFFIC CONTROL

Progress Print
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 FOR
 CONSTRUCTION



97 NORTH BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

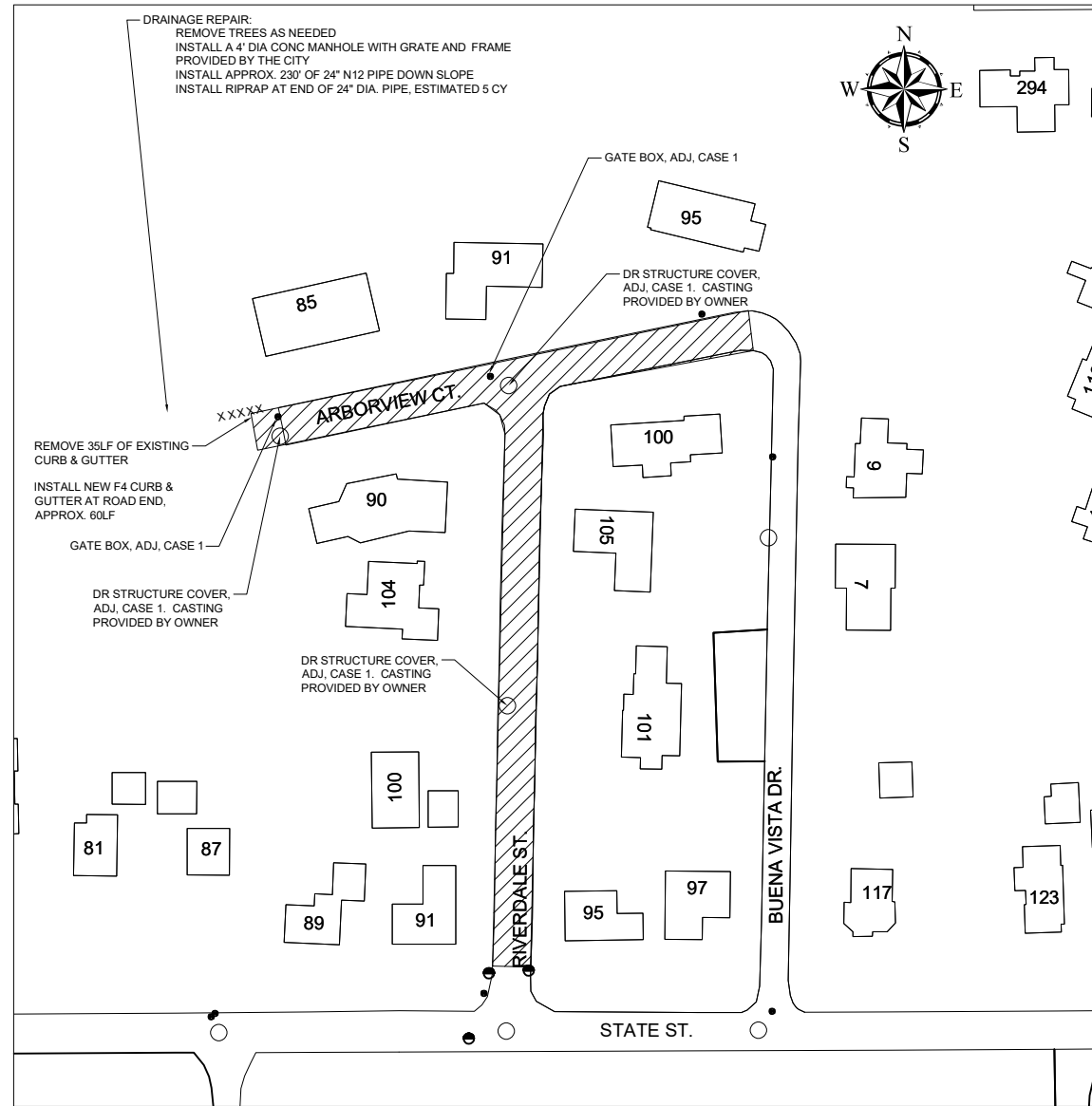
CITY OF HILLSDALE
 HILLSDALE, MI
 HILLCREST AREA
 STREET IMPROVEMENTS
 LUMBAR ST, ORCHARD RIDGE PKWY,
 AND N WOLCOTT ST

SCALE:
1" = 30'

	NAME	DATE
DESIGNED	KLB	2/25/21
DRAWN	KLB	2/25/21
CHECKED		

DRAWING NO.
C2

RIVERDALE AREA



REMOVAL LEGEND

- HMA, REM
- CURB & GUTTER, REM

PROJECT QUANTITIES - RIVERDALE		
QUANTITY	UNIT	DESCRIPTION
50	LF	CURB & GUTTER, REM
2600	SY	HMA SURFACE, REM
1	LS	ARBOR VIEW CT. DRAINAGE
230	LF	SEWER N12 PIPE, 24" DIA., TRENCH DET B
3	EA	DR STRUCTURE COVER, ADJ, CASE 1
2	EA	GATE VALVE, ADJ, CASE 1
75	LF	CURB & GUTTER, CONC, F4
315	TON	HMA, 13A (220LBS/SY)
315	TON	HMA, 36A (220LBS/SY)
50	CY	SAND SUBBASE, CIP
200	SY	AGGREGATE BASE (22A), 8 INCH
50	CY	SUBGRADE UNDERCUTTING, TYPE II
250	SY	TURF ESTABLISHMENT
1	LS	TRAFFIC CONTROL

Progress Print
 NOT
 FOR
 CONSTRUCTION



97 NORTH BROAD ST.
 HILLSDALE, MI 49242

REVISIONS	DATE

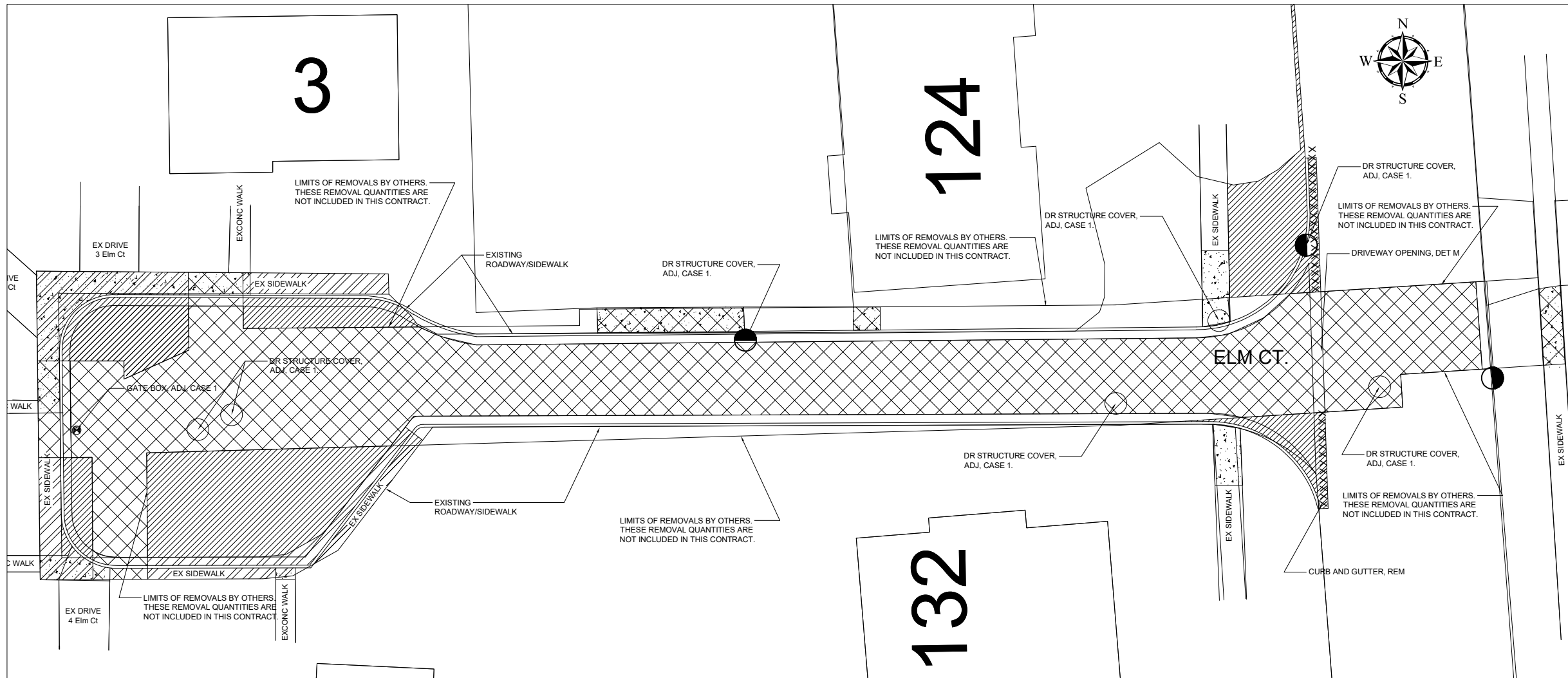
CITY OF HILLSDALE
 HILLSDALE, MI
 HILLCREST AREA
 STREET IMPROVEMENTS
 RIVERDALE AND ARBOR VIEW

SCALE:
 NTS

	NAME	DATE
DESIGNED	KLB	2/25/21
DRAWN	KLB	2/25/21
CHECKED		

DRAWING NO.
C3

ELM COURT AREA



97 NORTH BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE

CITY OF HILLSDALE
 HILLSDALE, MI
 ELM COURT AREA
 STREET IMPROVEMENTS

ELM COURT

Progress Print
 NOT
 FOR
 CONSTRUCTION

PROJECT LEGEND

- REMOVALS BY OTHERS
- WORK ON THIS CONTRACT**
- HMA, REM
- CURB & GUTTER, REM
- SIDEWALK, REM
- NEW SIDEWALK/DRIVE

PROJECT QUANTITIES - THIS SHEET

QUANTITY	UNIT	DESCRIPTION
45	LF	CURB & GUTTER, REM
80	SY	SIDEWALK, REM
200	SY	HMA SURFACE, REM
7	EA	DR STRUCTURE COVER, ADJ. CASE 1
1	EA	GATE VALVE, ADJ. CASE 1
545	LF	CURB & GUTTER, CONC, D2
225	SF	SIDEWALK, CONC, 4 INCH
375	SF	SIDEWALK/DRIVEWAY, CONC, 6 INCH
50	SF	SIDEWALK RAMP, CONC, 6 INCH
10	LF	DETECTABLE WARNING
95	TON	HMA, 13A (220LBS/SY)
95	TON	HMA, 36A (220LBS/SY)
10	CY	SAND SUBBASE, CIP
50	SY	AGGREGATE BASE (22A), 8 INCH
10	CY	SUBGRADE UNDERCUTTING, TYPE II
110	SY	TURF ESTABLISHMENT
1	LS	TRAFFIC CONTROL

SCALE:
NTS

	NAME	DATE
DESIGNED	KLB	2/25/21
DRAWN	KLB	2/25/21
CHECKED		

DRAWING NO.

C4

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

2021 Street Projects

The City of Hillsdale is requesting proposals for the following street project(s):

Part 1: Hillcrest Area street milling and resurfacing including miscellaneous subgrade, storm water and concrete work.

Part 2: Riverdale Area street milling and resurfacing including miscellaneous subgrade, storm water and concrete work.

Part 3: Elm Ct street reconstruction including new curb and gutter, sidewalk and paving.

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

This bid request consists of multiple parts only for internal budgeting reasons the city will award all parts of this contract as one project to one successful bidder.

RFP due date/ Public Opening:

Sealed proposals are due by 1:00 pm (local time) on April 7, 2021 at the following location:

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

Project Locations:

PART 1 - HILLCREST AREA:

Located in the NE quadrant of the city, north of State Street, and will include the following streets in the project:

- Hillcrest Drive – River to dead-end
- Arbor Court – Full Extent
- Crescent Court – Full Extent
- River Street – Wolcott to Dead-end
- Lombard Street – River to State
- Orchard Ridge Parkway – River to Lombard
- Wolcott Street – 300' North of State Street to dead-end

PART 2 – RIVERDALE AREA:

Located in the NE quadrant of the city, north of State Street, west of the Hillcrest Area and will include the following streets in the project.

- Riverdale – from State Street to Arbor View Court

- Arbor View – from Buena Vista to dead-end

PART 3 – ELM COURT AREA:

Located in the south section of the city off of South Howell Street and will include the full extent of the project.

Project Scopes of Work:

PART 1 - HILLCREST AREA:

Work consists of milling and resurfacing all roads listed above within the Hillcrest Area, the attached drawings show the specific project limits for the streets.

Concrete work on the project will consist of miscellaneous removal and replacement of concrete curb and gutter and construction of some 6" driveway flatwork sections.

Many manholes within the area will require new castings which will be provided by the city. Locations are noted on the attached drawings.

Hillcrest Drive Drainage work, located at the dead-end of Hillcrest Dr., will be bid as a lump sum item, unless noted otherwise, including the following work:

- Installation of a 2' deep drainage ditch lined with plain riprap, to accommodate surface storm water runoff.
- Runoff area shall be 5' wide x 10' long beyond the new curb and gutter drop section.
- Tree removals as needed.

River Street Storm Water work, located at the dead-end of River St., will be bid as a lump sum, unless noted otherwise, item including the following work:

- Remove the existing section of failed 18" CMP.
- Install a new approximate 70' section of 18" dia. PVC, SDR 35, storm pipe. This will extend from the existing catch basin to the outfall area. Work will extend from the existing catch basin inlet to the existing outfall. NOTE: Pipe will be paid as a per foot line item outside this lump sum item.
- Provide and install metal culvert end section at the pipe outfall surrounded by plain riprap extending a distance of 5' beyond the culvert end and a minimum of 1' wider than the culvert end.
- Pave the existing driveway area removed to complete this work with 2" of HMA (36A), 220lbs/SY. NOTE: HMA Approach material will be paid as a per Ton line item outside this lump sum item.
- Tree removals as needed.

Arbor Court Island Removal, located within Arbor Court, will be bid as a lump sum item, unless noted otherwise, including the following work:

- Remove all curb and gutter and planting materials around and within the island.

- Excavate the island area to accommodate installation of new base and subbase materials.
- Backfill the island area with 12" of compacted class II sand followed by 8" of compacted 22A aggregate base prior to paving. NOTE: Sand Subbase and Aggregate will be paid as Subbase, CIP and 8" Aggregate (22A) per the associated Unit Price bid item.
- The existing street light will be removed by the city prior to this project.

Prior to this project a new water main will be reconstructed within Arbor Court by others. That contract will require the contractor to restore their trench utilizing a compacted Class II sand backfill over the main and overlaid by 8" of compacted 22A aggregate base. Any necessary curb and gutter replacements, paving work and turf restorations required as a result of their work will be completed with this contract.

Traffic control for this portion of the project shall include advance warning signs on State St. of the work in the area and one (1) Type III barricade with "local traffic only" signage at Lombard and State St. and one (1) Type III barricade with "local traffic only" signage at State St. and N. Wolcott St.

PART 2 - RIVERDALE AREA:

Work consists of milling and resurfacing all roads listed above within the Riverdale Area, the attached drawings show the specific project limits for the streets.

Concrete work on the project will consist of miscellaneous removal and replacement of concrete curb and gutter.

Many manholes within the area will require new castings which will be provided by the city. Locations are noted on the attached drawings.

Arbor View Court Drainage work, located at the dead-end of Arbor View Court, will be bid as a lump sum item, unless noted otherwise, including the following work:

- Remove trees as needed to complete the required work.
- Fill in the existing washout area with clay and re-shape.
- Install a 4' concrete manholes with a casting provide by the city.
- Install approximately 230' of 24" dia. N12 pipe. NOTE: Pipe will be paid as a per foot line item outside this lump sum item.
- Provide and install rip rap the end of the 24" pipe, approximate 5 CY of material.

Traffic control for this portion of the project shall include advance warning signs on State St. of the work in the area and one (1) Type III barricade with "local traffic only" signage at Buena Vista & Arbor View Ct. and one (1) Type III barricade with "local traffic only" signage at State St. and Riverdale.

PART 2 – ELM COURT:

Work consists of some limited HMA pavement, curb and gutter, and sidewalk removals. Reconstruction will include construction MDOT “D2” mountable curb and gutter, sidewalk/drive approaches, HMA paving and turf establishment on Elm Court including some work on S. Howell Street at Elm Court.

Prior to this project a new water and sanitary sewer main will have been reconstructed within Elm Court extending into S. Howell St.. That contract will require the contractor to restore their trenches utilizing a compacted Class II sand backfill over the main and overlaid by 8” of compacted 22A aggregate base.

All necessary curb and gutter replacements, paving work and turf restorations required as a result of removals associated with the water main/sewer project work will be completed under this contract. The attached project drawings show the limits of the removal work completed under the other contract, as well as additional removals required on this project.

Concrete work on this part of the project will consist of miscellaneous removal and replacement of concrete curb and gutter, sidewalk and construction of some 6” driveway flatwork sections.

Traffic control for this part of the project shall include a posted detour per the Traffic Control Plan included in the construction drawings.

Proposed Project Schedule:

- City Council Anticipated Award of Contract: April 20, 2021
- Anticipated Construction Start Date: On or around July 2, 2021, see additional information below.
- Construction Completion Date: 4 weeks after sites become available but no later than September 3, 2021.

The water main and sanitary sewer projects on Arbor and Elm Courts are anticipated to be awarded at the April 20, 2021 City Council meeting. With a planned construction start date around May 17, 2021. The construction completion date on that project is July 2, 2021.

It is the city’s desire to minimize disruptions in these residential areas as such it is our expectation to coordinate the timing of these projects as closely as we are able. To this end the city will consider alternate work schedules that may overlap the water main/sewer work in areas not impacted by that work.

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, "2021 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

PROPOSAL:

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

This bid request consists of multiple parts only for internal budgeting reasons the city will award all parts of this contract as one project to one successful bidder.

PART 1 - HILLCREST AREA:

ITEM DESCRIPTION	QUANT.	UNIT	UNIT COST	TOTAL COST
Mobilization (Max. 5% of Bid Amount)	1	LS		
Curb & Gutter, Rem	150	LF		
Sidewalk, Rem	11	SY		
HMA Surface, Rem	15000	SY		
Arbor Court Island, Rem	1	LS		
Hillcrest Dr. Drainage	1	LS		
River St. Storm Water Repair	1	LS		
Sewer Pipe SDR 35 PVC, 18 Inch, Tr Det B	70	LF		
Dr Structure Cover, Adj, Case 1	9	EA		
Dr Structure Cover, Adj, Case 2	5	EA		
Gate Valve, Adj, Case 1	11	EA		
Curb & Gutter, Conc, F4	150	LF		
Sidewalk/Driveway, Conc, 6 Inch	230	SF		
HMA, 13A (220 LB/SY)	1,825	Ton		
HMA, 36A (220 LB/SY)	1,825	Ton		
HMA Approach 36A (220 LB/SY), @ River St Storm Repair	5	Ton		
Sand Subbase, CIP	300	CY		

Aggregate Base (22A), 8 Inch	1,200	SY		
Subgrade Undercutting, Type II	300	CY		
Turf Establishment	100	SY		
Traffic Control	1	LS		
GRAND TOTAL:				

PART 2- RIVERDALE AREA:

ITEM DESCRIPTION	QUANT.	UNIT	UNIT COST	TOTAL COST
Mobilization (Max. 5% of Bid Amount)	1	LS		
Curb & Gutter, Rem	50	LF		
HMA Surface, Rem	2,600	SY		
Arbor View Ct. Drainage	1	LS		
Sewer N12 Pipe, 24" Dia., Tr. Det B	230	LF		
Dr Structure Cover, Adj, Case 1	3	EA		
Gate Valve, Adj, Case 1	2	EA		
Curb & Gutter, Conc, F4	75	LF		
HMA, 13A (220 LB/SY)	315	Ton		
HMA, 36A (220 LB/SY)	315	Ton		
Sand Subbase, CIP	50	CY		
Aggregate Base (22A), 8 Inch	200	SY		
Subgrade Undercutting, Type II	50	CY		
Turf Establishment	250	SY		
Traffic Control	1	LS		
GRAND TOTAL:				

PART 3 – ELM COURT:

ITEM DESCRIPTION	QUANT.	UNIT	UNIT COST	TOTAL COST
Mobilization (Max. 5% of Part 3)	1	LS		
Curb & Gutter, Rem	45	LF		
Sidewalk, Rem	80	SY		
HMA Surface, Rem	200	SY		
Dr Structure Cover, Adj, Case 1	7	EA		
Gate Valve, Adj, Case 1	1	EA		
Curb & Gutter, Conc, D2	545	LF		
Sidewalk, Conc, 4 Inch	225	SF		
Sidewalk/Driveway, Conc, 6 Inch	375	SF		
Sidewalk Ramp, Conc, 6 Inch	50	SF		
Detectable Warning	10	LF		
HMA, 13A (220 LB/SY)	95	Ton		
HMA, 36A (220 LB/SY)	95	Ton		
Sand Subbase, CIP	10	CY		
Aggregate Base (22A), 8 Inch	50	SY		
Subgrade Undercutting, Type II	10	CY		
Turf Establishment	110	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 _____

DRAFT

TECHNICAL SPECIFICATIONS

DRAFT

CITY OF HILLSDALE

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.

PERMITS

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

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

- Work performed within the limits of the public ROW will require a permit from the City of Hillsdale Public Services Department. Costs will be waived for this permit, however the Contractor shall comply with all other requirements of the permit. For information on this permit contact the Department of Public Services located at 149 Water Works Ave., Hillsdale, MI 49242, Phone: 517-437-6490.

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 remove 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.

DRAFT

**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, CONC, 4 or 6 INCH
Page 1 of 1

DESCRIPTION

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

CONSTRUCTION METHODS

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

The material to be used for Sidewalk shall be:
Concrete – Uniform, Grade P1, 3500 PSI, Air Entrained.

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

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

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

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

MEASUREMENT AND PAYMENT

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

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

**CITY OF HILLSDALE
SPECIAL PROVISION
FOR
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 reseeded.
- Rake prepared seedbed before seeding.
- Broadcast fertilizer on the surface as the first step of the seeding process. Work fertilizer into the soil to a depth of 1 to 2 inches. Apply uniformly at a rate equivalent to 240 pounds per 1,000 square feet of 16-32-4.
- Sow seeds following or in conjunction with the fertilizer and while the beds are in friable condition, do not sow seeds through mulch.
- Apply seeds at a minimum rate of 5 pounds per 1,000 square feet. Do not seed when wind velocity exceeds 5 miles per hour.
- Float and lightly compact areas to incorporate the seed into the uppermost ½ inch of the soil.
- Visually inspect the seeded areas for uniformity of application; areas in which visual inspection fails to reveal an average of 2 seeds per square inch shall be reseeded at no additional cost to the owner.
- Apply mulch immediately after seeding, provide uniform distribution and allow sunlight to penetrate mulch.
- Small grain mulch shall be applied at a rate of 2.5 bales per 1000 square feet. Mulch shall be anchored.
- Hydro mulch must be applied at a rate of 2,000 pounds per acre. Do not apply if rain is anticipated within 24 hours. Reapplication is required after rain damage at the contractor's expense.
- Mulch blankets can be utilized in accordance with the Manufacturer's guidelines.

Hydroseeding:

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

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

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

Maintenance:

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

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

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

MEASUREMENT AND PAYMENT

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

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

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

A 2% retainage of the HMA, 36A Pay Item will be held until turf has been satisfactorily established.

CITY OF HILLSDALE
RESOLUTION NO. _____

A RESOLUTION TO APPROVE ESTABLISHMENT OF THE ELM COURT AREA SPECIAL ASSESSMENT DISTRICT (SAD# 21-03).

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 April 19, 2021 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 _____ duly adopted at its April 19, 2021 regular meeting, deemed it necessary and declared its intention to construct improvements, including curb and gutter and other appurtenances for the Elm Court Area, 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 and 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 improvements is determined to be \$75,000.
4. That \$25,000 of the said estimated cost shall be defrayed by special assessment and \$50,000 shall be paid by 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 sixty days from the date said special assessment is confirmed, and one installment shall be due annually thereafter. Interest shall be charged at a rate of six (6%) percent per annum on all unpaid installments.

6. That the premiums upon which special assessments shall be levied, and which shall be hereafter known and designated as Special Assessment District #21-03, are described as follows:

Special Assessment Properties
Elm Court Area

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 19TH DAY OF APRIL 2021.

Adam Stockford, Mayor

ATTEST:

Katy Price, Clerk



Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: Public Hearing

SUBJECT: Public Hearing:

1. Vacation of a portion of the public right-of-way; triangular parcel at the northeast corner of the intersection of Union and Vine Streets
2. Allocate cost of survey by special assessment

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor):

Staff was approached by one or more owners of property adjacent to the triangular parcel located at the northeast corner of the intersection of Union and Vine Streets (see attached map). These owners were interested in purchasing all or a portion of the property to add to their existing properties.

Staff found that this parcel was erroneously labeled on the assessment roll as a park; ownership of the property actually vested in the City as a result of it being platted as part of the public right-of-way laid out in the Plat of the North Addition to the Village of Hillsdale, developed and recorded by Joel McCollum in 1841 (attached).

Hillsdale City Charter Section 2.3(f) provides the authority held by the City pertaining to public rights of way:

The establishment and vacation of streets, alleys, public ways and other public places, and the use, regulation, improvement and control of the surface of such streets, alleys, public ways and other public places and of the space above and beneath them, whether such be located within or without the limits of the city.

As a right-of-way designated in a recorded plat, the property is held by the City for the use of the public but is not actually owned by the City in the traditional sense as there is not a deed on record granting the property to the City; therefore, the City can vacate the property abandoning it from the public use and obligation, but cannot sell it. Upon a resolution to vacate, control of and responsibility for the property automatically reverts to the adjacent property owner(s).

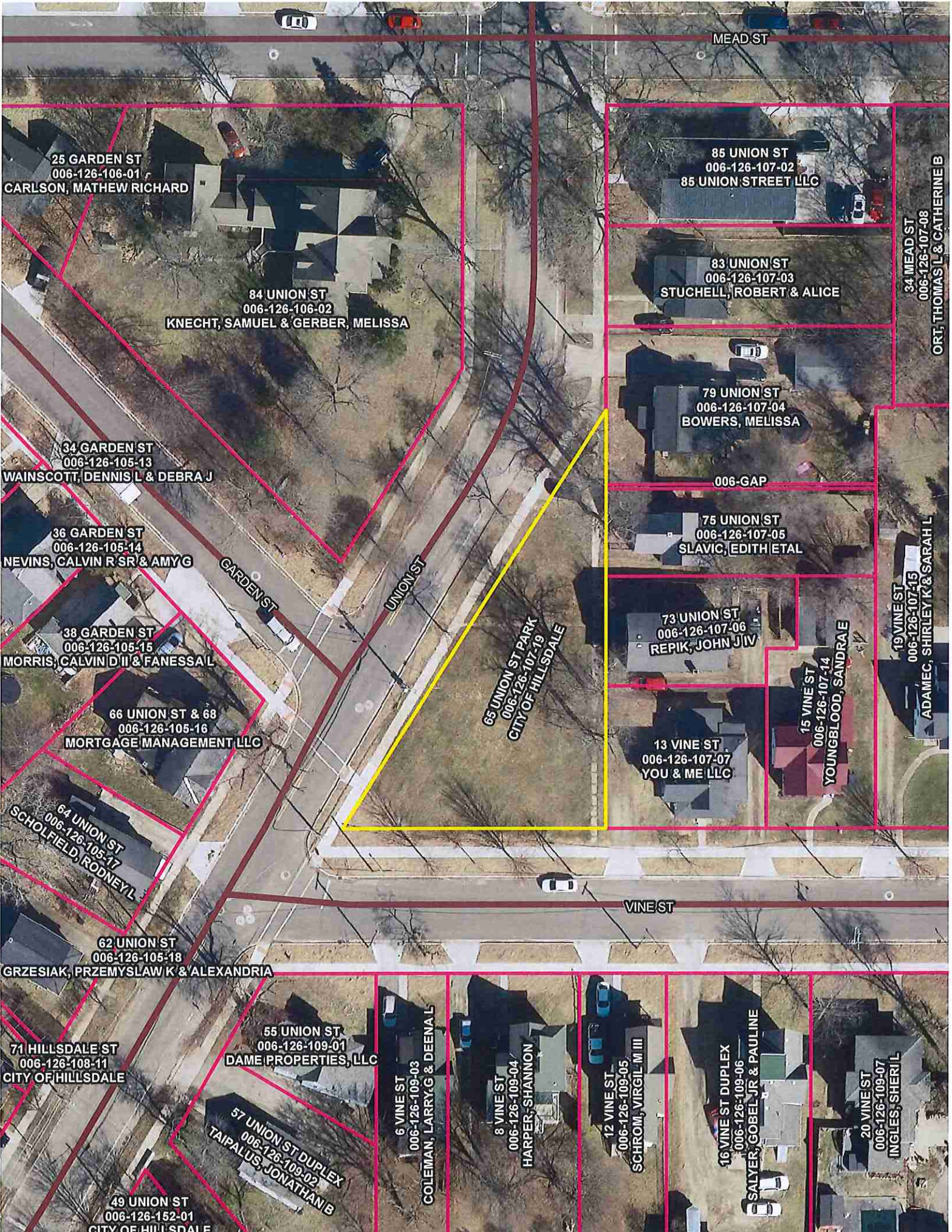
Staff submitted a recommendation to Council on the November 16, 2020 agenda to refer this matter to the Community Development Committee. Due to the irregular shape of the property, discrepancies between the adjacent property descriptions, and the age of the plat, staff further recommended that Council order a survey of the property to be vacated, with the cost of the survey

to be borne by the benefitting property owners. A letter was sent to the affected property owners to determine their willingness to pay for the survey; positive responses from all 4 affected property owners were received. This matter was referred to the Community Development Committee who recommended that staff move forward with the survey. This survey was completed March 3, 2021 and returned to the City with descriptions on March 12, 2021 (attached).

Council set a public hearing for 7:00 p.m. tonight, April 19, 2021, to hear public input on vacation of the surveyed portion of the street right-of-way and to approve allocation of the survey costs to the benefitting property owners. Those property owners have been notified by first class mail of the date and time of the public hearing and notice has been published as required by statute.

RECOMMENDATION:

- 1. *Resolution to vacate the public right-of-way. Hillsdale City Charter Section 7.6*** - Council action to vacate, discontinue or abolish any highway, street, lane, alley or other public place or part thereof shall be by resolution. After the introduction of such resolution and before its final adoption, the Council shall appoint a time when it shall meet and hear objections thereto; and notice of the time, place and purpose of such meeting shall be published either separately or as part of the proceedings of the Council. Objections to any such proposed resolution may be filed with the Clerk in writing, and if any objections shall be filed, the highway, street, lane, alley or other public place or part thereof shall not be vacated, discontinued, or abolished except by a vote of seven of the members of the Council.
- 2. *Motion to certify allocation of the cost of survey by special assessment. Hillsdale Municipal Code Article V Section 2-341*** - At the time and place appointed for the purpose as set forth in this division, the council and assessor shall meet and there, or at some adjourned meeting, review the assessment and shall hear any objections to any assessment which may be made by any person deeming himself aggrieved, and the council may correct the roll as to any assessment, or description of premises, appearing therein, and may confirm it as reported or as corrected; or they may refer the assessment back to the assessor for revision; or annul it and direct a new assessment, in which case the same proceedings shall be had as in respect to the previous assessment. When a special assessment shall be confirmed, the city clerk shall make an endorsement upon the roll showing the date of confirmation. When any special assessment shall be confirmed by the council, it shall be final and conclusive.



MEAD ST

25 GARDEN ST
006-126-106-01
CARLSON, MATHEW RICHARD

84 UNION ST
006-126-106-02
KNECHT, SAMUEL & GERBER, MELISSA

85 UNION ST
006-126-107-02
85 UNION STREET LLC

83 UNION ST
006-126-107-03
STUCHELL, ROBERT & ALICE

34 MEAD ST
006-126-107-08
ORT, THOMAS L & CATHERINE B

79 UNION ST
006-126-107-04
BOWERS, MELISSA

34 GARDEN ST
006-126-105-13
WAINSCOTT, DENNIS L & DEBRA J

006-GAP

36 GARDEN ST
006-126-105-14
NEVINS, CALVIN R SR & AMY G

75 UNION ST
006-126-107-05
SLAVIC, EDITH ETAL

38 GARDEN ST
006-126-105-15
MORRIS, CALVIN D II & FANESSA L

65 UNION ST PARK
006-126-107-19
CITY OF HILLSDALE

73 UNION ST
006-126-107-06
REPIK, JOHN J IV

66 UNION ST & 68
006-126-105-16
MORTGAGE MANAGEMENT LLC

15 VINE ST
006-126-107-14
YOUNGBLOOD, SANDRA E

19 VINE ST
006-126-107-15
ADAMEC, SHIRLEY K & SARAH L

64 UNION ST
006-126-105-17
SCHOLFIELD, RODNEY L

VINE ST

62 UNION ST
006-126-105-18
GRZESIAK, PRZEMYSŁAW K & ALEXANDRIA

71 HILLSDALE ST
006-126-108-11
CITY OF HILLSDALE

55 UNION ST
006-126-109-01
DAME PROPERTIES, LLC

6 VINE ST
006-126-109-03
COLEMAN, LARRY G & DEENA L

8 VINE ST
006-126-109-04
HARPER, SHANNON

12 VINE ST
006-126-109-05
SCHROM, VIRGIL M III

16 VINE ST DUPLEX
006-126-109-06
SALYER, GOBEL JR & PAULINE

20 VINE ST
006-126-109-07
INGLES, SHERI L

57 UNION ST DUPLEX
006-126-109-02
TAIPALUS, JONATHAN B

49 UNION ST
006-126-152-01
CITY OF HILLSDALE



Scale of Chains

300
200
100
0

Alley 24ft wide

WALL ROAD

Garden



HILLSDALE STREET

Howden Street

Street

OAK Street

Fine Street

Street

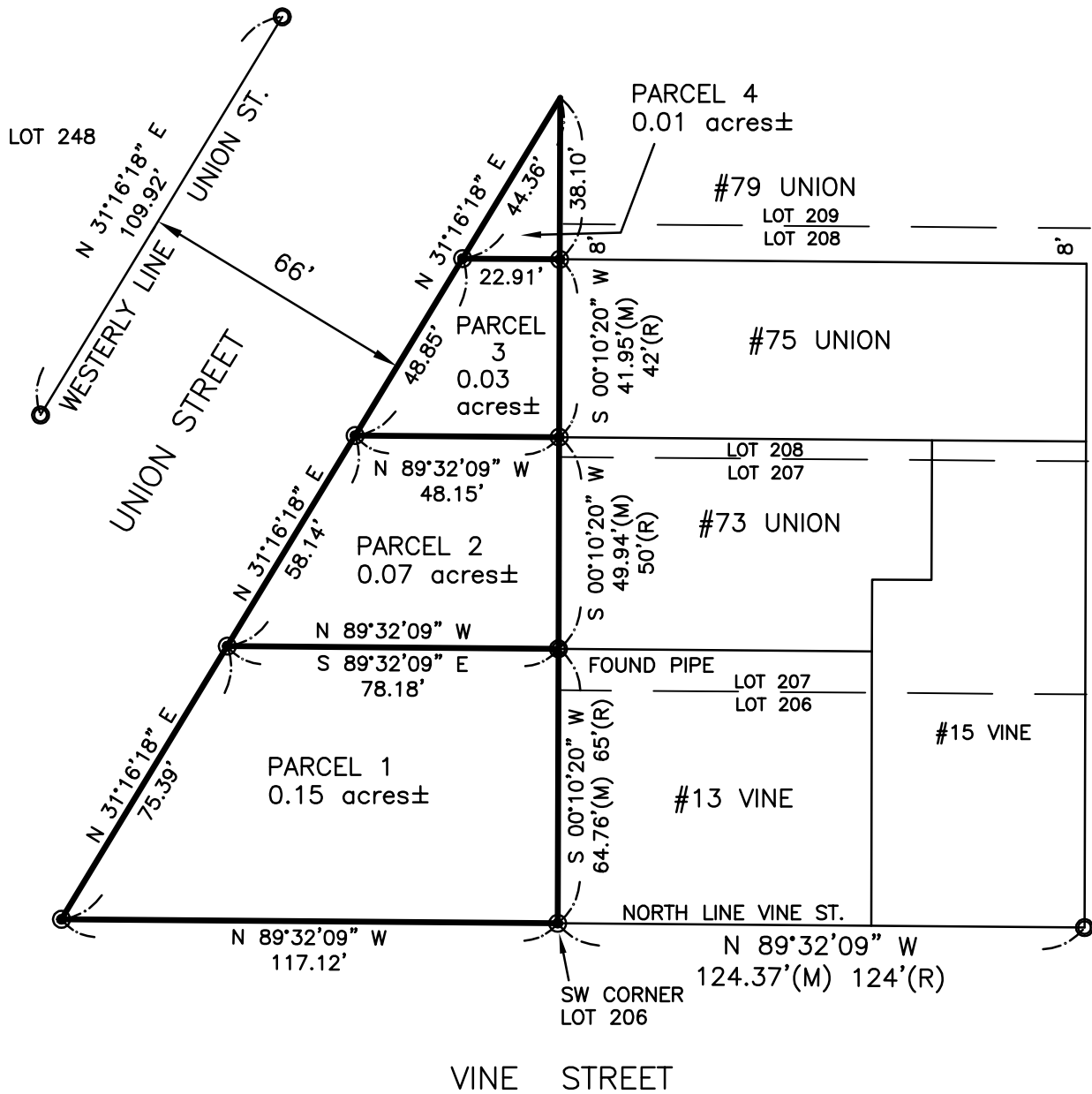
Main Street

WICK ROAD

CERTIFIED TO:
 CITY OF HILLSDALE
 97 NORTH BROAD ST.
 HILLSDALE, MI. 49242

MAP OF SURVEY

PARCEL ID: 30-006-126-107-19
 ADDRESS: 65 UNION ST. PARK HILLSDALE, MI. 49242



BEARINGS ARE BASED ON
 GPS NORTH.

(M)=MEASURED DISTANCE
 (R)= RECORD DISTANCE

⊙ = SET CAPPED REBAR #47961

○ = FOUND PIPE



Michael Lodzinski

Michael J. Lodzinski, P.S. #4001047961

I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE PARCEL(S) HEREON DESCRIBED AND THAT THE RELATIVE POSITIONAL PRECISION OF EACH CORNER IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING AND THAT ALL REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.

Job No.:	21s01576
Drawn by:	MJL
Checked by:	MJL
Date:	03/03/21
Scale:	1" = 40'
Page:	1 of 2

LODZINSKI & ASSOCIATES, LLC

P.O. BOX 129
 SOMERSET CENTER, MI 49282
 Phone: (517) 320-1087

E-Mail: Lodzinski@comcast.net

CERTIFIED TO:
CITY OF HILLSDALE
97 NORTH BROAD ST.
HILLSDALE,MI. 49242

LEGAL DESCRIPTIONS

PARCEL ID: 30-006-126-107-19
ADDRESS: 65 UNION ST. PARK HILLSDALE,MI. 49242

PARCEL 1 (0.15 ACRES):

THE FOLLOWING DESCRIBED PREMISES SITUATED IN THE CITY OF HILLSDALE,COUNTY OF HILLSDALE, AND STATE OF MICHIGAN, AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 206 OF McCOLLUM'S NORTH ADDITION TO THE VILLAGE,NOW CITY, OF HILLSDALE, MICHIGAN, AS RECORDED IN LIBER G OF DEEDS, PAGE 173, HILLSDALE COUNTY RECORDS; THENCE NORTH 89°32'09" WEST, ALONG THE NORTH LINE OF VINE STREET EXTENDED WEST, 117.12 FEET; THENCE NORTH 31°16'18" EAST, ALONG A LINE 66 FEET EASTERLY OF AND PARALLEL WITH THE WESTERLY LINE OF UNION STREET, 75.39 FEET; THENCE SOUTH 89°32'09" EAST 78.18 FEET TO A FOUND IRON PIPE AT THE WEST LINE OF LOT 207 OF SAID McCOLLUM'S NORTH ADDITION; THENCE SOUTH 00°10'20" WEST, ALONG THE WEST LINE OF SAID LOTS 207 AND 206, 64.76 FEET (RECORDED AS 65.00 FEET) TO THE POINT OF BEGINNING.

PARCEL 2 (0.07 ACRES±):

THE FOLLOWING DESCRIBED PREMISES SITUATED IN THE CITY OF HILLSDALE,COUNTY OF HILLSDALE, AND STATE OF MICHIGAN, AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 206 OF McCOLLUM'S NORTH ADDITION TO THE VILLAGE,NOW CITY, OF HILLSDALE, MICHIGAN, AS RECORDED IN LIBER G OF DEEDS, PAGE 173, HILLSDALE COUNTY RECORDS; THENCE NORTH 00°10'20" EAST, ALONG THE WEST LINE OF LOTS 206 AND 207, 64.76 FEET (RECORDED AS 65.00 FEET) TO A FOUND IRON PIPE; THENCE NORTH 89°32'09" WEST, 78.18 FEET; THENCE NORTH 31°16'18" EAST, ALONG A LINE 66 FEET EASTERLY OF AND PARALLEL WITH THE WESTERLY LINE OF UNION STREET, 58.14 FEET; THENCE SOUTH 89°32'09" EAST 48.15 FEET TO THE WEST LINE OF LOT 208 OF SAID McCOLLUM'S NORTH ADDITION; THENCE SOUTH 00°10'20" WEST, ALONG THE WEST LINE OF SAID LOTS 208 AND 207, 49.94 FEET (RECORDED AS 50.00 FEET) TO THE POINT OF BEGINNING.

PARCEL 3 (0.03 ACRES±):

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PARCEL 4 (0.01 ACRES±):

THE FOLLOWING DESCRIBED PREMISES SITUATED IN THE CITY OF HILLSDALE,COUNTY OF HILLSDALE, AND STATE OF MICHIGAN, AND DESCRIBED AS FOLLOWS:

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Michael Lodzinski

Michael J. Lodzinski, P.S. #4001047961

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Job No.: 21s01576
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Date: 03/03/21
Scale: 1" = 40'
Page: 2 of 2

LODZINSKI & ASSOCIATES, LLC
P.O. BOX 129
SOMERSET CENTER, MI 49282
Phone: (517) 320-1087
E-Mail: Lodzinski@comcast.net

LODZINSKI & ASSOCIATES,LLC
 P.O. BOX 129
 SOMERSET CENTER,MI. 49282
 PHONE: 517-320-1087
 LODZINSKI@COMCAST.NET

Invoice

DATE	INVOICE #
3/9/2021	1576

BILL TO	SHIP TO
City Of Hillsdale 97 N Broad St. Hillsdale, MI 49242 Attn: Kim Thomas	

DUE DATE	JOB NUMBER
3/9/2021	21s01576

DESCRIPTION	QTY	RATE	AMOUNT
Union & Vine Street Triangle Project: Boundary survey to divide "Triangle " Parcel East of Union St. and North of Vine St. into 4 parcels to be added to #13 Vine St. and #73,#75 & #79 Union St. Mark corners, survey drawing and legal descriptions. Also resolve 2 foot gap between #75 and #79 Union St City of Hillsdale,MI.			2,000.00
Total			2,000.00

City of Hillsdale

RESOLUTION # _____

DISCONTINUANCE AND VACATION OF A PART OF THE STREET RIGHT-OF-WAY AS DEDICATED IN THE PLAT OF MCCOLLUM'S NORTH ADDITION TO THE VILLAGE, NOW CITY, OF HILLSDALE

WHEREAS, the City of Hillsdale has jurisdiction over property located within the recorded plat known as McCollum's North Addition to the Village, now City, of Hillsdale, Michigan; and

WHEREAS, it has been determined that the triangular portion of the platted street right-of-way lying east of the 66-foot wide roadway occupied as Union Street and north of Vine Street has not been developed for use by the public; and

WHEREAS, it has been determined that none of the above-described property is needed by or of any use to the City of Hillsdale as part of the public right-of-way; and

WHEREAS, after a duly noticed public hearing held **April 19, 2021**, the Hillsdale City Council, after investigation and review, has determined that it is necessary and in its best interest to discontinue and vacate the portion of the street right-of-way shown on the referenced recorded plat known as McCollum's North Addition to the Village, now City, of Hillsdale, Michigan, as recorded in Liber G Page 173, Hillsdale County Register of Deeds, being more particularly described as:

PARCEL 1 (0.15 ACRES); COMMENCING AT THE SOUTHWEST CORNER OF LOT 206 OF McCOLLUM'S NORTH ADDITION TO THE VILLAGE, NOW CITY, OF HILLSDALE, MICHIGAN, AS RECORDED IN LIBER G OF DEEDS, PAGE 173, HILLSDALE COUNTY RECORDS; THENCE NORTH 89'32'09" WEST, ALONG THE NORTH LINE OF VINE STREET EXTENDED WEST, 117.12 FEET; THENCE NORTH 31'16'18" EAST, ALONG A UNE 66 FEET EASTERLY OF AND PARALLEL WITH THE WESTERLY LINE OF UNION STREET, 75.39 FEET; THENCE SOUTH 89'32'09" EAST 78.18 FEET TO A FOUND IRON PIPE AT THE WEST UNE OF LOT 207 OF SAID McCOLLUM'S NORTH ADDITION; THENCE SOUTH 001 0'20" WEST, ALONG THE WEST LINE OF SAID LOTS 207 AND 206, 64.76 FEET (RECORDED AS 65.00 FEET) TO THE POINT OF BEGINNING.

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PARCEL 3 (0.03 ACRES±): COMMENCING AT THE SOUTHWEST CORNER OF LOT 206 OF McCOLLUM'S NORTH ADDITION TO THE VILLAGE, NOW CITY, OF HILLSDALE, MICHIGAN, AS RECORDED IN LIBER G OF DEEDS, PAGE 173, HILLSDALE COUNTY RECORDS; THENCE NORTH 00'10'20" EAST, ALONG THE WEST LINE OF LOTS 206-208, 114.70 FEET (RECORDED AS 115.00 FEET); THENCE NORTH 89'32'09" WEST, 48.15 FEET; THENCE NORTH 31'16'18" EAST, ALONG A LINE 66 FEET EASTERLY OF AND PARALLEL WITH THE WESTERLY LINE OF UNION STREET, 48.85 FEET; THENCE SOUTH 89'32'09" EAST 22.91 FEET TO THE WEST LINE OF LOT 208 OF SAID McCOLLUM'S NORTH ADDITION; THENCE SOUTH 00'10'20" WEST, ALONG THE WEST UNE OF SAID LOT 208, 41.95 FEET (RECORDED AS 42.00 FEET) TO THE POINT OF BEGINNING.

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NOW, THEREFORE, BE IT RESOLVED BY the Council of the City of Hillsdale that the property located in the recorded plat known as McCollum's North Addition to the Village, now City, of Hillsdale, Michigan, as recorded in Liber G Page 173, Hillsdale County Register of Deeds, being a portion of the Union and Vine Street Right-of-Way located in the northeast corner thereof and more particularly described above should be and the same is hereby discontinued and vacated; and

BE IT FURTHER RESOLVED that the cost of the survey for accurate description of the property so vacated should be defrayed by special assessment. The assessments will be individually determined by square footage of the vacated right-of-way area adjacent to the benefitting owner's parcel, and equally distributed thereto. The total amount to be defrayed as being \$2,000 or 100% of the total cost of the survey, the method of imbursement shall be in 1

installment at a rate of 0% interest, with unpaid installments as of September 1, 2021 to be added to the 2021 winter tax bill.

BE IT FURTHER RESOLVED that the Assessor is hereby directed to cause the special assessments to be made, and that the Council and the Assessor do hereby meet to review said assessments, and opportunity has been given to all persons interested to be heard.

This Resolution was passed and adopted at a Regular Meeting of the Hillsdale City Council held in the Council Chambers in the Hillsdale City Hall, Hillsdale, Michigan on **April 19, 2021**, on the following roll call vote:

AYES:

NAYES:

Adam Stockford, Mayor

Katy Price, Clerk

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item : Communications/Petitions

SUBJECT: Set Public Hearing - Application for OPRA Exemption Certificate – 28 North Howell Street

BACKGROUND PROVIDED BY STAFF (Kelly LoPresto, with assistance from Kim Thomas, Assessor)

The clerk's office is in receipt of an "Application for Obsolete Property Rehabilitation Exemption Certificate" for property located at 28 North Howell Street owned by Tri City Management, LLC. The application is for tax abatement on the rehabilitation of the former Nash Hallmark building. The project has an estimated cost of \$120,000 for a new ceiling resurface walls, new railing for staircase, new energy efficient lighting, painting, improve front and rear facia and repair roof leaks.

The property in question lies within an OPRA district created in 2013. The current value of this property is estimated by the assessor at about \$70,200 is the 2021 assessed value (this is 50% of the True Cash Value) and the building is currently in excess of 50% functional obsolescence.

RECOMMENDATION:

Council is required to hold a public hearing and act on the application within 60 days of receipt. Staff recommends council set a public hearing for May 17, 2021.

The EDC Business Review Committee reviewed the application at their meeting held April 8, 2021 and recommends approval for 10 years as requested.

RECEIVED

APR 02 2021

Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) Tri City Management, LLC		
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) 1488 Vera Drive, Hillsdale, MI 49242		
Location of obsolete facility (Number and Street, City, State, ZIP Code) 28 North Howell Street, Hillsdale, MI 49242		
City, Township, Village (indicate which) Hillsdale	County Hillsdale	
Date of Commencement of Rehabilitation (mm/dd/yyyy) 04/01/2021	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 08/05/2021	School District where facility is located (include school code) Hillsdale Community 30020
Estimated Cost of Rehabilitation 120,000	Number of years exemption requested See attached. 10 years	
Attach legal description of obsolete property on separate sheet.		
Expected Project Outcomes (Check all that apply)		
<input checked="" type="checkbox"/> Increase commercial activity	<input type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. _____		
<input checked="" type="checkbox"/> Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.		

APPLICANT CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents) Curtis Sarles	Telephone Number 9899064164	Fax Number NA
Mailing Address 1488 Vera Drive, Hillsdale, MI 49242	E-mail Address curt@sarlesgroup.com	
Signature of Company Officer (no authorized agents)	Title Manager	

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature	Date Application Received
-----------	---------------------------

FOR STATE TAX COMMISSION USE

Application Number	Date Received	LUCI Code
--------------------	---------------	-----------

LOCAL GOVERNMENT ACTION		
<p>This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.</p>		
PART 1: ACTION TAKEN		
Action Date		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years) <input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code
PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)		
<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>	
PART 3: ASSESSOR RECOMMENDATIONS		
Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)		
Building Taxable Value	Building State Equalized Value	
\$	\$	
Name of Government Unit	Date of Action Application	Date of Statement of Obsolescence
PART 4: CLERK CERTIFICATION		
The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.		
Name of Clerk	Telephone Number	
Clerk Mailing Address		
Mailing Address		
Telephone Number	Fax Number	E-mail Address
Clerk Signature		Date

For faster service, email completed application and attachments to PTE@michigan.gov. An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

Street Address: 28 N Howell Street, Hillsdale, MI 49242

Parcel Number 006-227-285-10

Legal Description:

COM SE COR LOT 47 TH N 21 FT FOR POB TH
CONT N 21 FT TH W 173.25 FT TO ALLEY TH S
21 FT TH E 173.25 FT TO POB 0.08A M/L
PRT LOT 47 BLK H OLD PLAT SEC 27 T6S
R3W THIRD WARD (REDISTRICTED FROM
SECOND WARD)

A. General Description:

- a. Year originally built: Front section built 1864 and back 1896
- b. Original use: Retail
- c. Most recent use: Hallmark/Card store
- d. Number of stories: two
- e. Square footage: original building (front Section) – 3,024 sq ft and addition 1,722 sq ft

CONSTRUCTED AFTER 1863 FIRE DESTROYED BLOCK. ORIGINALLY MEADE'S FURNITURE (LATER HAYES AND MINDER'S FURNITURE AND UNDERTAKING THEN HAYES HANDY FURNITURE). CONVERTED TO NEWS AGENCY & BOOKSTORE UNTIL LATE 1920'S. HAYES-HANDY DRUG STORE (LATER NASH - THIS SECTION USED FOR HALLMARK SHOP). 2ND FLOOR CONTAINED KNIGHTS OF PHYTHIAS HALL.

FRONT SEC BLT W/ 26 N HOWELL THEN SPLIT.

B. Proposed Use:

Home décor, gifts, womens apparel

C. Detailed description of the rehabilitation to be undertaken, preferably itemized lists.

New ceiling resurface all walls, new railing for staircase, new energy efficient lighting, painting, improve front and rear facia, repair roof leaks.

D. Descriptive list of fixed building equipment that is part of the facility.

Attached is a copy of an independent construction cost estimate for the project.

E. Time Schedule:

Start of rebuilding project April 1, 2021, finish project August 15, 2021, store open ~September 1, 2021

F. Statement of the economic development advantages expected:

Employment opportunities, business increase in downtown Hillsdale

Cost to remodel for Birdie's and Howell

Roof Repairs	\$1,000
Facia and Signs	\$10,000
Flooring	\$25,000.00
Millwork	\$20,000.00
Walls	\$25,000.00
Lighting and Electrical	\$10,000.00
Demolition	\$9,000.00
Ceiling	\$10,000.00
Staircase	\$10,000.00
TOTAL	\$120,000.00

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item #: New Business

SUBJECT: 2021 Local Street Projects

BACKGROUND PROVIDED BY STAFF: Kristin Bauer, City Engineer
 Jake Hammel, Dir. Of Public Services

PROJECT BACKGROUND:

City staff developed and requested bids for the paving and miscellaneous work associated with the two (2) approved Special Assessment District (SAD) projects in the Hillcrest and Riverdale Areas and one (1) proposed SAD project on Elm Court.

Four (4) bids were received on April 9, 2021 as a result of our advertisement for bids on these projects and are presented below:

CONTRACTOR	Hillcrest Area	Riverdale Area	Base Bid Grand Total	Elm Court (possible project add)	Base Bid Plus Elm Court
Michigan Paving	\$425,830.00	\$117,820.00	\$543,650.00	\$55,800.00	\$599,450.00
Quality Paving	\$440,916.20	\$112,784.00	\$553,700.20	\$62,443.25	\$616,143.45
Gerken Paving	\$505,280.00	\$127,625.00	\$632,905.00	\$73,750.00	\$706,655.00
Thompson Construction	\$562,680.00	\$162,278.00	\$724,958.00	\$66,080.00	\$791,038.00

RECOMMENDATION:

Staff recommends City Council award the bid for the Hillcrest and Riverdale Areas to Michigan Paving and Materials of Jackson, MI in the amount of \$543,650.00 with an additional contingency amount of \$56,350.00 for a total project cost of \$600,000.00.

Should City Council approve the Special Assessment District for the Elm Court Area, prior to consideration of this contract, staff recommends award of the additional work on Elm Court to Michigan Paving in the Amount of \$55,800.00 with a contingency amount of \$9,200.00 for a total of \$65,000.00 bringing the total contract project grand total to \$665,000.00.

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: New Business

SUBJECT: Contract for Airport Taxiway C Extension and Connector

BACKGROUND PROVIDED BY: David Mackie, City Manager

As part of the CARES Act in the spring of 2020 the Hillsdale Municipal Airport received 100% funding to design and construct a parallel taxiway extension and connector project. In December 2020 the project was put out to bid and on February 1, 2021 the City Council awarded the construction contract to low bidder Mead Bros. Excavating.

Attached is MDOT Contract No. 2021-0589 to fund construction of Taxiway C Parallel to Runway 10/28 – Phase 2 (1,200' x 35') including 1 Connector in the amount of \$1,307,630.

RECOMMENDATION:

Approve Resolution No. 3449 authorizing the Mayor and City Clerk, on behalf of the City of Hillsdale, to enter into and execute MDOT Contract No. 2021-0589 and all supporting documents necessary to facilitate the construction of the Hillsdale Municipal Airport's Taxiway C Extension and Connector.

MICHIGAN DEPARTMENT OF TRANSPORTATION
CITY OF HILLSDALE
CONTRACT FOR A FEDERAL/STATE/LOCAL
AIRPORT PROJECT
UNDER THE BLOCK GRANT PROGRAM

This Contract is made and entered into this date of _____ by and between the Michigan Department of Transportation (MDOT) and City of Hillsdale (SPONSOR) for the purpose of fixing the rights and obligations of the parties in agreeing to the following undertaking at the Hillsdale Municipal Airport, whose associated city is Hillsdale, Michigan, such undertaking (PROJECT) estimated in detail in Exhibit 1, dated April 2, 2021 attached hereto and made a part hereof.

PROJECT DESCRIPTION: CONSTRUCT TAXIWAY C PARALLEL TO RUNWAY 10/28 - PHASE 2 (1,200' X 35') INCLUDING 1 CONNECTOR - CONSTRUCTION.

Recitals:

The PROJECT is eligible for federal funding under the federal Airport Improvement Program, pursuant to 49 USC 47101 *et seq.*, including 47128; and

MDOT has received a block grant from the Federal Aviation Administration (FAA) for airport development projects; and

MDOT is responsible for the allocation and management of block grant funds pursuant to the above noted act; and

Information required by 2 CFR Part 200 is attached to this Contract as Attachment X.

The parties agree that:

1. The term "PROJECT COST," as used herein, is defined in Attachment(s) 6, attached hereto and made a part hereof. The PROJECT COST will also include administrative costs incurred by MDOT in connection with the PROJECT. Administrative costs incurred by the SPONSOR are not eligible PROJECT COSTS.

THE SPONSOR WILL:

2. Enter into a contract with a consultant for each element of the PROJECT that requires expertise. The consultant will be selected in conformity with FAA Advisory Circular 150/5100-14. MDOT will select the consultant for each element of the PROJECT that involves preparation of environmental documentation. The SPONSOR will select the consultant for all other aspects of the PROJECT. All consultant contracts will be submitted to MDOT for review and approval. Any such approvals will not be construed as a warranty of the consultant's qualifications, professional standing, ability to perform the work being subcontracted, or financial integrity. The SPONSOR will neither award a consultant contract nor authorize the consultant to proceed prior to receiving written approval of the contract from MDOT. Any change to the consultant contract will require prior written approval from MDOT. In the event that the consultant contract is terminated, the SPONSOR will give immediate written notice to MDOT.
3. Make payment to MDOT for the SPONSOR's share of the PROJECT COSTS within thirty (30) days of the billing date. MDOT will not make work prior to receipt of payment payments for any PROJECT from the SPONSOR for the SPONSOR's share of that item of the PROJECT work.

Eligible PROJECT COSTS that are paid by the SPONSOR may be submitted for credit toward the SPONSOR's share of the PROJECT COST provided that they are submitted within one hundred eighty (180) days of the date the costs were incurred or within one hundred eighty (180) days of the date of award of this Contract by the parties, whichever is later. Documentation of the PROJECT COST will include copies of the invoices on which the SPONSOR will write the amounts paid, the check numbers, the voucher numbers, and the dates of the checks. Each invoice will be signed by an official of the SPONSOR as proof of payment. The amount of the SPONSOR billing will be reduced by the amount of the eligible credit, based on documentation submitted, provided it is submitted prior to the date of the billing. Should it be determined that the SPONSOR has been given credit for payment of ineligible items of work, the SPONSOR will be billed an amount to ensure that the SPONSOR share of PROJECT COSTS is covered.

The SPONSOR pledges sufficient funds to meet its obligations under this Contract.

4. With regard to audits and record-keeping:
 - a. The SPONSOR will establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Contract (RECORDS). Separate accounts will be established and maintained for all costs incurred under this Contract.

- b. The SPONSOR will maintain the RECORDS for at least six (6) years from the date of final payment made by MDOT under this Contract. In the event of a dispute with regard to allowable expenses or any other issue under this Contract, the SPONSOR will thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.
 - c. MDOT or its representative may inspect, copy, scan, or audit the RECORDS at any reasonable time after giving reasonable notice.
 - d. If any part of the work is subcontracted, the SPONSOR will assure compliance with subsections (a), (b), and (c) above for all subcontracted work.
5. Provide and will require its subcontractors to provide access by MDOT or its representatives to all technical data, accounting records, reports, and documents pertaining to this Contract. Copies of technical data, reports, and other documents will be provided by the SPONSOR or its subcontractors to MDOT upon request. The SPONSOR agrees to permit representatives of MDOT to inspect the progress of all PROJECT work at any reasonable time. Such inspections are for the exclusive use of MDOT and are not intended to relieve or negate any of the SPONSOR's obligations and duties contained in this Contract. All technical data, reports, and documents will be maintained for a period of six (6) years from the date of final payment.
6. In the performance of the PROJECT herein enumerated, by itself, by a subcontractor, or by anyone acting on its behalf, comply with any and all applicable state, federal, and local statutes, ordinances, and regulations. The SPONSOR further agrees to obtain all permits that are applicable to the entry into and the performance of this Contract.

The SPONSOR agrees to comply with the General Conditions and Special Conditions set forth in Appendix F, attached hereto and made a part hereof.

In addition, the SPONSOR agrees to accomplish the PROJECT in compliance with all applicable FAA Assurances, Advisory Circulars, and Certifications.

7. The SPONSOR agrees that the costs reported to MDOT for this Contract will represent only those items that are properly chargeable in accordance with this Contract. The SPONSOR also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

MDOT WILL:

8. Bill the SPONSOR for the SPONSOR's share of the estimated PROJECT COST.

9. Upon receipt of payment requests approved by the SPONSOR, make payment for eligible PROJECT COSTS. MDOT will seek reimbursement from the FAA through the block grant issued to MDOT for funds expended on eligible PROJECT COSTS.

MDOT will not make payment for any PROJECT work prior to receipt of payment from the SPONSOR for the SPONSOR’s share of that item of PROJECT work.

10. Make final accounting to the SPONSOR upon completion of the PROJECT, payment of all PROJECT COSTS, and completion of necessary audits. Any excesses or deficiencies will be returned or billed to the SPONSOR.

IT IS FURTHER AGREED THAT:

11. The PROJECT COST participation is estimated to be as shown below and as shown in the attached Exhibit 1. The PROJECT COST participation shown in Exhibit 1 is to be considered an estimate. The actual MDOT, FAA, and SPONSOR shares of the PROJECT COST will be determined at the time of financial closure of the FAA grant.

Federal Share	\$1,307,630.00
Maximum MDOT Share	\$0.00
SPONSOR Share	<u>\$0.00</u>
<i>Estimated</i> PROJECT COST	\$1,307,630.00

12. The PROJECT COST may be met in part with federal funds granted to MDOT by the FAA through the block grant program and in part with MDOT Upon final funds. settlement of the costs, the federal funds will be applied to the federally-funded parts of this Contract at a rate not to exceed ninety-five percent (95%) up to and not to exceed the maximum federal obligation shown in Section 11 or as revised in a budget letter, as set forth in Section 13. Those parts beyond the federal funding maximum may be eligible for state funds at a rate not to exceed ninety percent (90%) up to and not to exceed the maximum MDOT obligation shown in Section 11.

For portions of the PROJECT for which only MDOT and SPONSOR funds will be applied to the final settlement, MDOT funds will be at a rate not to exceed ninety percent (90%), and the total MDOT funds applied toward the PROJECT COST may be up to but will not exceed the maximum MDOT obligations shown in Section 11 or as revised in a budget letter, as set forth in Section 13. Any items of PROJECT COST not funded by FAA or MDOT funds will be the sole responsibility of the SPONSOR.

Alternately, the PROJECT COST may be met in whole with federal funds granted to MDOT by the FAA through the block grant program. Upon final settlement of the costs, the federal funds will be applied to one hundred percent (100%) of the PROJECT COSTS up to and not to exceed the maximum federal obligation shown in Section 11 or as revised in a budget letter, as set forth in Section 13.

MDOT funds in this Contract made available through legislative appropriation are based on projected revenue estimates. MDOT may reduce the amount of this Contract if the revenue actually received is insufficient to support the appropriation under which this Contract is made.

6. The PROJECT COST shown in Section 11 is the maximum obligation of MDOT and federal funds under this Contract. The maximum obligation of MDOT and federal funds may be adjusted to an amount less than the maximums shown in Section 11 through a budget letter issued by MDOT. A budget letter will be used when updated cost estimates for the PROJECT reflect a change in the amount of funds needed to fund all PROJECT COSTS. The budget letter will be signed by the Administrator of the Airports Division of the Office of Aeronautics.

A budget letter will also be used to add or delete work items from the PROJECT description, provided that the costs do not exceed the maximum obligations shown in Section 11. If the total amount of the PROJECT COST exceeds the maximum obligations shown in Section 11, the PROJECT scope will have to be reduced or a written amendment to this Contract to provide additional funds will have to be awarded by the parties before the work is started.

7. In the event it is determined by MDOT that there will be either insufficient funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, MDOT, prior to advertising or authorizing work performance, may cancel the PROJECT or any portion thereof by giving written notice to the SPONSOR. In the event this occurs, this Contract will be void and of no effect with respect to the canceled portion of the PROJECT. Any SPONSOR deposits on the canceled portion less PROJECT COSTS incurred on the canceled portions will be refunded following receipt of a letter from the SPONSOR requesting that excess funds be returned or at the time of financial closure, whichever comes first.
8. In the event that an audit performed by or on behalf of MDOT indicates an adjustment to the costs reported under this Contract or questions the allowability of an item of expense, MDOT will promptly submit to the SPONSOR a Notice of Audit Results and a copy of the audit report, which may supplement or modify any tentative findings verbally communicated to the SPONSOR at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the SPONSOR will (a) respond in writing to the responsible Bureau of MDOT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense, and (c) submit to MDOT a written explanation as to any questioned or no opinion expressed item of expense (RESPONSE). The RESPONSE will be clearly stated and will provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the SPONSOR may supply appropriate excerpts and make alternate arrangements to conveniently and reasonably make that documentation available for review by MDOT. The RESPONSE will refer to

and apply the language of the Contract. The SPONSOR agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes MDOT to finally disallow any items of questioned or no opinion expressed cost.

MDOT will make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If MDOT determines that an overpayment has been made to the SPONSOR, the SPONSOR will repay that amount to MDOT or reach agreement with MDOT on a repayment schedule within thirty (30) days after the date of an invoice from MDOT. If the SPONSOR fails to repay the overpayment or reach agreement with MDOT on a repayment schedule within the thirty (30) day period, the SPONSOR agrees that MDOT will deduct all or a portion of the overpayment from any funds then or thereafter payable by MDOT to the SPONSOR under this Contract or any other agreement or payable to the SPONSOR under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by MDOT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The SPONSOR expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest MDOT's decision only as to any item of expense the disallowance of which was disputed by the SPONSOR in a timely filed RESPONSE.

13. Failure on the part of the SPONSOR to comply with any of the conditions of this Contract may be considered cause for placing the SPONSOR in a state of noncompliance, thereby making the SPONSOR ineligible for future federal and/or state funds until such time as the noncompliance issues are resolved. In addition, this failure may constitute grounds for cancellation of the PROJECT and/or repayment of all grant amounts on a pro rata basis, if the PROJECT has begun. In this section, pro rata means proration of the cost of the PROJECT over twenty (20) years if the PROJECT has not yet begun.
14. Any approvals, acceptances, reviews, and/or inspections of any nature by MDOT will not be construed as warranties or assumptions of liability on the part of MDOT. It is expressly understood and agreed that any such approvals, acceptances, reviews, and/or inspections are for the sole and exclusive purposes of MDOT, which is acting in a governmental capacity under this Contract, and that such approvals, acceptances, reviews, and/or inspections are a governmental function incidental to the PROJECT under this Contract.

Any approvals, acceptances, reviews, and/or inspections by MDOT will not relieve the SPONSOR of its obligations hereunder, nor are such approvals, acceptances, reviews, and/or inspections by MDOT to be construed as warranties as to the propriety of the SPONSOR's performance but are undertaken for the sole use and information of MDOT.

18. With regard to nondiscrimination and Disadvantaged Business Enterprise (DBE) requirements:

- a. In connection with the performance of PROJECT work under this Contract, the SPONSOR (hereinafter in Appendix A referred to as the “contractor”) agrees to comply with the State of Michigan provisions for “Prohibition of Discrimination in State Contracts,” as set forth in Appendix A, dated June 2011, attached hereto and made a part hereof. The SPONSOR (hereinafter in Appendix B referred to as the “contractor”) further agrees to comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 USC Sections 1971, 1975a-1975d, and 2000a-2000h-6, and the Regulations of the United States Department of Transportation (49 CFR Part 21) issued pursuant to said Act, including Appendix B, attached hereto and made a part hereof. These provisions will be included in all subcontracts relating to this Contract.
- b. The SPONSOR will carry out the applicable requirements of MDOT’s DBE program and 49 CFR Part 26, including, but not limited to, those requirements set forth in Appendix C, dated October 1, 2005, attached hereto and made a part hereof.

19. The SPONSOR agrees to require all prime contractors to pay each subcontractor for the satisfactory completion of work associated with the subcontract no later than ten (10) calendar days from the receipt of each payment the prime contractor receives from MDOT or the SPONSOR. The prime contractor also is required to return retainage payments to each subcontractor within ten (10) calendar days after the subcontractor’s work is satisfactorily completed. Any delay or postponement of payment from these time frames may occur only upon receipt of written approval from MDOT. These requirements are also applicable to all sub-tier subcontractors and will be made a part of all subcontract agreements.

This prompt payment provision is a requirement of 49 CFR, Part 26, as amended, and does not confer third-party beneficiary right or other direct right to a subcontractor against MDOT. This provision applies to both DBE and non-DBE subcontractors.

The SPONSOR further agrees that it will comply with 49 CFR, Part 26, as amended, and will report any and all DBE subcontractor payments to MDOT with each invoice in the format set forth in Appendix G, dated September 2015, attached hereto and made a part hereof, or any other format acceptable to MDOT.

20. In accordance with 1980 PA 278, MCL 423.321 *et seq.*, the SPONSOR, in the performance of this Contract, will not enter into a contract with a subcontractor, manufacturer, or supplier listed in the register maintained by the United States Department of Labor of employers who have been found in contempt of court by a federal court of appeals on not less than three (3) separate occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor

practice, as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 USC 158. MDOT may void this Contract if the name of the SPONSOR or the name of a subcontractor, manufacturer, or supplier utilized by the SPONSOR in the performance of this Contract subsequently appears in the register during the performance period of this Contract.

21. With regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract, the SPONSOR hereby irrevocably assigns its right to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or MDOT due to any violation of 15 USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the State of Michigan or MDOT.

The SPONSOR shall require any subcontractors to irrevocably assign their rights to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or MDOT with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract due to any violation of 15 USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the State of Michigan or MDOT as a third-party beneficiary.

The SPONSOR shall notify MDOT if it becomes aware that an antitrust violation with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract may have occurred or is threatened to occur. The SPONSOR shall also notify MDOT if it becomes aware of any person's intent to commence, or of commencement of, an antitrust action with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to MDOT under this Contract.

22. In any instance of dispute and/or litigation concerning the PROJECT, the resolution thereof will be the sole responsibility of the party/parties to the contract that is/are the subject of the controversy. It is understood and agreed that any legal representation of the SPONSOR in any dispute and/or litigation will be the financial responsibility of the SPONSOR.
23. MDOT and the FAA will not be subject to any obligations or liabilities by contractors of the SPONSOR or their subcontractors or any other person not a party to this Contract without its specific consent and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.
24. Each party to this Contract will remain responsible for any claims arising out of that party's performance of this Contract, as provided by this Contract or by law.

This Contract is not intended to increase or decrease either party's liability for or immunity from tort claims.

This Contract is not intended to give, nor will it be interpreted as giving, either party a right of indemnification, either by Contract or at law, for claims arising out of the performance of this Contract.

22. This Contract will be in effect from the date of award (the date of the final signature) through twenty (20) years .
23. In case of any discrepancies between the body of this Contract and any exhibit hereto, the body of the Contract will govern.



27. This Contract will become binding on the parties and of full force and effect upon signing by the duly authorized representatives of the SPONSOR and MDOT and upon adoption of a resolution approving said Contract and authorizing the signature(s) thereto of the respective representative(s) of the SPONSOR, a certified copy of which resolution will be sent to MDOT with this Contract, as applicable.

CITY OF HILLSDALE

By:
Authorized Signer

MICHIGAN DEPARTMENT OF TRANSPORTATION

By: _____
Authorized Signer



EXHIBIT 1

**HILLSDALE MUNICIPAL AIRPORT
HILLSDALE, MICHIGAN**

Project No. C-26-0044-3021
Job Nos. 202253CON

April 2, 2021

	Federal	State	Local	Total
PLANNING	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0 \$0		\$0
CONSTRUCTION	\$1,307,630	\$0 \$0		\$1,307,630
Construct Taxiway C Parallel to Runway 10/28 - Phase 2 (1,200' x 35') including 1 connector				
Construction Contract	\$1,151,917	\$0 \$0		\$1,151,917
Consultant Contract Fee	\$155,713	\$0 \$0		\$155,713
TOTAL PROJECT BUDGET	\$1,307,630	\$0 \$0		\$1,307,630

Federal Billing Breakdown:

Bill #1 \$1,307,630 SBGP 12421

Grant Award Date:
Pending

Bid Information: 01/19/21 Local

Period of Performance End Date: 12/01/22

MAC Approval: 03/24/21

ATTACHMENT X

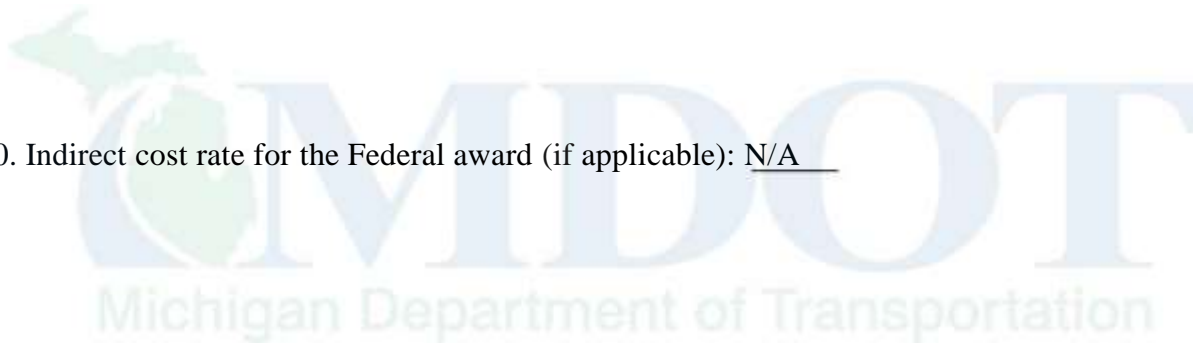
**REQUIRED FOR ALL PROJECTS Notification
of Required Federal Program Information to Sub-
recipients for Federal Funding**

1. Does this project receive Federal funds? Yes
2. Recipient's Name: City of Hillsdale
3. Recipient's DUNS Number: 07-756-3401
4. Amount of Federal funds: \$1,307,630.00
5. Federal Grant Number(s): 12421
6. Grant Award Date(s): _____
7. MDOT Project Number: C-26-0044-3021
8. Project Description: Construct Taxiway C Parallel to Runway 10/28 - Phase 2 (1,200' x 35') including 1 connector - Construction.

9. CFDA Number, Federal Agency, Program Title: CFDA 20.106
Federal Aviation Administration
Airport Improvement Program
10. Federal Award Identification Number (FAIN): 3-26-SBGP-124-2021
11. Federal Award Date: _____
12. Period of Performance Start Date: Award Date of MDOT Contract
13. Period of Performance End Date: 12/1/22
14. Amount of Federal Funds obligated by this action: \$1,307,630.00
15. Total amount of Federal Funds obligated: \$1,307,630.00
16. Total amount of the Federal award: \$1,307,630.00
17. Budget Approved Cost sharing or matching, where applicable: N/A
18. Name of Federal awarding agency and contact information for awarding official:

Director Paul C. Ajeba, P.E.
Michigan Department of Transportation
425 West Ottawa Street
Lansing, MI 48909
19. Is this a Research and Development award? No

20. Indirect cost rate for the Federal award (if applicable): N/A



ATTACHMENT 6

SUPPLEMENTAL PROVISIONS FOR CONTRACTS INVOLVING CONSTRUCTION WORK AT ALL CLASSIFICATIONS OF AIRPORTS WITH BID OPENINGS HANDLED BY THE SPONSOR

1. The “PROJECT COST” is defined as the cost of all work necessary to complete the items identified in the body of this Contract as the PROJECT, including the costs of preliminary engineering, design engineering, construction engineering and supervision, architectural work, surveying, environmental studies and reports, airport layout plan updates relating to the PROJECT, and advertising for and receiving bids.
2. The SPONSOR will select a consultant to perform each element of the PROJECT that requires expertise. All consultant contracts will be between the SPONSOR and the consultant. Consultant contracts will be submitted to the DEPARTMENT for review and approval. Any such approvals will not be construed as a warranty of the consultant's qualifications, professional standing, ability to perform the work being contracted, or financial integrity. The SPONSOR will not execute a consultant contract nor authorize the consultant to proceed prior to receiving written approval of the contract from the DEPARTMENT. Any change to the consultant contract will require prior written approval from the DEPARTMENT. In the event the consultant contract is terminated, the DEPARTMENT will be given immediate written notice by the SPONSOR.
3. The SPONSOR is responsible for obtaining bids for the PROJECT work and will make a recommendation to the DEPARTMENT to award a contract. The recommendation to award a contract will include a summary of all bids received. If the SPONSOR recommends awarding a contract to other than the lowest bidder, a written explanation detailing the SPONSOR’s rationale will be provided.
4. The SPONSOR will have the contract between the SPONSOR and the successful contractor approved by the DEPARTMENT prior to executing said contract.
5. Payment of all PROJECT COSTS will be made by the DEPARTMENT upon receipt of an invoice from the SPONSOR. The vendor’s invoice must be for eligible PROJECT work and signed and dated noting the SPONSOR’s approval.
6. Any changes to the PROJECT plans and specifications made after receipt of bids will require prior written approval from the DEPARTMENT and the FAA, if applicable. The SPONSOR or its representative may request such changes by initiating a contract modification to the construction contract in accordance with the “General Provisions for Construction of Airports” and the DEPARTMENT’s “Project Engineer’s Manual” for airport construction. Any contract modifications determined to be significant by the DEPARTMENT will require a prior written amendment to this Contract.

In the event that during the course of PROJECT construction it becomes necessary to exceed estimated quantities of materials or labor, and it is not reasonable to obtain prior consent from the DEPARTMENT without interrupting an ongoing construction activity, the SPONSOR's on-site supervisor may approve such overruns and the DEPARTMENT may share in the costs of such overruns only if all of the following conditions are met:

- a. The construction, including such overruns, remains in conformity with the PROJECT plans and specifications as revised.
 - b. Such overruns do not exceed ten percent (10%) of that category within the PROJECT plans and specifications as revised.
 - c. The SPONSOR or its representative immediately notifies the DEPARTMENT of such overruns and the estimated cost thereof.
 - d. Such on-site approval is necessary for continuity in construction, and obtaining approval prior to proceeding would cause a material interruption in the PROJECT that would result in a significant increase in costs.
7. Any work or material that is determined by the DEPARTMENT not to be in conformity with the plans, specifications, and contract documents reimbursement with federal and will be ineligible for state participating funds or will be subject to a price adjustment approved by the DEPARTMENT and the FAA, if applicable.
8. Upon completion of the work in each construction contract and acceptance thereof by the SPONSOR, the SPONSOR or its designated representative will give immediate written notice to the DEPARTMENT.
9. The SPONSOR will operate and maintain in a safe and serviceable condition the airport and all facilities thereon and connected therewith that are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States or the State of Michigan, for a period of twenty (20) years from the effective date of this Contract and will not permit any activity thereon that would interfere with its use for airport purposes, provided, however, that nothing herein will be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility that is substantially damaged or destroyed due to any act of God or other condition or circumstance beyond the control of the SPONSOR.

The airport will be maintained in full operating condition on a year-round basis, in accordance with the general utility licensing requirements set forth by the Michigan Aeronautics Commission in its rules and regulations. During this period, the airport will not be abandoned or permanently closed without the express written permission of the DEPARTMENT.

8. Should the SPONSOR desire to abandon, close, sell, or otherwise divest itself of the airport or any portion thereof, the SPONSOR agrees to provide to the DEPARTMENT a prior written notice of such intent giving the DEPARTMENT, for a period of one hundred eighty (180) days after receipt of such notice, a first right to purchase at fair market value the airport and all facilities thereon. Fair market value will be determined by an independent appraisal of such properties.

The notice of intent and first right to purchase will be provided via registered or certified mail, return receipt, postage prepaid, addressed to the Executive Administrator of the Office of Aeronautics, Michigan Department of Transportation.

9. In accordance with the DEPARTMENT's administrative guidelines regarding airspace requirements for state-funded airports, the SPONSOR will either acquire and retain easements or other interests in or rights for the use of land or airspace or adopt and enforce zoning regulations to prevent the construction, erection, alteration, or growth of any structure, tree, or other object in the airport's approach area.
10. For a period of twenty (20) years, the SPONSOR will make the airport available as an airport for public use for all types, kinds, and classes of aeronautical use on fair and reasonable terms and without unjust discrimination. Rates charged to aeronautical users will be determined based on the cost to the SPONSOR of providing the facility. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or engage in an approved non-aeronautical activity, the SPONSOR will charge fair market value for the right to conduct such activity. During this period, all revenues generated by the airport for aeronautical and non-aeronautical activities will be expended for the capital or operating costs of the airport, the local airport system, or other local facilities that are owned or operated by the SPONSOR and that are directly and substantially related to the actual air transportation of passengers or property.
13. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or engage in any aeronautical activity for furnishing services to the public at the airport, the SPONSOR will insert and enforce provisions requiring the contractor to:
 - a. Furnish said services on a fair, reasonable, and not unjustly discriminatory basis to all users thereof; and
 - b. Charge fair, reasonable, and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

14. If PROJECT COSTS are related to a fuel facility, the SPONSOR will assure that aviation fuel will be available at the airport on a year-round basis for a period of not less than ten (10) years from the effective date of this Contract.

The SPONSOR will obtain from the installer and provide to the DEPARTMENT a certification that the tank(s) were installed in accordance with federal and state requirements.





APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

Appendix B

(Aeronautics)

CIVIL RIGHTS ACT OF 1964, TITLE VI - 49 CFR PART 21 CONTRACTUAL REQUIREMENTS

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations.** The contractor will comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter “DOT”) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials of leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports.** The contractor will provide all information and reports required by the Regulations or directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor will so certify to the sponsor of the FAA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance.** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to the contractor under the contract until the contractor complies, and/or
 - b. Cancellation, termination, or suspension of the contract, in whole or in part.
6. Incorporation of Provisions. The contractor will include the provisions of paragraphs 1 through 5 in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directive issued pursuant thereto. The contractor will take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.



APPENDIX C
Assurances that Recipients and Contractors Must Make
(Excerpts from US DOT Regulation 49 CFR § 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanction;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

APPENDIX F

GENERAL CONDITIONS

- 1. Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA/MDOT has determined to be ineligible or unallowable.
- 2. Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
- 3. Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
- 4. Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
- 5. United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this subgrant agreement.
- 6. Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this subgrant. If the Sponsor fails to comply with this requirement, the FAA/MDOT may suspend, cancel, or terminate this subgrant.
- 7. Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
- 8. Buy American.** Unless otherwise approved in advance by the FAA/MDOT, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this subgrant. The Sponsor will include a provision implementing Buy American in every contract.

APPENDIX F

9. Suspension or Debarment.

The State must:

- A. Immediately disclose to the FAA whenever the State:
 - 1. Learns a sub-recipient has entered into a covered transaction with an ineligible entity;
 - 2. Suspends or debars a contractor, person or entity.

The Subgrantee must:

- B. When entering into “covered transactions”, as defined by 2 CFR 180.200:
 - 1. Verify the non-federal entity is eligible to participate in this Federal program by:
 - a. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if non-federal entity is excluded or disqualified; or
 - b. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 - c. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
 - 2. Require prime contractors to comply with 2 CFR 180.330 when entering into lower-Tier transactions (e.g. Sub-contracts).

10. Ban on Texting When Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - i. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - ii. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - 1. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - 2. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts.

APPENDIX F

11. Trafficking in Persons.

- a. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
 1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
 2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
 3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
- b. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA/MDOT to unilaterally terminate this agreement, without penalty, if a private entity –
 - i. Is determined to have violated the Prohibitions; or
 - ii. Has an employee who the FAA/MDOT determines has violated the Prohibitions through conduct that is either—
 1. Associated with performance under this agreement; or
 2. Imputed to the Sponsor or subrecipient using 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by the FAA at 49 CFR Part 29.

12. Exhibit A Included with Grant Application. The Exhibit “A” updated [11/6/14](#), submitted with the project application is made a part of this grant agreement.

13. Co-Sponsor.

The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word "Sponsor" as used in the application and other assurances is deemed to include all co-sponsors.

14. Audits for Public Sponsors.

A subgrantee expending \$750,000 or more of Federal awards in a fiscal year must conduct a single or program specific audit in accordance with 2 CFR part 200 part 200.

APPENDIX F

15. System for Award Management (SAM) Registration and Universal Identifier.

A. Requirement for System for Award Management (SAM): Unless the subgrantee is exempted from this requirement under 2 CFR 25.110, the subgrantee must maintain the currency of its information in the SAM until the State submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the State review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

B. Requirement for Data Universal Numbering System (DUNS) Numbers:

1. The State must notify a potential subrecipient that it cannot receive a subgrant unless it has provided its DUNS number to the State.
2. The State may not make a subgrant to a subrecipient unless the subrecipient has provided its DUNS number to the State.
3. Data Universal Numbering System: DUNS number means the nine-digit number Established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (866-606-8220) or on the web at <http://fedgov.dnb.com/webform>.

16. Employee Protection from Reprisal.

A. Prohibition of Reprisals-

1. In accordance with 41U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal office or employee responsible for oversight of a grant program;
 - v. A court or grand jury;
 - vi. A management office of the grantee or subgrantee; or
 - vii. A Federal or State regulatory enforcement agency.

APPENDIX F

- B. Submission of Complaint- A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General {OIG} for the U.S. Department of Transportation.
- C. Time Limitation for Submittal of a Complaint- A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
- D. Required Actions of the Inspection General- Actions, limitations and exceptions of the Inspector General's office are established under 41U.S.C. § 4712{b}.
- E. Assumption of Rights to Civil Remedy- Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41U.S.C. § 4712(c).

17. Land Acquisition.

- A. "The Sponsor agrees that no payments will be made on the grant until the Sponsor has presented evidence to the State that it has recorded the grant agreement, including the grant assurances, in the public land records of the county courthouse. The Sponsor understands and agrees that recording the grant agreement legally enforces these requirements, encumbrances and restrictions on the obligated land."

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
Airport	ARFF and SRE- Equipment Acquisition	<p>ARFF and SRE EQUIPMENT AND VEHICLES: The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> 1) house and maintain the equipment in a state of operational readiness on and for the airport; 2) provide the necessary staffing and training to maintain and operate the vehicle and equipment; 3) restrict the vehicle to on-airport use only; 4) restrict the vehicle to the use for which it was intended; and 5) amend the Airport Emergency Plan and/or Snow and Ice Control Plan to reflect the acquisition of the vehicle and equipment. (Applicable only for Part 139 Airports).
Airport	Equipment Replacement such as ARFF and SRE	<p>EQUIPMENT OR VEHICLE REPLACEMENT: The Sponsor agrees that because the Fair Market Value is \$5,000 or more and the equipment/vehicle will not be retained by the Sponsor for airport purposes (or donated to another eligible/justified Sponsor), the Sponsor will use the Fair Market Value of equipment being replaced by this project to reduce the total project costs.</p>
Airport	ARFF Equipment - Off-Airport Storage	<p>OFF-AIRPORT STORAGE OF ARFF VEHICLE: The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> 1) house and maintain the vehicle in a state of operational readiness for the airport; 2) provide the necessary staffing and training to maintain and operate the vehicle; 3) restrict the vehicle to airport use only; 4) amend the Airport Emergency Plan to reflect the acquisition of the vehicle ; 5) within 60 days, execute an agreement with local government including the above provisions and a provision that violation of agreement could require repayment of subgrant funding; and 6) submit a copy of the executed agreement to the FAA.
Airport	AWOS	<p>AUTOMATED WEATHER OBSERVING SYSTEMS (AWOS): The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> 1) within 60 calendar days of subgrant acceptance, establish a Memorandum of Agreement (MOA) with the FAA; 2) develop an Operations Maintenance Manual to more specifically describe the operational, maintenance, and documentation

¹ Sponsor types include Airport Sponsor (Public and Private), Airport Sponsor (Private Only), Noise, and State or Local Government

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		<p>requirements for the AWOS;</p> <p>3) within 60 calendar days of installation, take the necessary actions to initiate the AWOS commissioning by the FAA; and</p> <p>4) provide for the installation, commissioning, continuous operation, and maintenance of any Non-Federal AWOS funded under this grant for the useful life of the equipment.</p> <p>The Sponsor further understands that the FAA will not take over the ownership, operation, or maintenance of any Sponsor-acquired equipment.</p>
Airport	ALP & AIP Funded Construction	<p>AIRPORT LAYOUT PLAN: The Sponsor understands and agrees to update the Airport Layout Plan to reflect the construction to standards satisfactory to the FAA and submit it in final form to the FAA. It is further mutually agreed that the reasonable cost of developing said Airport Layout Plan Map is an allowable cost within the scope of this project.</p>
Airport	Lighting - Operation and Maintenance	<p>LIGHTING: The Sponsor must operate and maintain the lighting system during the useful life of the system in accordance with applicable FAA standards.</p>
Airport	Temporary NAVAIDS	<p>TEMPORARY NAVAIDS: The Sponsor agrees that this equipment is being acquired for temporary use to minimize disruptions to the airport during construction. The Sponsor further agrees that upon construction completion of this project or at the point when this equipment is no longer needed for its intended use (but no later than the construction completion of the project), that the Sponsor will house this equipment in an interior enclosure. The Sponsor further agrees to make this equipment available, without cost, to be transferred to another airport or as directed by the FAA.</p>
Airport	Construction on land not yet acquired/ Good Title	<p>NOTICE TO PROCEED - PROPERTY INTEREST ACQUIRED: The Sponsor understands and agrees that the FAA authorization for the Sponsor to issue a notice to proceed with construction work will not be given until the Sponsor has adequately certified that good title will be acquired on the land on which construction is to be performed.</p>
Airport	Construction on land not yet acquired/ Good Title	<p>TITLE EVIDENCE: The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments involving Parcel(s) N/A until title evidence has been submitted to, and found satisfactory by the FAA, subject to no liens, encumbrances, reservations or exceptions which in the opinion of the FAA might create an undue risk or interference with the use and operation of the airport.</p>

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
Airport	DBE Plan	DBE PLAN: The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments on this subgrant until the Sponsor has received approval of its DBE Plan from the FAA Office of Civil Rights.
Airport	Environmental (Required for All Projects)	ENVIRONMENTAL: The environmental approval for this project was issued on 2/19/21. This project includes the following mitigation measures: Please refer directly to CATEX and all additional environmental documentation for impact considerations and mitigation measures. Contact Steve Houtteman, MDOT-Aero for additional assistance. The Sponsor understands and agrees to complete the above-listed mitigation measures to standards satisfactory to the FAA. It is further mutually agreed that the reasonable cost of completing these mitigation measures is an allowable cost within the scope of this project.
Airport	EMAS	EMAS BLOCK PRE-PURCHASE: The Sponsor understands that it may request reimbursement for payment made by the Sponsor to the EMAS manufacturer for up to 90% of the cost of EMAS block manufacturing costs of EMAS blocks that remain in the manufacturer's care, custody and control provided that the Sponsor has provided a certification to the FAA as to quantity and condition of the EMAS blocks. The remaining payment may be made after delivery to the Sponsor's location and acceptance by the Sponsor.
Airport	Equipment	EQUIPMENT ACQUISITION: The Sponsor understands and agrees that any equipment acquired through this subgrant is considered a <i>facility</i> as that term is used in the Grant Assurances. Further, the equipment must be only operated by the Sponsor. The Sponsor agrees that it will maintain the equipment and use it exclusively at the airport for airport purposes.
Airport	Equipment - Friction Measuring Device	FRICTION MEASURING DEVICES: The Sponsor agrees that it will properly calibrate, operate, and maintain the friction measuring equipment. The friction measuring equipment and tow vehicle (if applicable) must not be used for any other purpose other than for conducting friction measuring tests on airport pavement surfaces and directly related activities.
Airport	NAVAIDS - ILS	INSTRUMENT LANDING SYSTEM AND ASSOCIATED EQUIPMENT IN PROJECT: The Sponsor agrees that it will: 1) Prior to commissioning, assure the equipment meets the FAA's

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
	<p>Note that in general, Category I ILS are no longer being installed. Instead, RNAV approaches provide equivalent approach minima. Installation of a new ILS must follow the ILS policy and must have APP-1 approval.</p>	<p>standards; and 2) Remove, relocate, lower, mark, or light each obstruction to obtain a clear approach as indicated in the 14 CFR part 77 aeronautical survey.</p>
<p>Airport</p>	<p>Fence - Wildlife</p>	<p>WILDLIFE FENCE: The Sponsor understands that the fence is being installed to prevent wildlife from entering the airfield. The Sponsor agrees that it will maintain the integrity of the fence for its useful life, but no less than 20 years from the date of the subgrant was issued. The Sponsor understands that maintenance of the fence includes repair of damage to the fence or gates due to any purpose.</p>
<p>Airport</p>	<p>Land - Revise Exhibit "A" Property Map</p>	<p>UPDATE APPROVED EXHIBIT "A" PROPERTY MAP FOR LAND IN PROJECT: The Sponsor understands and agrees to update the Exhibit "A" Property Map to standards satisfactory to the FAA and submit it in final form to the FAA. It is further mutually agreed that the reasonable cost of developing said Exhibit "A" Property Map is an allowable cost within the scope of this project.</p>
<p>Airport</p>	<p>Land acquisition -Future Land</p>	<p>FUTURE DEVELOPMENT LAND: The Sponsor agrees to perform the airport development which requires this land acquisition within 10 years of this subgrant agreement, and further agrees not to dispose of the land by sale or lease without prior consent and approval of the FAA. In the event the land is not used within 10 years for the purpose for which it was acquired, the Sponsor will refund the Federal and State share of acquisition cost or the current fair market value of the land, whichever is greater.</p>
<p>Airport</p>	<p>Master Plan - Coordination</p>	<p>COORDINATION: The Sponsor agrees to coordinate this master planning study with the metropolitan planning organizations, other local planning agencies, and with the State Airport System Plan prepared by the State's Department of Transportation and consider any pertinent information, data, projections, and forecasts which are currently available or as will become available. The Sponsor agrees to consider any State Clearinghouse comments and to furnish a copy of the final report to the State's Department of Transportation.</p>

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Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
Airport	NAVAIDS -Operations and maintenance	<p>AIRPORT-OWNED VISUAL OR ELECTRONIC NAVIGATION AIDS IN PROJECT: The Sponsor agrees that it will:</p> <ol style="list-style-type: none"> 1) Provide for the continuous operation and maintenance of any navigational aid funded under this subgrant agreement during the useful life of the equipment; 2) Prior to commissioning, assure the equipment meets the FAA's standards; and 3) Remove, relocate, lower, mark, or light each obstruction to obtain a clear approach as indicated in the 14 CFR part 77 aeronautical survey.
Airport	New or Replacement Airport	<p>SITE SELECTION: The Sponsor understands and agrees that the Project cannot proceed beyond the site selection study until the Sponsor has received formal approval from the FAA to proceed.</p>
Airport	Non-AIP Utility Proration (Refer to AIP Handbook –Ch. 3, Sec. 11, Par. 398)	<p>UTILITIES PRORATION: For purposes of computing the United States' share of the allowable project costs, the allowable cost of the N/A included in the project must not exceed N/A percent.</p>
Airport	Utility Relocation	<p>UTILITY RELOCATION IN PROJECT: The Sponsor understands and agrees that:</p> <ol style="list-style-type: none"> 1) the United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs; 2) FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and 3) the utilities exclusively serve the Airport;
Airport	Obstruction Removal	<p>OBSTRUCTION REMOVAL: The Sponsor agrees to clear Parcel(s) N/A, as shown on Exhibit "A" Property Map, of the following obstructions: N/A prior to final payment under the project. The Sponsor also agrees that it will not erect, nor permit the erection of any permanent structures or obstructions on the airport except those required for aids to air navigation or those which have been specifically approved by the FAA.</p>
Airport	Pavement	<p>PAVEMENT MAINTENANCE MANAGEMENT PROGRAM: The Sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Subgrant Assurance Pavement Preventive Management. The Sponsor agrees that it will use the program for the useful life of any pavement constructed,</p>

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		<p>reconstructed, or repaired with federal financial assistance at the airport. The Sponsor further agrees that the program will</p> <ol style="list-style-type: none"> 1. follow FAA Advisory Circular 150/5380-6, "Guidelines and Procedures for Maintenance of Airport Pavements," for specific guidelines and procedures for maintaining airport pavements, establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair; 2. detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed; 3. include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements: <ol style="list-style-type: none"> a. Pavement Inventory. The following must be depicted in an appropriate form and level of detail: <ol style="list-style-type: none"> 1) location of all runways, taxiways, and aprons; 2) dimensions; 3) type of pavement, and; 4) year of construction or most recent major rehabilitation. b. Inspection Schedule. <ol style="list-style-type: none"> 1) Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years. 2) Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by inspections, the date of inspection and any maintenance performed must be recorded. 4. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented. The minimum information is: <ol style="list-style-type: none"> a. inspection date; b. location; c. distress types; and

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		Information Retrieval System. The Sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.
Airport	Pavement Exceeding \$500,000	<p>PROJECTS WHICH CONTAIN PAVING WORK IN EXCESS OF \$500,000:</p> <p>The Sponsor agrees to:</p> <ul style="list-style-type: none"> a. Furnish a construction management program to the FAA prior to the start of construction which details the measures and procedures to be used to comply with the quality control provisions of the construction contract, including, but not limited to, all quality control provisions and tests required by the Federal and State specifications. The program must include as a minimum: <ul style="list-style-type: none"> (1) The name of the person representing the Sponsor who has overall responsibility for contract administration for the project and the authority to take necessary actions to comply with the contract. (2) Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided. (3) Procedures for determining that the testing laboratories meet the requirements of the American Society of Testing and Materials standards on laboratory evaluation referenced in the contract specifications (D 3666, C 1077). (4) Qualifications of engineering supervision and construction inspection personnel. (5) A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test. (6) Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, and that the proper corrective actions, where necessary, are undertaken. b. Submit at completion of the project, a final test and quality control report documenting the results of all tests performed, highlighting those tests that failed or that did not meet the applicable test standard. The report must include the pay reductions applied and the reasons for accepting any out-of-

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		<p>tolerance material. An interim test and quality control report must be submitted, if requested by the FAA.</p> <p>c. Failure to provide a complete report as described in paragraph b, or failure to perform such tests, will, absent any compelling justification; result in a reduction in Federal participation for costs incurred in connection with construction of the applicable pavement. Such reduction will be at the discretion of the FAA and will be based on the type or types of required tests not performed or not documented and will be commensurate with the proportion of applicable pavement with respect to the total pavement constructed under the subgrant agreement.</p> <p>d. The FAA, at its discretion, reserves the right to conduct independent tests and to reduce subgrant payments accordingly if such independent tests determine that sponsor test results are inaccurate.</p>
Airport	Pavement maintenance	<p>MAINTENANCE PROJECT LIFE: The Sponsor agrees that pavement maintenance is limited to those aircraft pavements that are in sufficiently sound condition that they do not warrant more extensive work, such as reconstruction or overlays in the immediate or near future. The Sponsor further agrees that AIP funding for the pavements maintained under this project will not be requested for more substantial type rehabilitation (more substantial than periodic maintenance) for a 5-year period following the completion of this project unless the FAA determines that the rehabilitation or reconstruction is required for safety reasons.</p>
Airport	RPZ Acquisition	<p>PROTECTION OF RUNWAY PROTECTION ZONE: The Sponsor agrees to prevent the erection or creation of any structure, place of public assembly, or other use in the runway protection zone, as depicted on the Exhibit "A": Property Map, except for NAVAIDS that are fixed by their functional purposes or any other structure permitted by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.</p>
Airport	RPZ Acquisition	<p>PROTECTION OF RUNWAY PROTECTION ZONE: The Sponsor agrees to take any and all steps necessary to ensure that the owner of the land within the designated Runway Protection Zone will not build any structure in the Runway Protection Zone that is an airport hazard or which might create glare or misleading lights or lead to the construction of residences, fuel handling and storage facilities, smoke</p>

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		generating activities, or places of public assembly, such as churches, schools, office buildings, shopping centers, and stadiums.
Airport	RPZ Future Acquisition (This special condition should be used if any of the following items are part of the grant: 1) An airfield project that impacts the runway threshold, 2) A change in the design critical aircraft that increases the RPZ dimensions, or 3) A new or revised instrument approach procedure that increases the RPZ dimensions).	ACQUISITION OF THE RUNWAY PROTECTION ZONE: Future Interest in the Runway Protection Zone: The Sponsor agrees that it will acquire N/A in the Runway Protection Zones for runways that presently are not under its control within N/A years of this Subgrant Agreement. The Sponsor further agrees to prevent the erection or creation of any structure or place of public assembly in the Runway Protection Zone, except for NAVAIDS that are fixed by their functional purposes or any other structure approved by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.
Airport	VALE equipment	LOW EMISSION SYSTEMS: The Sponsor agrees that vehicles and equipment included in this subgrant: <ol style="list-style-type: none"> 1) will be maintained and used at the airport for which they were purchased ; 2) will not be transferred, relocated, or used at another airport without the advance consent of the FAA; 3) will be clearly labeled using the FAA-designed VALE program emblem; 4) will be replaced, at the Sponsor’s own cost, any disabled or seriously damaged vehicle or equipment at any time during its useful life, with an equivalent vehicle or unit that produces an equal or lower level of emissions for the useful life of the vehicle or equipment, or life of Airport Emission Reduction Credits, whichever is longer. The Sponsor further agrees that it will maintain annual records on individual vehicles and equipment, project expenditures, cost effectiveness, and emission reductions.
Airport	VALE Recharging System	RECHARGING SYSTEM VALE– USE AND OPERATION REQUIREMENTS: The Sponsor understands that it is obligated to earn emissions credits from the state air quality agency on a yearly basis for the use of this recharging system and the use of electric ground support equipment at the airport. The Sponsor understands and agrees that the Sponsor may be obligated to repay to the FAA some or all of the federal share of the

APPENDIX F

Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		recharging project if Sponsor does not earn the emissions credits that the Sponsor estimated in the project application.
Airport or Noise	Building Allowable Costs (Prorate)	BUILDING AIP PRORATION: For purposes of computing the United States' share of the allowable project costs of the project, the allowable cost of the N/A included in the project must not exceed N/A percent of the actual cost of the entire building.
Airport or Noise	Noise Land	ACQUISITION OF NOISE LAND: The Sponsor agrees that as part of the land acquisition in this project, it will prepare or update a Noise Land Inventory Map and Reuse Plan to standards satisfactory to the FAA and submit said documentation in final form to the FAA. It is further mutually agreed that the reasonable cost of developing or updating a Noise Land Inventory Map and Disposal Plan is an allowable cost within the scope of this project.
Airport or Noise	Noise - Annual Report	<p>ANNUAL NOISE REPORT: As a condition of this Airport Improvement Program (AIP) subgrant, the Sponsor agrees to provide to the FAA, an annual report of funds expended and actions associated with this subgrant within 90 days following the end of each Federal fiscal year the subgrant remains open. The report must provide the following information:</p> <ol style="list-style-type: none"> 1) Total noise subgrant funds expended during the fiscal year. 2) Amount of funds expended by Program Element(s) as identified in the Sponsor's Noise Compatibility Program (NCP). 3) Number of parcels mitigated by DNL contour and Program Element as identified in the Sponsor's NCP. 4) Total number of people impacted by the Sponsor's NCP (by DNL contour) and total number of people mitigated during the fiscal year by DNL contour and Program Element as identified in the Sponsor's NCP. 5) A graphic (map) depicting DNL contours and the location of mitigation action as defined by the Program Element(s) of the Sponsor's NCP, including a list by address for mitigation actions shown on the map. 6) A written plan outlining actions being planned for the next year based on the Sponsor's priorities and the NCP. 7) Other information as required by the FAA.
All Sponsor Types	Plans and Specifications	PLANS AND SPECIFICATIONS PRIOR TO BIDDING: The Sponsor agrees that it will submit plans and specifications for FAA review and approval prior to advertising for bids.
All Sponsor Types	Plans and Specification s Certification	PLANS & SPECIFICATIONS APPROVAL BASED UPON CERTIFICATION: The FAA and the Sponsor agree that the FAA approval of the Sponsor's

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Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		<p>Plans and Specification is based primarily upon the Sponsor's certification to carry out the project in accordance with policies, standards, and specifications approved by the FAA. The Sponsor understands that:</p> <ol style="list-style-type: none"> 1)The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project; 2)The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements; 3) if the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under AIP.
All Sponsor Types	Design-Only Subgrants	<p>DESIGN SUBGRANT: This subgrant agreement is being issued in order to complete the design of the project. The Sponsor understands and agrees that within 2 years after the design is completed that the Sponsor will accept, subject to the availability of the amount of federal funding identified in the Airport Capital Improvement Plan (ACIP), a subgrant to complete the construction of the project in order to provide a useful and useable unit of work. The Sponsor also understands that if the FAA has provided federal funding to complete the design for the project, and the Sponsor has not completed the design within four (4) years from the execution of this subgrant agreement, the FAA may suspend or terminate subgrants related to the design.</p>
All Sponsor Types	Force account	<p>FORCE ACCOUNT: The Sponsor agrees that proposals to accomplish construction or engineering with the Sponsor's own personnel must receive approval from the FAA prior to Sponsor incurring costs and that no reimbursement payments will be made on that portion of this subgrant until the Sponsor has received FAA approval for the force account information.</p>
All Sponsor Types	Land Acquisition - Revenue and Program Income	<p>PROGRAM INCOME AND REVENUE FROM REAL PROPERTY: The Sponsor understands that all program income produced from real property purchased in part with Federal funds in this subgrant received while the subgrant is open will be deducted from the total cost of that project for determining the net costs on which the maximum United States' obligation will be based. The Sponsor further agrees that once the subgrant is closed, all net revenues produced from real property purchased in part with Federal funds in this subgrant must be used on</p>

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Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		the airport for airport planning, development, or operating expenses. This income may not be used for the Sponsor's matching share of any subgrant. The Sponsor's fiscal and accounting records must clearly identify actual sources and uses of these funds.
All Sponsor Types	Land acquisition - Relocation	UNIFORM RELOCATION ACT: The Sponsor understands and agrees that all acquisition of real property under this project will be in accordance with the 49 Code of Federal Regulations Part 24, Uniform Relocation Assistance And Real Property Acquisition For Federal And Federally Assisted Programs.
All Sponsor Types	Noise - mitigation	INELIGIBILITY OF PREVIOUSLY INSULATED STRUCTURES: The Sponsor understands and agrees that AIP funds may only be applied to noise insulate structures under 14 Code of Federal Regulations Part 150 one single time and that no structures in this subgrant have been previously noise insulated using AIP funds.
All Sponsor Types	Noise Mitigation – Private Land	<p>NOISE PROJECTS ON PRIVATELY OWNED PROPERTY: The Sponsor understands and agrees that no payment will be made under the terms of this Subgrant Agreement for work accomplished on privately owned land until the Sponsor submits the agreement with the owner of the property required by the Subgrant Assurance Number 5: Preserving Rights and Powers, and the FAA has determined that the agreement is satisfactory. As a minimum, the agreement with the private owner must contain the following provisions:</p> <ol style="list-style-type: none"> 1) The property owner must inspect and approve or disapprove the work on the project during and after completion of the measures as the FAA or Sponsor reasonably requests. 2) The property owner is responsible for maintenance and operation of the items installed, purchased, or constructed under this Subgrant Agreement. Neither the FAA nor the Sponsor bears any responsibility for the maintenance, operation, or replacement of these items. 3) If the Sponsor transfers Federal funds for the noise compatibility measures to a private property owner or agent, the property owner must agree to keep records and make those records available to the FAA and the Sponsor about the amount of funds received and the disposition of the funds. 4) The property owner's right to sue for adverse noise impacts will be abrogated if the property owner deliberately or willfully reduces the effectiveness of the noise compatibility measures during the useful life of such measures. This obligation will remain in effect throughout the

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Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		useful life of the noise compatibility measures, but not to exceed 20 years from the date of the Sponsor's acceptance of federal aid for the project.
All Sponsor Types	Non AIP work in project	NON-AIP WORK IN APPLICATION: The Sponsor understands and that:
		1) the Project includes the planning and/or construction of N/A that is not being funded with any Federal funding in this project ;
		2) although the Sponsor has estimated a total project cost of \$N/A , the total allowable cost for purposes of determining federal participation will not exceed \$N/A ;
		3) it must maintain separate cost records for the AIP and non-AIP work;
		4) all cost records must be made available for inspection and audit by the FAA;
		5) the Sponsor understands that all non-AIP work is the sole responsibility of the Sponsor; and
		6) the amount of allowable cost that will be used for purposes of determining an increase in the maximum obligation of the United States will not exceed \$N/A , which is the total allowable cost for purposes of determining federal participation in 2) of this special condition.
All Sponsor Types	Planning Scope of Work	PRELIMINARY SCOPE OF WORK: This Subgrant is made and accepted upon the basis of a preliminary scope of work . The parties agree that within 30 days from the date of acceptance of this Subgrant Offer, the Sponsor will furnish a final scope of work to the FAA and that no work will commence, nor will there be any contract signed for accomplishment of such work, until the final scope of work has been approved by the FAA. The Sponsor and the FAA further agree that any reference to the scope of work made in the Subgrant Offer or in the project application is in respect to the final scope of work.
Airport - Non-primary	Fuel farms	FUELING SYSTEM – USE AND OPERATION REQUIREMENTS: This project includes the installation of a new aviation fuel system. All revenue generated by this fueling system must be used for the operation and maintenance of the Airport in accordance with the subgrant assurances. The fueling system established under this subgrant, will be operated solely by the Sponsor and/or the Sponsor's employees. The Sponsor is further obligated to operate and maintain the fueling system

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Special Conditions

Note: Any reference to FAA includes MDOT, where applicable.

Sponsor Type ¹	Type of Project	Special Conditions
		for the 20-year subgrant expected life, including meeting all local, state, and federal regulations related to the fuel system.
Airport - Non-primary	Revenue Producing Project	REVENUE PRODUCING PROJECT: The Sponsor agrees and understands that the Sponsor has certified to the FAA that it has made adequate provisions for financing its airside needs. Further, the Sponsor agrees it will not seek AIP discretionary subgrant funds for the airside needs of the airport for the three fiscal years following the fiscal year in which this subgrant is issued. All revenue generated by this project must be used for the operation and maintenance of the Airport in accordance with the subgrant assurances.
Airport	Land Acquisition	LAND ACQUISITION: The Sponsor agrees that no payments will be made on the subgrant until the Sponsor has presented evidence to the FAA that it has recorded the subgrant agreement, including the subgrant assurances in the public land records of the county courthouse. The Sponsor understands and agrees that recording the subgrant agreement legally enforces these requirements, encumbrances and restrictions on the obligated land.

INSTRUCTIONS

PRIME CONSULTANT OR AUTHORIZED REPRESENTATIVE:

This statement reports the actual dollar amounts of the project cost earned by and paid to DBE subconsultants. Complete and submit to the Payment Analyst with each billing and within 20 days of receipt of final payment. Some forms may be blank if no payment was made since the previous billing.

For "Contract No., Authorization No.," and "Job No." as appropriate, use the numbers assigned by MOOT.

For "Period Covered," report the calendar days covered by the billing.

For "Services Work Performed" report the main service performed by the subconsultant during the reporting period.

For "Total Contract Amount" report the total amount of the contract between the prime consultant and the subconsultant.

For "Cumulative Dollar Value of Services Completed" report the total amount the subconsultant has earned since beginning this project.

For "Deductions," report deductions made by the prime consultant to the subconsultant's "Cumulative Dollar Value of Services Completed" for retainage, bond or other fees, materials, services or equipment provided to the subconsultant according to mutual, prior agreement (documentation of such agreement may be required by MDOT).

For "Actual Amount Paid to Date," report cumulative actual payments made to the subconsultant for services completed.

For "Actual Amount Paid During this Report Period" report actual payments made to the subcontractor for services during this reporting period.

"Provide "DBE Authorized Signature" for final payment only.

Be sure to sign, title and date this statement.

MDOT PAYMENT ANALYST:

Complete "Comments" if necessary, sign date and forward to the Office of Business Development within seven (7) days of receipt.

MDOT Office of Business Development
P.O. Box 30050
Lansing, Michigan 48909
Questions about this form? Call Toll-free, 1-866-DBE-1264

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: New Business

SUBJECT: July 5th, 2021 Council Meeting

BACKGROUND PROVIDED BY STAFF: Katy Price, City Clerk

At the December 7, 2020 Council meeting, Council approved the 2021 Council Meeting schedule. The schedule included July 5th, 2021 as a meeting date. City Hall will be closed on July 5th to observe Independence Day.

RECOMMENDATION:

Staff recommends that Council discuss having the meeting on Tuesday, July 6th, 2021 or canceling the meeting.

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: New Business
Subject: Right of Way Use Application and Noise Variance

Background:

Hillsdale College requests to barricade and restrict use to the alley west of Hillsdale Street between Fayette and College Streets for their “Blue and White” weekend event. This closure is for Friday May 21, 2021 from noon till midnight. There will be a food truck luncheon, a bbq dinner and live band within a large tent located on the open lot between 180 and 204 Hillsdale Street.

A noise variance is also requested for this event during the times listed above.

Recommendation:

Approval of this request is recommended as this is the same location utilized for similar college events.

Scott A. Hephner

Chief of Police / Fire Chief

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021
Agenda Item: New Business
Subject: Hillsdale College Noise Variance Request


Background:

As part of the “Blue and White” weekend event, Hillsdale College requests a noise variance for a social hour to be held in the Quad located on the main campus. This request is for Saturday May 22, 2021 from 2:00 p.m. till 5:30 p.m.

Recommendation:

Approval of this request is recommended based on the location and time of day.

Scott A. Hephner



Chief of Police / Fire Chief



April 2, 2021

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 Friday, May 21 starting at 12:00 p.m. and ending at midnight for the Blue and White Weekend. There will be a food truck luncheon, a bbq dinner, and a live band, in a large tent located on the open lot on Hillsdale Street between 180 Hillsdale Street and 204 Hillsdale Street.

Additionally, Hillsdale College would like to request a second noise variance for Saturday, May 22 from 2:00 p.m. to 5:30 p.m. for a social hour to be held in the Quad (33 E. College Street).

If you have any questions, please call me at 607-2454, or Ashley Sallows at 607-2461.
Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management


WKW/lmm

**TRAFFIC CONTROL ORDER
2021-08**

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.

North/South Alley that is west of Hillsdale St., south of College St., and north of Fayette St. between Hillsdale St. and Manning St. will be closed to all traffic from 12:00 noon to 12:00 midnight on Friday, May 21, 2021 for the Hillsdale College Blue and White Weekend.

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.



Chief of Police

04/14/21

Date

Received for filing in the office of the City Clerk at 3:00 p.m. on the 14 day of April, 2021.

City Clerk

04/14/21

Date

RESOLUTION # _____

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

Passed in open Council this _____ day of _____, 2021.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, City Clerk

Received by Chris Heimer
 Date 04/02/21
 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		3/24/2021			
Applicant's Name 33 E College Street		Date		Contractor's Name	
Mailing Address Hillsdale, MI 49242				Mailing Address	
City 517-607-2597	State	Zip Code		City	State
Telephone Number		Telephone Number			

DESCRIPTION OF WORK OR USE: Request permission to close alley's right of way and pedestrian access between E. College Street and Fayette Street from noon on Friday May 21, 2021 until midnight.

LOCATION: (Drawing to be provided)

See attached map

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED: Stadium Type III Barricades and pedestrian barricades to be used. All traffic signage is MUTCD compliant.

TIME PERIOD:

COMMENCING DATE: **May 21, 2021** TIME: **12 pm** ENDING DATE: **May 22, 2021** TIME: **12:00 am**

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

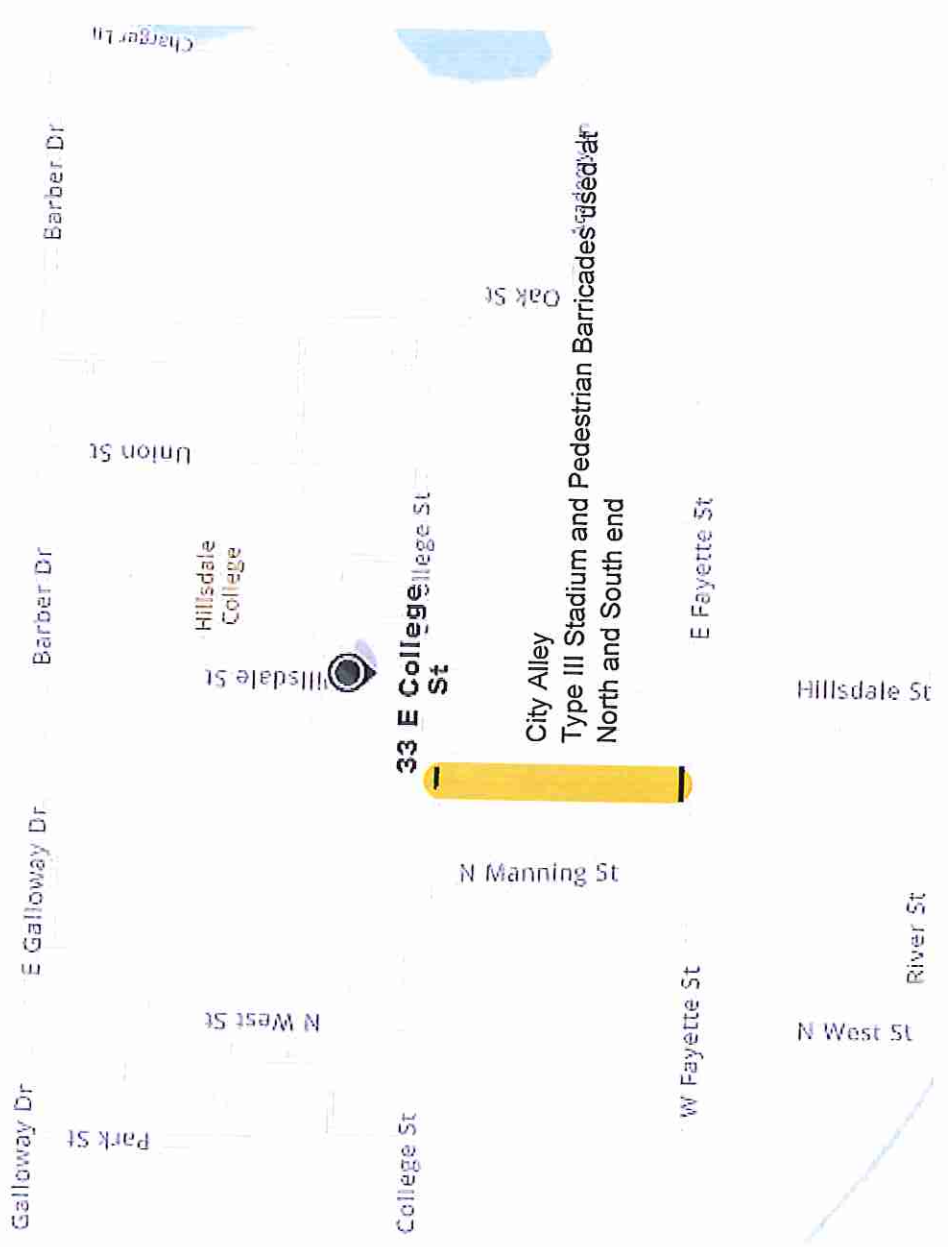
Note: All payments must be received and recorded before permit is valid.

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.**



33 E College St

City Alley
Type III Stadium and Pedestrian Barricades Used at
North and South end

Hillsdale College

Hillsdale St

N Manning St

N West St

W Fayette St

E Fayette St

Hillsdale St

N West St

River St

College St

Park St

Galloway Dr

E Galloway Dr

Barber Dr

Union St

Barber Dr

Charger Ln

Oak St



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242	CONTACT NAME: Jenalle Beaman PHONE (A/C, No., Ext): (517) 439-1501 FAX (A/C, No.): (517) 439-4254 E-MAIL ADDRESS: jbeaman@vestedrisk.com
	INSURER(S) AFFORDING COVERAGE
INSURED Hillsdale College 33 E College Street Hillsdale MI 49242-1205 (517) 607-2239	INSURER A: National Union Fire Insurance INSURER B: United Educators Insurance INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 19445 10020

COVERAGES

CERTIFICATE NUMBER: Cert ID 2373

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA 5425499	10/16/2020	10/16/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 1,000,000			U75-85D	11/01/2020	11/01/2021	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC43172198 / WC43172	10/16/2020	10/16/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 \$ \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Hillsdale College Security
 33 E. College Street
 Hillsdale MI 49242

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

City of Hillsdale Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: New Business

SUBJECT: Vegetation Management Services Contract

BACKGROUND PROVIDED BY STAFF:

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

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

RECOMMENDATION: Staff along with the BPU Board, recommends awarding the contract for vegetation management for three years with fourth year option to the low bidder Wright Tree Services.



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

PROJECT: Electric Line Clearance & Vegetation Management Services

OWNER: City of Hillsdale Board of Public Utilities

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

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

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

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

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

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

START DATE: No Later than May 2021.

COMPLETION DATE: June 30, 2024.

**CITY OF HILLSDALE
BOARD OF PUBLIC
UTILITIES**

***BID NOTICE
Electric Line Clearance***

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

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

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

INSTRUCTIONS TO BIDDERS

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

CONDITIONS APPLICABLE TO BID

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

CHANGES AND ADDENDA TO BID DOCUMENTS

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

PAYMENT

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

BID RESULTS

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

PERMITS

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

PREPARATION OF FORMS

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

DATE AND RECEIPT OF BIDS

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

EXCEPTIONS TO BID

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

AWARD OR REJECTION OF BID

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

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

DISQUALIFICATION OF BIDDERS

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

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

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

TAXES

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

FEDERAL, STATE AND LOCAL LAWS

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

COLLUSION CLAUSE

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

OTHER ACTION

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

PREPARATION OF BID

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

MAILING, RECEIPT, OPENING AND VALIDITY OF BIDS

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

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

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

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

OBLIGATION OF BIDDER

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

LAWS AND REGULATIONS

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

RIGHT TO REJECT BID

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

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

FREEDOM OF INFORMATION ACT (FOIA)

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

EXECUTION OF ACKNOWLEDGEMENT OF AWARD

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

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

1. GENERAL

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

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

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

2. DEFINITIONS

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

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

3. PROSECUTION OF THE WORK

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

4. **CLEARANCE**

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

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

5. **SUPERVISION OF WORK AND WORKMANSHIP**

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

6. **TRIMMING METHODS**

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

7. **GENERAL STANDARDS AND REQUIREMENTS**

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

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

8. **TREE REMOVAL AND BRUSH REMOVAL**

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

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

9. PERMITS AND RIGHT OF WAY

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

10. CLEAN UP

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

11. RESTORATION FOR DAMAGE TO PROPERTY AND COMPLAINTS

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

12. INVOICING

TIME AND MATERIALS WORK

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

13. PERFORMANCE EVALUATION

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

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

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

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

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

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

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

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

Day – means a calendar day.

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

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

Owner- City of Hillsdale

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE 8- INSURANCE

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

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

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

Worker's compensation insurance as required by Michigan law.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE 21-EXECUTION

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

City of Hillsdale Board of Public Utilities, Michigan

Contractor

Title

Title

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

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

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

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

Owner.

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

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

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

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

GUARANTEED START DATE_____

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

SIGNATURE OF BIDDER_____

BY_____ TITLE_____

NAME OF COMPANY_____

ADDRESS_____

CITY_____ STATE_____ ZIP CODE_____

TELEPHONE_____ FAX_____

EMAIL_____ DATE_____

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

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

Dated: _____, 20____

TO: _____

ADDRESS: _____

Contract: 2021 ELECTRIC LINE CLEARANCE & VEGETATION MANAGEMENT SERVICES

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

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

Three (3) person crew _____ / Hour

Two (2) person crew _____ / Hour

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

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

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

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

City of Hillsdale:

By: _____
(Authorized Signature)

Chris McArthur, Director

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

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

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

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

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

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

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

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

GUARANTEED START DATE 4/10/21

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

SIGNATURE OF BIDDER 

BY Wade Myers TITLE Senior VP of Operations

NAME OF COMPANY Wright Tree Service, Inc.

ADDRESS 5930 Grand Ave.

CITY West Des Moines STATE Iowa ZIP CODE 50266

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

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

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

ASPLUNDH

ASPLUNDH TREE EXPERT LLC

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

March 31, 2021

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

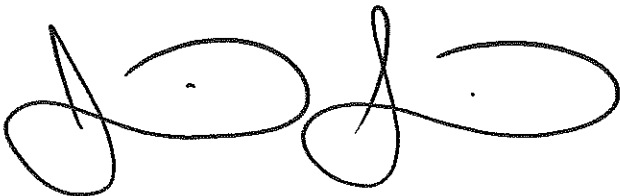
Dear City Clerk:

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

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

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

Sincerely,
Asplundh Tree Expert LLC.

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

Jeremiah Sparacio
Manager

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

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

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

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

Owner.

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

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

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

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

GUARANTEED START DATE MAY 31, 2021

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

SIGNATURE OF BIDDER _____

BY: JEREMIAH SPARACIO

TITLE: MANAGER

NAME OF COMPANY: ASPLUNDH TREE EXPERT LLC

ADDRESS: 2255 NORTHWAY DRIVE

CITY: MT. PLEASANT

STATE: MI

ZIP CODE: 48858

TELEPHONE: 989-772-4454

FAX: 989-772-4352

EMAIL: jparacio@asplundh.com

DATE: April 6, 2021

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

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

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City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item: New Business

SUBJECT: Industrial Substation Prefabricated Building with 15KV Switchgear and Voltage Regulators

BACKGROUND PROVIDED BY STAFF:

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

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

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

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

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

March 30, 2021

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

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

Dear Mr. McArthur:

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

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

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

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

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

OVERVIEW OF BIDS

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

CSI

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

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

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

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

Powell

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

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

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

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

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

Powerline.

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

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

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

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

EVALUATION

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

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

RECOMMENDATION

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

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

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

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

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

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

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

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

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

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

Sincerely,

SSOE Group



Joe Hulderman PE
Section Manager

cc: Michael Mitchell, PE

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item #: New Business

SUBJECT: Drinking Water Asset Management (DWAM) Grant Acceptance

BACKGROUND PROVIDED BY STAFF: Kristin Bauer, City Engineer

PROJECT BACKGROUND:

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

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

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

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

RECOMMENDATION:

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



**DRINKING WATER ASSET MANAGEMENT GRANT AGREEMENT
BETWEEN THE
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
AND GRANTEE NAME**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Finance Division ("State"), and **Name of Grantee** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to Public Act 57 of 2019. This Agreement is subject to the terms and conditions specified herein.

Project Name: _____
 Amount of grant: \$ _____
 Amount of match: None required
 Start Date (date executed by EGLE): _____
 [unless alternate date specified]

Project #: _____
 State Funding: 100% of grant
 PROJECT TOTAL: \$ _____
 End Date: _____

GRANTEE CONTACT:

STATE'S CONTACT:

Name/Title

Organization

Address

Address

Telephone number

Fax number

E-mail address

Name/Title

Division/Bureau/Office

Address

Address

Telephone number

Fax number

E-mail address

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

Signature

Name/Title

Date

FOR THE STATE:

Signature

Name/Title

Date

I. PROJECT SCOPE

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

III. CHANGES

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be submitted via the Financial Status Report Form as provided by EGLE, and due according to the following:

Reporting Period	Due Date
Jan 1 – Jan 31	Feb 28
Feb 1 – Feb 28	Mar 31
Mar 1 – Mar 31	April 30
April 1 – April 30	May 31
May 1 – May 31	June 30
June 1 – June 30	July 31
July 1 – July 31	Aug 31
Aug 1 – Aug 31	Sept 30
Sept 1 – Sept 30	Before October 15*
Oct 1 – Oct 31	Nov 30
Nov 1 – Nov 30	Dec 31
Dec 1 – Dec 31	Jan 31

*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering September 1 – September 30. Advance notification regarding the due date for the period

ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the month ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the End Date of the Agreement.

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. ANTI-LOBBYING

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or

in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at www.SAM.gov to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XV. AUDIT AND ACCESS TO RECORDS

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of five years after the final payment has been issued to the Grantee by the State.

XVI. INSURANCE

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

XVIII. COMPENSATION

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

XIX. CLOSEOUT

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

XX. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

XXI. TERMINATION

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
- c. Convicted under State or federal antitrust statutes; or
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XXIII. DISCLOSURE OF INFORMATION

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

APPENDIX A

Project Overview: *[to be filled in by EGLE grant administrator]*

May include:

- *The broad project scope stating the purpose of the grant or loan.*
- *The project description, which is a more detailed description of the type of work to be done with the grant or loan money.*
- *Work plan with specific tasks and products expected*
- *Timetable/schedule*
- *Budget*
- *Any other program-specific requirements*

EGLE approved estimated project costs include: *[to be filled in by EGLE grant administrator]*

Task	Budget
Eligible Cost Subtotal	

[If applicable, add other specific eligibility as related to the project – EGLE grant administrator]

[If applicable: The following services have been determined to be ineligible for Grant assistance, for the reasons listed, and have been excluded from the approved project costs shown above:]

Grant Administration and Close Out:

As mentioned previously, in Section IV, GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS, the Grantee must complete and submit financial and progress reports and must include supporting documentation of eligible project expenses. Reports shall include the Financial Status Report Form with supporting cost documentation (i.e. vendor invoices), a report including a brief description of work completed during the reporting period, and any delays occurred or anticipated. Reports shall be due within 30 days of the end of each monthly reporting period. If applicant chooses not to submit reimbursement requests monthly, the EGLE project manager must be notified that no submission will be completed for the month.

The Grantee must provide a final project report, which shall include a summary of work completed utilizing grant funds, including any significant lessons learned and anticipated needs going forward as a result of the project. The Grantee shall submit the final status report, including the Financial Status Report Form with all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the End Date of the Agreement.

Grant information including grantee name, grant award amount, and a project summary will be shared with the legislature and posted on EGLEs website.

City of Hillsdale

Agenda Item Summary

Meeting Date: April 19, 2021

Agenda Item #: New Business

SUBJECT: Arbor Ct. Water Main
Elm Ct. Water and Sewer Mains

BACKGROUND PROVIDED BY STAFF: Bill Briggs, Superintendent of Water and Sewer
Kristin Bauer, City Engineer

PROJECT BACKGROUND:

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

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

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

*Bid amount adjusted following discovery of a math error.

RECOMMENDATION:

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

Staff also recommends, should City Council not proceed with the Elm Court Special Assessment District, to award the Elm Court Restoration work to RJT Construction for an additional amount of \$36,430.00 with an additional \$3,570.00 for an additional amount of \$50,000.00. The restoration of Arbor Court will be completed with the recently approved Special Assessment project in the Hillcrest Area.



City of Hillsdale, Michigan

BID SHEET

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

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

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

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

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

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

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

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

PROPOSAL:

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

Arbor Court – Water Main Construction (Base Bid)

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

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

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

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

Sanitary Conn to Existing MH	1	EA	\$ 500 ⁰⁰	\$ 500 ⁰⁰
Traffic Control	1	LS	\$ 4,000 ⁰⁰	\$ 4000 ⁰⁰
GRAND TOTAL:				\$ 86,279 ⁰⁰

Elm Court – Restoration (Contract Addition)

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

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

SIGNATURE NAME OF PROPOSER Todd Faling

PRINTED NAME OF PROPOSER Todd Faling

TITLE President

NAME OF COMPANY RJT Construction CO

ADDRESS 3318 Vrooman Rd

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

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



OLD REPUBLIC INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania stock insurance corporation, does make, constitute and appoint:

NATHAN G. CHAPMAN, ROBERT G. CHAPMAN, DAVID G. CHAPMAN, MARCIA J. MILLER, CLOYD W. BARNES of LANSING, MI

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

ALL WRITTEN INSTRUMENTS

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

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

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

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

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

Karen J. Haffner
Assistant Secretary



OLD REPUBLIC INSURANCE COMPANY

Alan Pavlic
Vice President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

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



Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2022

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

CERTIFICATE

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



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

46-0102

ORSC 11008 (6-93)

DAVID CHAPMAN AGENCY INC

Karen J. Haffner
Assistant Secretary

Bond No. NA

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

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

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

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

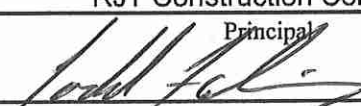
Dollars (\$ 5% of Bid), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

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

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

Signed and sealed this 31st day of March, 2021


Witness

RJT Construction Company
Principal (Seal)
By: , President
Name/Title


Witness

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

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

Arbor and Elm Court – Water Main and Sewer Line Construction

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

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

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

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

RFP due date/ Public Opening:

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

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

Project Locations:

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

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

Scope of Work:

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

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

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

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

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

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

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

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

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

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

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

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

Proposed Project Schedule:

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

Instructions to proposers:

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

Conditions applicable to proposal:

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

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

Indemnification:

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

Insurance:

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

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

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

Changes and addenda to proposal documents:

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

Proposal results:

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

Anti-Collusion:

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

Bid Bond/ Performance Bond:

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

PROPOSAL:

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

Arbor Court – Water Main Construction (Base Bid)

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

Arbor Court – Restoration (Contract Addition)

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

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

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

Sanitary Conn to Existing MH	1	EA		
Traffic Control	1	LS		
GRAND TOTAL:				

Elm Court – Restoration (Contract Addition)

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

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CITY OF HILLSDALE GENERAL INFORMATION

DESCRIPTION

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

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

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

SITE ACCESS/HOURS OF WORK

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

REQUIRED SUBMITTALS

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

PERMITS

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

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

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

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

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

SITE PRODUCT STORAGE & CLEANING

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

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

DESCRIPTION

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

CONSTRUCTION

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

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

MEASUREMENT AND PAYMENT

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

PAY ITEM

Mobilization (Max. 5% of Bid Amount)

PAY UNIT

Lump Sum (LS)

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

**CITY OF HILLSDALE
SPECIAL PROVISION
FOR
WATER MAINS
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PART ONE - GENERAL

1.01 Description

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

1.02 Testing

A. General

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

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B. Preparation

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

C. Sequence

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

D. Flushing

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

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E. Chlorination

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

F. Bacteriological Testing

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

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G. Pressure Testing

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

PART TWO – PRODUCTS

2.01 Pipe and Fittings

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

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Size Diameter	Nominal Inches	inside	Thickness Class
4			52
6			52
8			52
10			52
12			52
14			54
16			54
18			54
20			54
24			54

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

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G.PVC PRESSURE PIPE

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

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6. Pipe shall be marked per AWWA C900 or AWWA C905, and shall include as a minimum:
 - a. Nominal size
 - b. PVC
 - c. Dimension Ratio, Standard Dimension Ratio or Schedule
 - d. AWWA pressure class or rating
 - e. AWWA Standard designation number
 - f. NSF-61 mark verifying suitability for potable water service
 - g. Extrusion production-record code (if applicable)
 - h. Trademark or trade name
 - i. Cell Classification 12454 and/or PVC material code 1120 may also be included.

7. Should PVC Pressure pipe be used water main be installed on this project tracer wires will be required per the attached per the attached Trace Wire Specification.

2.02 Valves

- A. All valves installed under this Specification shall conform to the applicable requirements of AWWA C500, C504, and C509 standards governing construction materials and workmanship. Each valve shall carry the name or trademark of the manufacturer. All valves shall have operating nuts that turn to the left (counterclockwise) to open.

- B. Resilient Seated Gate Valves
 1. Gate valves shall be resilient seated type unless otherwise noted. Resilient seated gate valves shall have a cast or ductile iron body and bonnet. Valves shall have a minimum non-shock W.O.G. working pressure of 200 psi. The wedge shall be ductile iron encased in a bonded-in-place styrene-butadiene elastomer covering to form resilient seating surfaces. Stem shall be bronze of non-rising design with double O-ring packing.

 2. Resilient seated gate valves shall be manufactured by Waterous, American Flow Control or Clow.

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C. Butterfly Valves

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

D. Swing Check Valves

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

E. Air Release Valves

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

F. Corporation Stops

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

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G. Valve Boxes

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

H. Gate wells

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

2.03 Service Leads

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

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B. Curb Stop: 1 inch to 2 inch curb stops for service connections shall be Ford Type B44 pack joint for Copper or Plastic CTS, Minneapolis Patter or equal as approved by the Engineer. All parts shall be cast from bronze and compression connections on both ends.

C. Curb Boxes: All curb boxes shall be two piece Minneapolis pattern, adjustable with pent. All curb boxes shall be coated inside and out with a tar base enamel.

2.04 Fire Hydrants Assembly

A. Fire hydrants shall comply with the latest revision of AWWA Standard, C502. Hydrants shall be compression type to close with the pressure. They shall have a 5 1/4" valve opening and 6" mechanical joint inlet. Hydrants shall have two 2 1/2" hose connections and one 5" Stortz fitting pumper connection.

B. Fire hydrants shall have inside barrel dimension of not less than 6" I.D. from top to bottom. The 1 1/8" pentagon operating nut shall open left (counter clockwise).

C. All nozzles shall be on a removable head with a flange so that they may be rotated by changing the position of the flange.

D. Hydrant shall be fully bronze mounted, including top of the operating stem where it passes through the double O-ring seal in the bronze packing gland. The forged operating stem in the base and the valve seat shall also be of bronze. The molded valve shall be of composition rubber and the cast iron valve clamps shall be packed with O-ring seals and held tight to the stem by a threaded bronze hex retainer ring and threaded bronze locknut, anchored with set screws.

E. Hydrant shall be designed for 250 psi working pressure and tested to 300 psi. Those portions of the hydrant above grade shall have two coats of red enamel. All unpainted surfaces shall have two coats of coal tar pitch varnish.

F. The hydrants shall be East Jordan Part #55971D HYD 6'-0" Bury, MJ Connection, Open Left, 2 drains tapped and plugged, 1HS AWWA Standard, C502 or similar approved by the Engineer.

G. All fire hydrants assemblies shall be equipped with a gate valve and box. The cost of the gate valve and box shall be included in the cost of the hydrant.

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2.05 Tapping Sleeves and Valves

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

2.06 Buy American

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

PART THREE – EXECUTION

3.01 Pipe Installation

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

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

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

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

3.02 Service Leads

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

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

3.03 Hydrants

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

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

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

3.04 Connection to Existing Mains

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

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

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

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

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

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3.05 Thrust Blocks

- A. The Contractor shall furnish and place horizontal and/or vertical thrust blocks at all plugs, caps, tees and fittings whether or not indicated on the drawings unless otherwise specified. The cost of thrust blocks shall be included in the unit price bid per foot of water main. The inspector or Engineer shall approve all thrust blocks of any nature prior to backfilling.

- B. In unstable soil conditions, the thrust blocks are to be supported by piling driven to solid foundations or by removal of the unstable soils and replacement with ballast of sufficient stability to resist the thrusts. The thrust blocks are to be approved by the Engineer before backfilling. The cost of piling or ballast at thrust blocks shall be included in the unit price bid per foot of water main.

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DESCRIPTION

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

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

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

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

MATERIALS

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

Water Service Leads

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

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

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

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

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

CONSTRUCTION METHODS

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

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

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EXCAVATION

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

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

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

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

SAFETY

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

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

MEASUREMENT AND PAYMENT

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

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

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

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

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

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

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

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DESCRIPTION

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

REFERENCES

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

SUBMITTALS

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

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JOB CONDITIONS

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

PRODUCTS

PIPE:

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

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MANHOLES:

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

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EXECUTION

PERFORMANCE:

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

PREPARATION:

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

INSTALLATION:

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

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C. Manholes:

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

D. Abandoning and filling existing sanitary sewer and manholes:

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

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E. Connections:

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

F. Service Lines:

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

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

TESTING AND INSPECTION:

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

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

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

ADJUST AND CLEAN

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

SCHEDULES

- A. Exfiltration Air Test Table.

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MEASUREMENT AND PAYMENT

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

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

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

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

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

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

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

EXFILTRATION AIR TEST

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

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

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

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

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

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

**CITY OF HILLSDALE
SPECIAL PROVISION
FOR
SEWER/WATER UTILITY – TRACER WIRE
Page 1 of 6**

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

Materials

General

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

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

Trace wire

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

Connectors

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

CITY OF HILLSDALE
SPECIAL PROVISION
FOR
SEWER/WATER UTILITY – TRACER WIRE
Page 2 of 6

Termination/Access

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

Grounding

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

CITY OF HILLSDALE
SPECIAL PROVISION
FOR
SEWER/WATER UTILITY – TRACER WIRE
Page 3 of 6

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

Installation

General

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

CITY OF HILLSDALE
SPECIAL PROVISION
FOR
SEWER/WATER UTILITY – TRACER WIRE
Page 4 of 6

Sanitary Sewer System

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

Water System

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

Storm Sewer System

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

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

Prohibited Products and Methods

The following products and methods shall not be allowed or acceptable

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

Testing

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

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

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

Products

The following products have been deemed acceptable and appropriate:

Copper clad Steel (CCS) trace wire:

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

Connectors:

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

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

Non-Roadway access boxes applications:

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

Concrete / Driveway access box applications:

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

Fire hydrant trace wire access box applications:

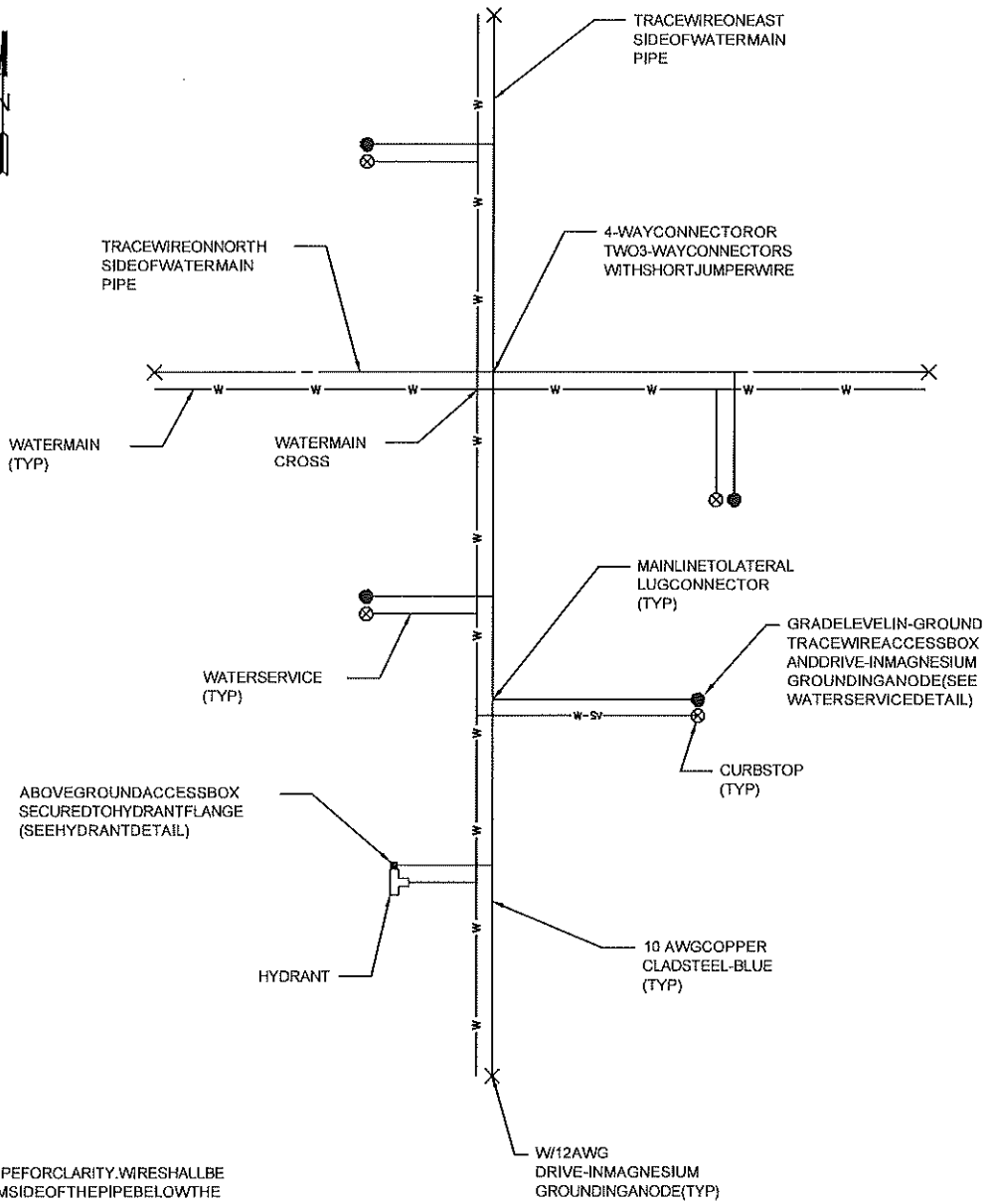
- Above ground two terminal with 1” conduit.
- Copperhead part # T3-75-F (Cobra T3 Test Station, denoting “F” includes mounting flange)

Grounding:

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

Manufacture product options:

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



NOTES:

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

TRACEWIRE PLAN (WATER)

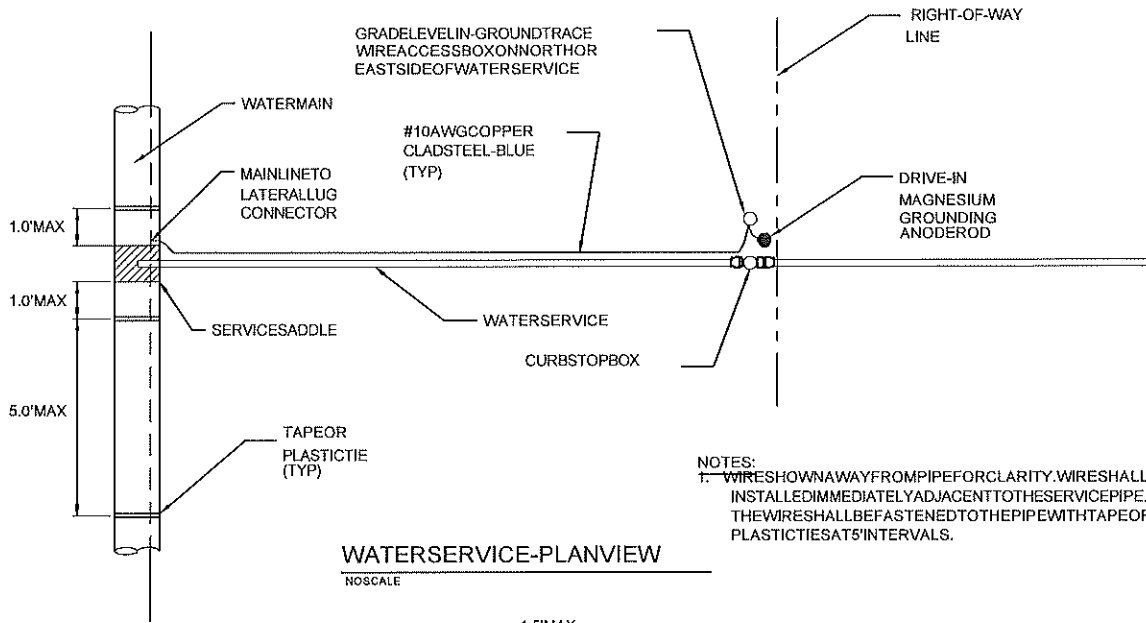
NO SCALE

MICHIGAN RURAL WATER ASSOCIATION
STANDARD DETAIL

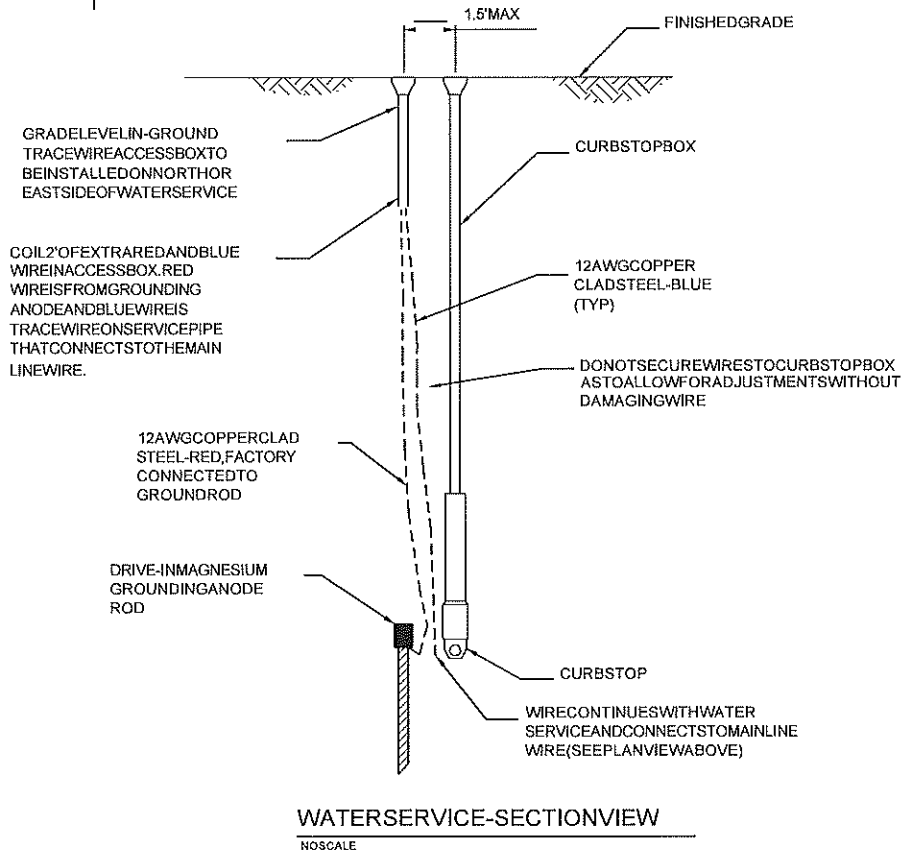


TRACEWIRE
SAMPLE WATER PLAN

May 28, 2014

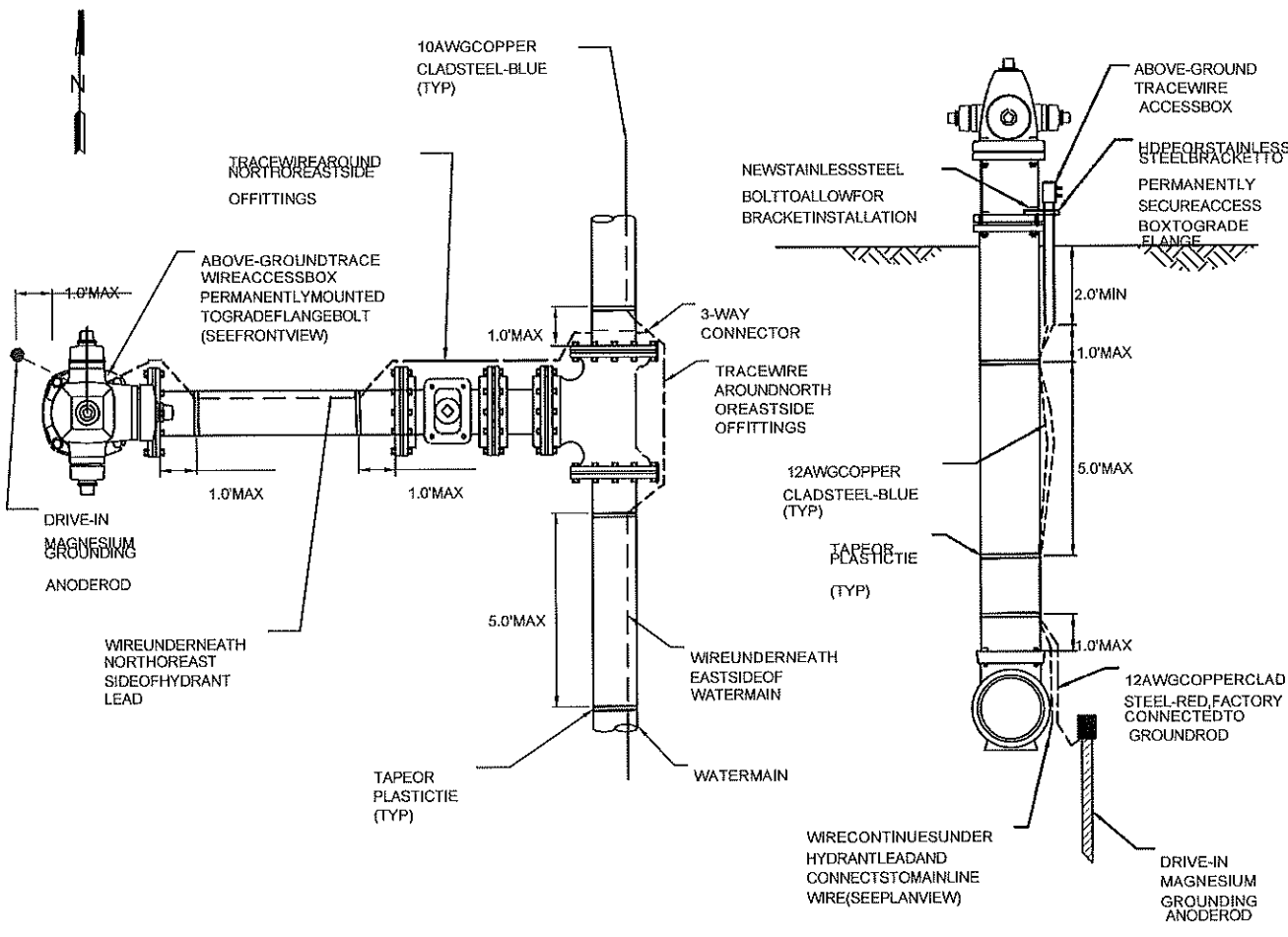


NOTES:
1. WIRES SHOWN AWAY FROM PIPE FOR CLARITY. WIRES SHALL BE INSTALLED IMMEDIATELY ADJACENT TO THE SERVICE PIPE. THE WIRES SHALL BE FASTENED TO THE PIPE WITH TAPE OR PLASTIC TIES AT 5' INTERVALS.



MICHIGAN RURAL WATER ASSOCIATION
STANDARD DETAIL

TRACE WIRE
WATER SERVICE DETAIL



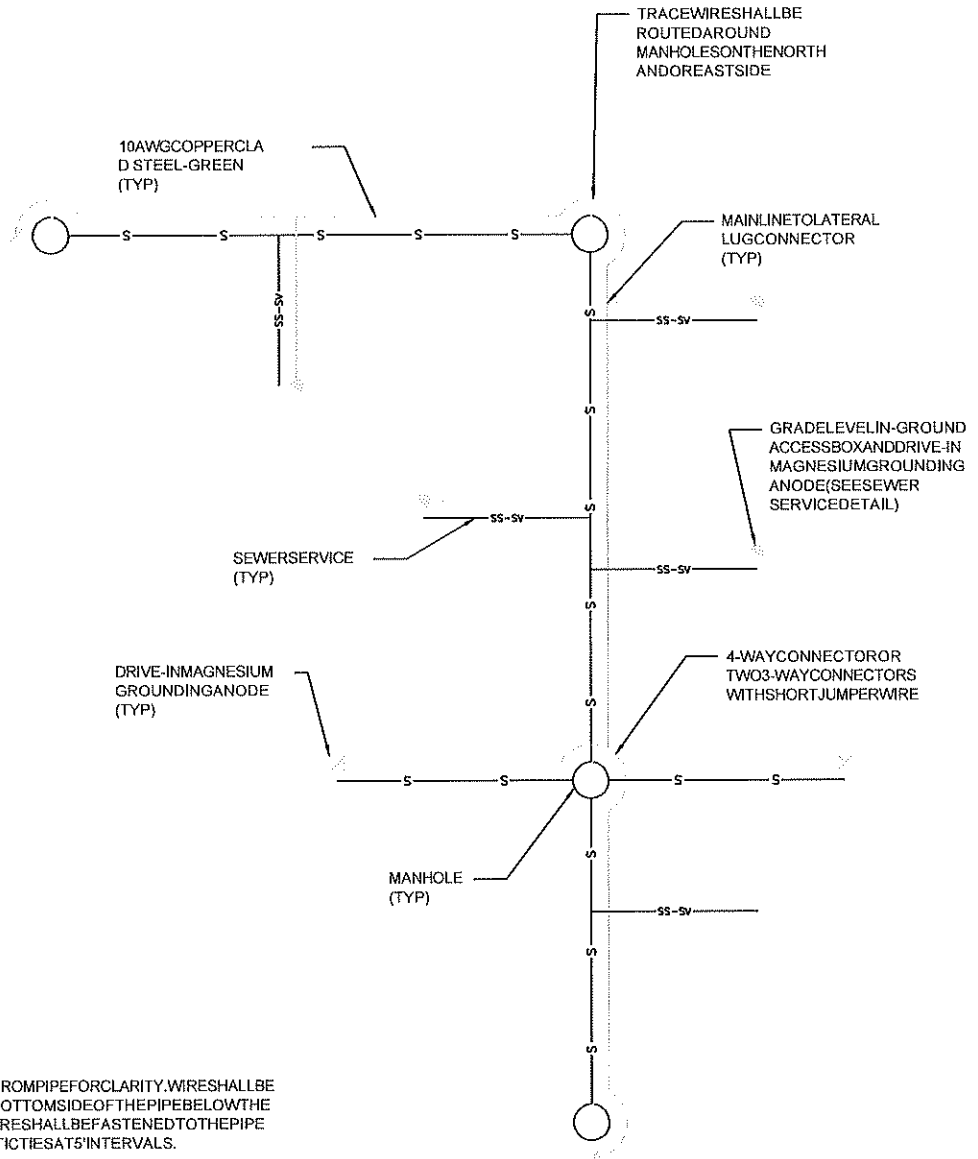
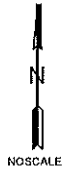
HYDRANT-PLANVIEW
NOSCALE

HYDRANT-SECTIONVIEW
NOSCALE



MICHIGAN
 RURAL WATER ASSOCIATION
 STANDARD DETAIL

TRACE WIRE
 HYDRANT DETAIL



NOTES:

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

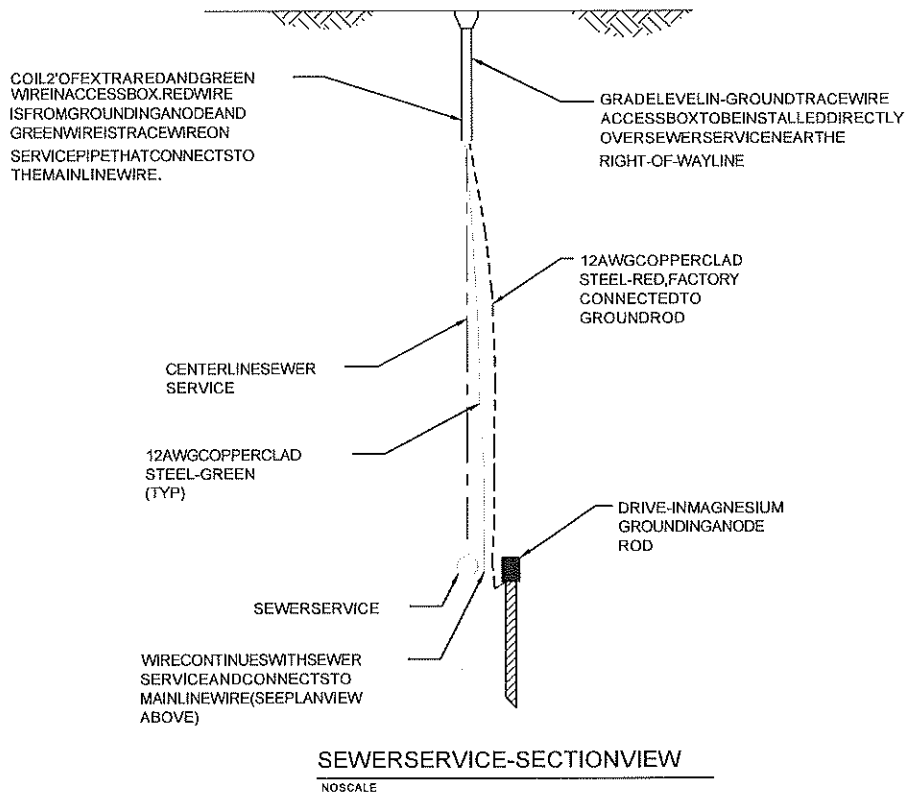
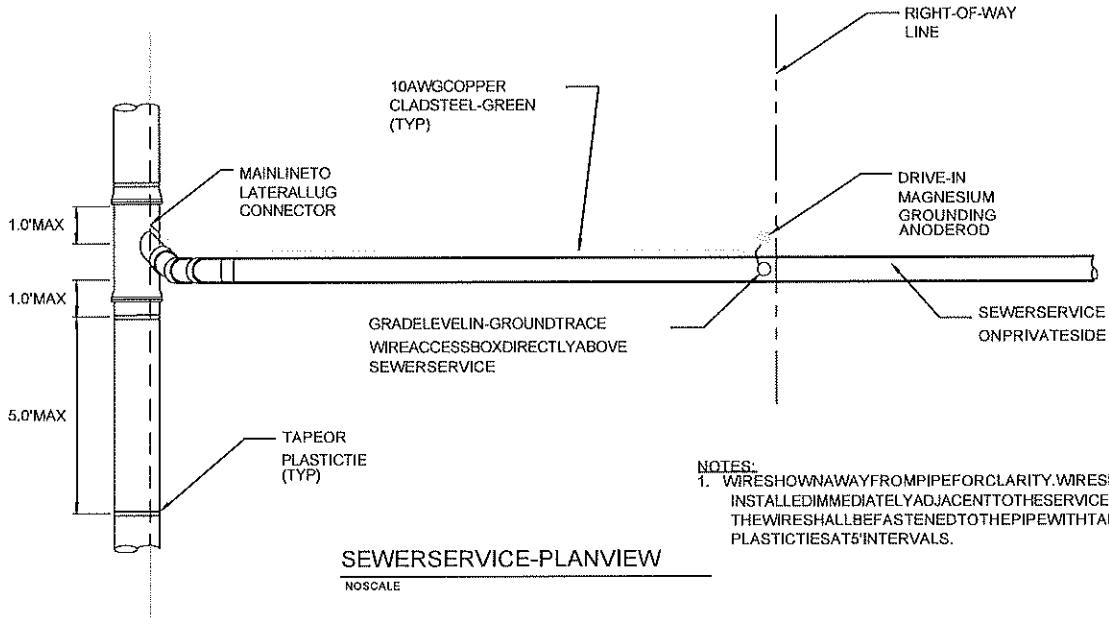
TRACE WIRE PLAN (SEWER)

NO SCALE



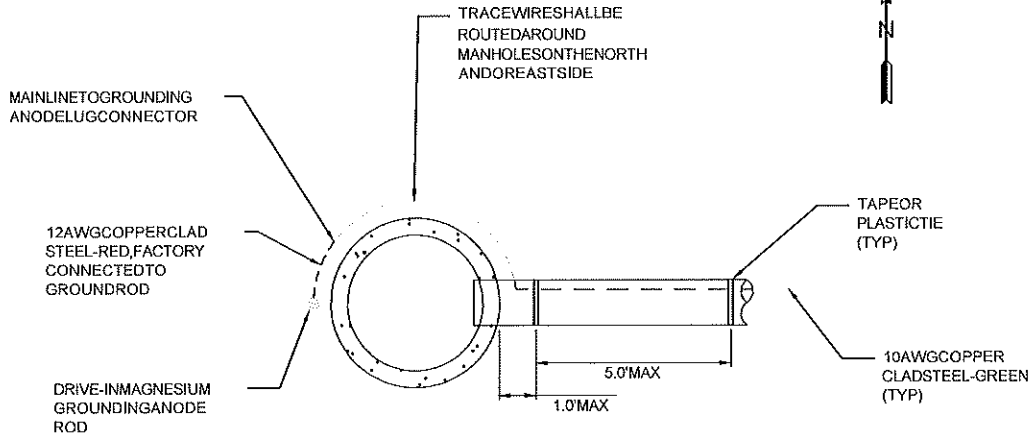
MICHIGAN RURAL WATER ASSOCIATION
STANDARD DETAIL

TRACE WIRE
SAMPLE SEWER PLAN



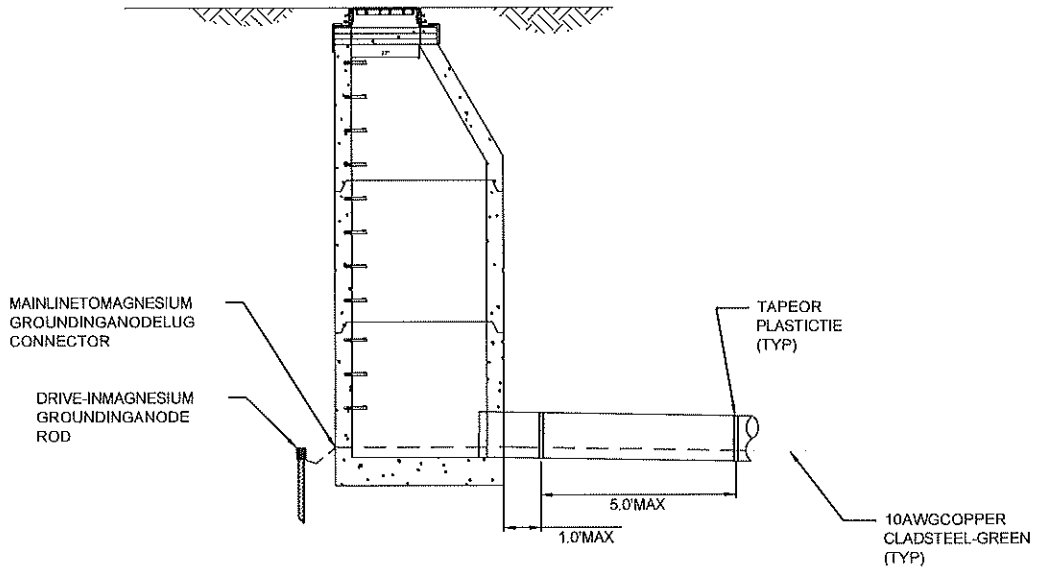
MICHIGAN RURAL WATER ASSOCIATION
STANDARD DETAIL

TRACEWIRE
SEWERSERVICE DETAIL



SEWERMANHOLE-PLANVIEW

NO SCALE



SEWERMANHOLE-SECTIONVIEW

NO SCALE

MICHIGAN RURAL WATER ASSOCIATION
STANDARD DETAIL

TRACEWIRE
SEWERMANHOLE DETAIL

May 28, 2014



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

DESCRIPTION

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

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

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

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

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

CONSTRUCTION INFLUENCE AREA (CIA)

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

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

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

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

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

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

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

TRAFFIC RESTRICTIONS

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

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

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

MEASUREMENT AND PAYMENT

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

PAY ITEM

Traffic Control

PAY UNIT

Lump Sum (LS)

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

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

TECHNICAL SPECIFICATIONS
for
POTENTIAL RESTORATION
ADDITION TO CONTRACT

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

DESCRIPTION

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

CONSTRUCTION

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

The material to be used for HMA, Repair shall be:
HMA, 13A, placed in a maximum of 220 lbs./Syd per lift until it matches the existing pavement thickness.

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

MEASUREMENT AND PAYMENT

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

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

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

DESCRIPTION

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

CONSTRUCTION METHODS

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

The material to be used for Sidewalk shall be:

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

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

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

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

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

MEASUREMENT AND PAYMENT

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

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

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

DESCRIPTION

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

MATERIALS

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

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

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

CONSTRUCTION METHOD

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

Standard Seeding:

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

Hydroseeding:

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

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

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

Maintenance:

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

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

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

MEASUREMENT AND PAYMENT

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

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

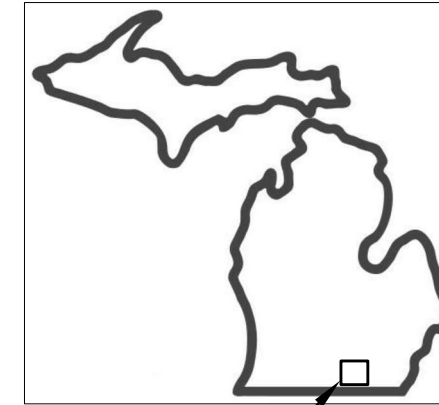
Repairs made to damaged turf establishment areas as a result of a documented storm by a local meteorological data resulting in rainfall amounts of more than 3 inches in a 24 hr. period will be paid for as an increase to the original quantities as described in subsection 109.07 of the Standard Specifications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

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



CITY OF HILLSDALE

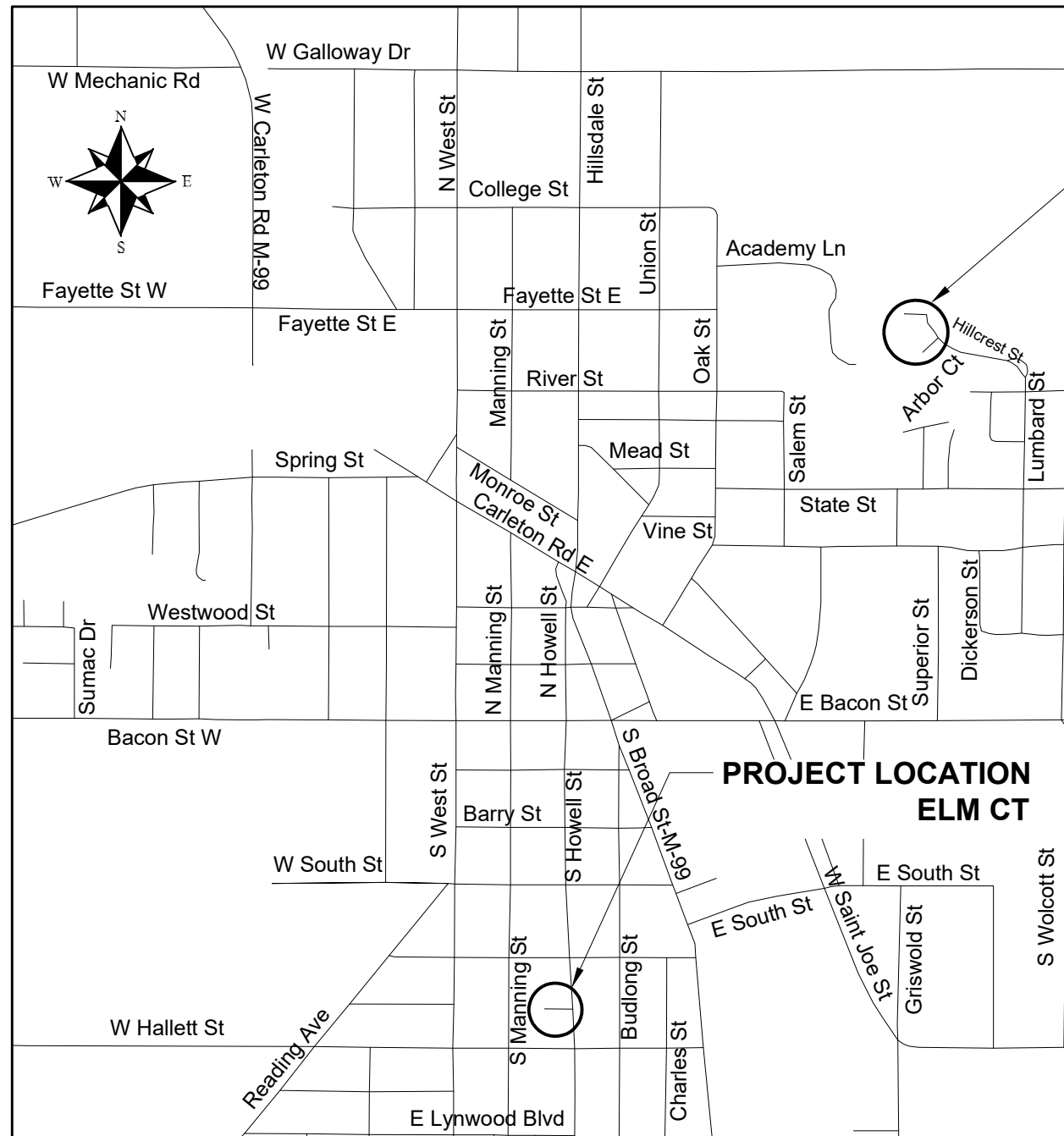
ELM COURT AND ARBOR COURT WATER MAIN AND SEWER IMPROVEMENTS



SITE LOCATION

PROJECT LOCATION
ARBOR CT

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



AREA MAP
NOT TO SCALE

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

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)



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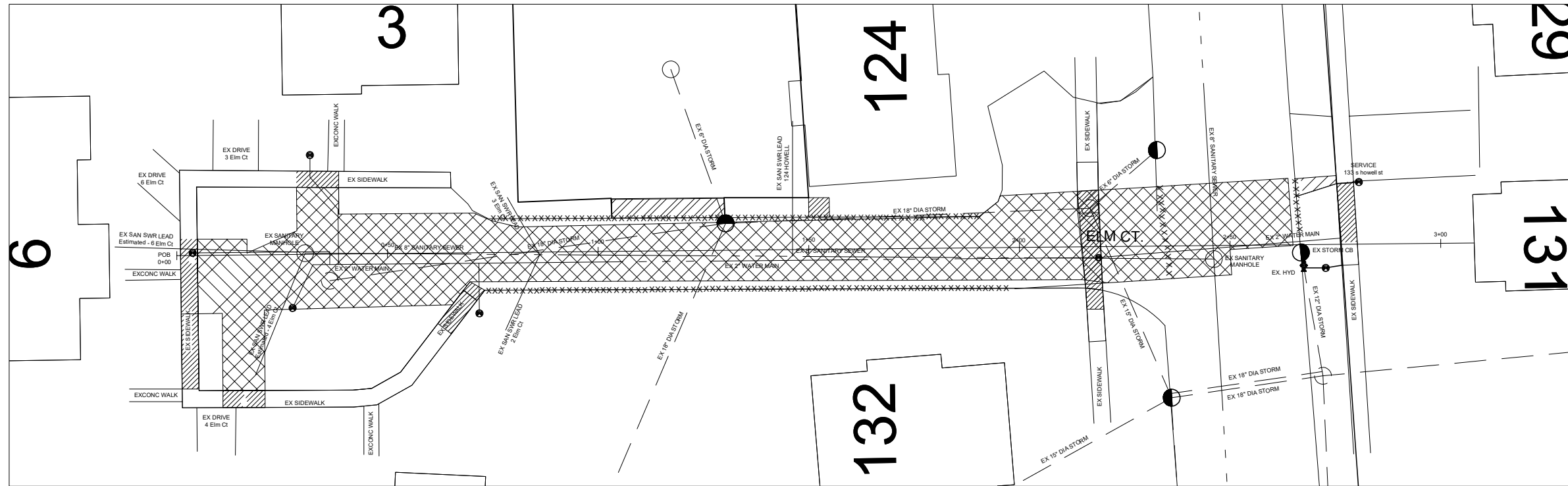
REVISIONS	DATE

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

TITLE SHEET

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

DRAWING NO.
CS



CONSTRUCTION NOTES:

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

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

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

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


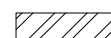
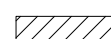
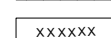
SALVAGE: THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THE CITY DOES NOT WANT WILL BE BECOME PROPERTY OF THE CONTRACTOR.

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

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

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

REMOVAL LEGEND

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

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

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



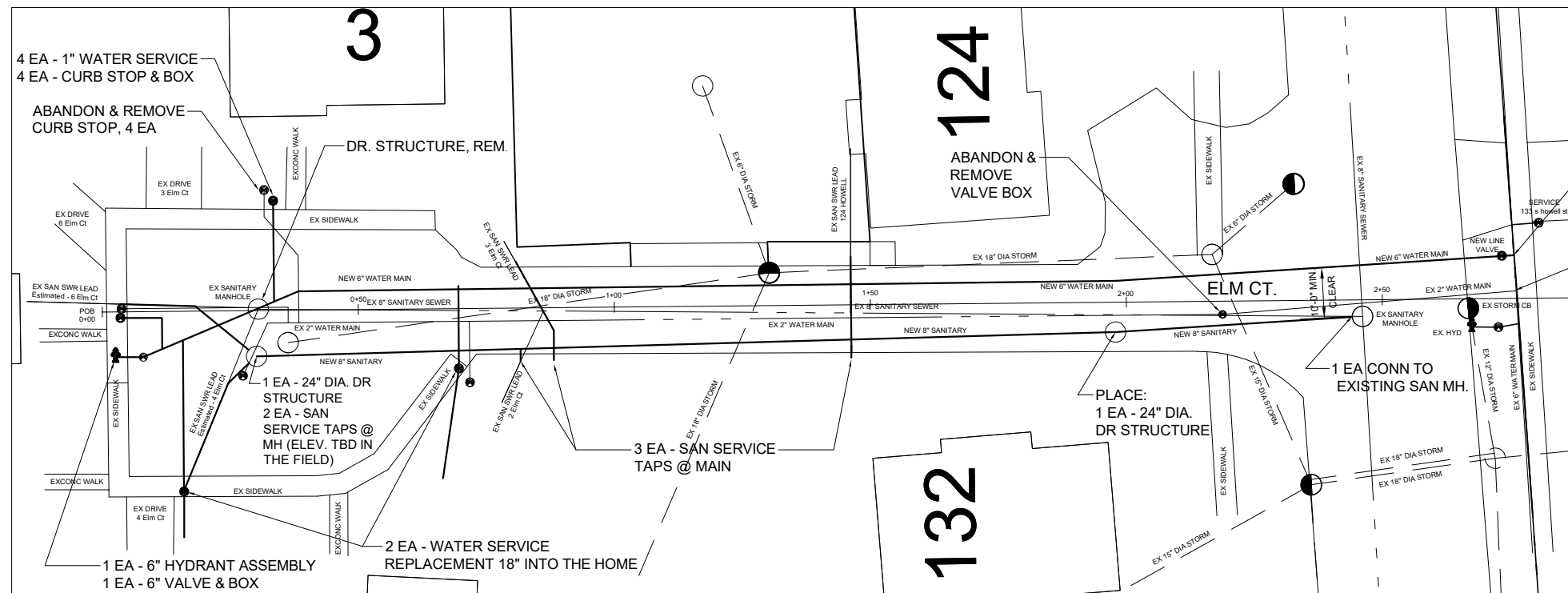
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HILLSDALE, MI 49242

REVISIONS	DATE

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

SCALE		
1" = 30'		
	NAME	DATE
DESIGNED	KLB	3/5/21
DRAWN	KLB	3/5/21
CHECKED	ELH	3/5/21

DRAWING NO.
C1



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

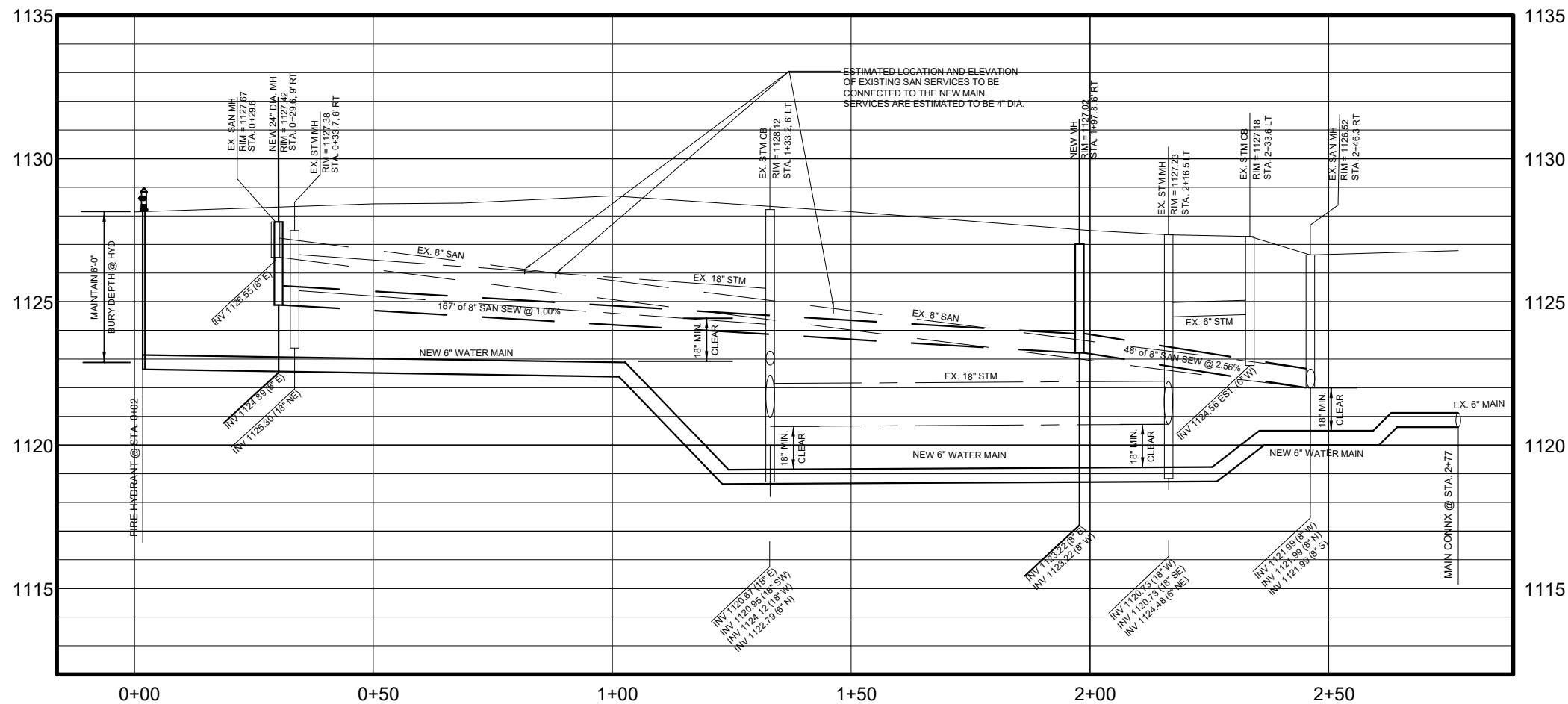
DISCONNECT EX W.M.

PLACE:
 1 EA - 24" DIA.
 DR STRUCTURE



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REVISIONS	DATE



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

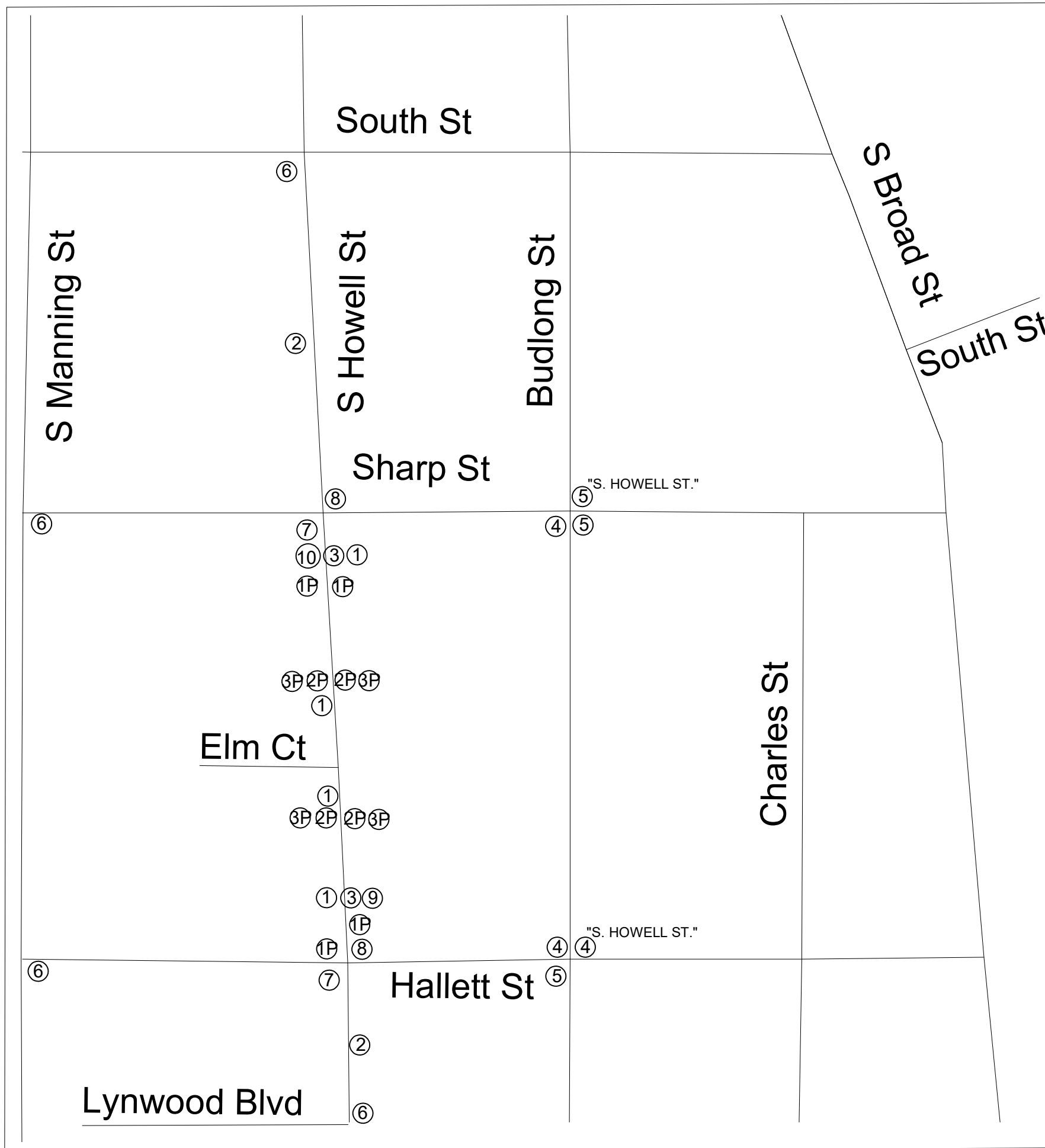
SCALE:
 VERT: 1" = 5' HORIZ: 1" = 30'

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

DRAWING NO.

C2

REFER TO C8 FOR TYPICAL
 CONSTRUCTION DETAILS.



TRAFFIC CONTROL KEY

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

PEDESTRIAN KEY

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

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

PROJECT NOTES

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

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



CITY OF HILLSDALE

HILLSDALE, MI

ELM COURT

WATER & SEWER IMPROVEMENTS

ELM COURT TRAFFIC CONTROL

SCALE:
NTS

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

DRAWING NO.

C3



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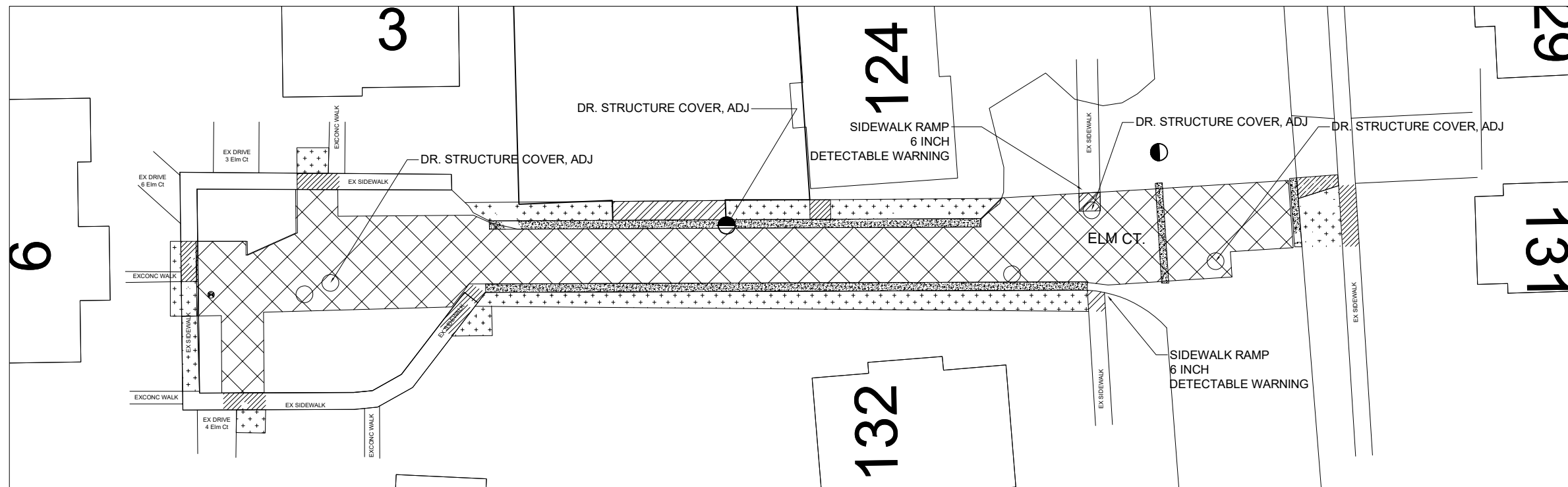
REVISIONS	DATE

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

SCALE
 1" = 30'

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

DRAWING NO.
C4



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

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

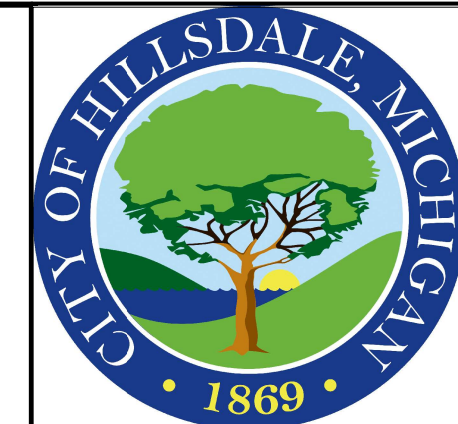
RESTORATION LEGEND

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

RESTORATION QUANTITIES - ELM CT

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

REFER TO C8 FOR TYPICAL
 CONSTRUCTION DETAILS.



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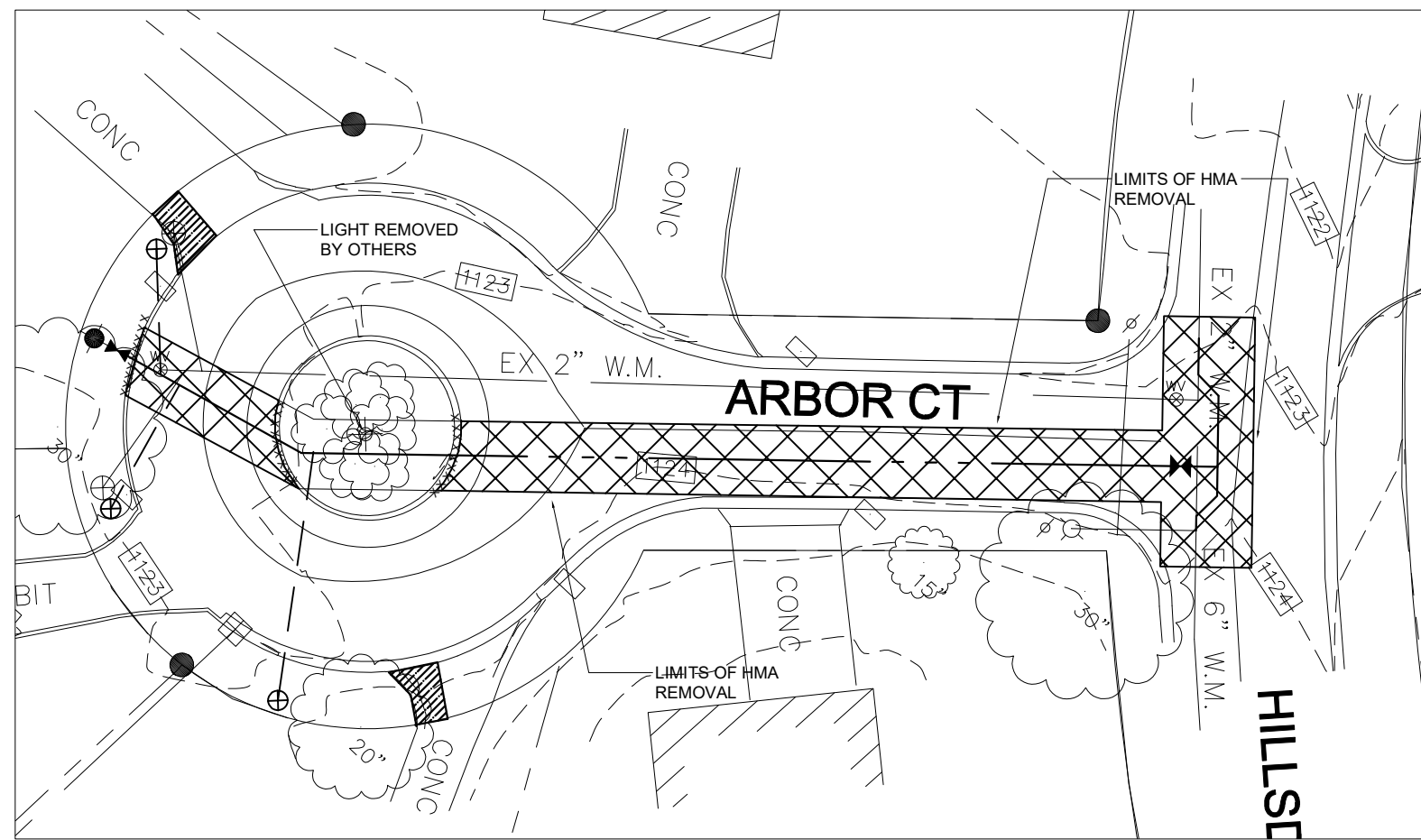
REVISIONS	DATE

CITY OF HILLSDALE
 HILLSDALE, MI
 ARBOR COURT
 WATER IMPROVEMENTS
 REMOVALS

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

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

DRAWING NO.
C5

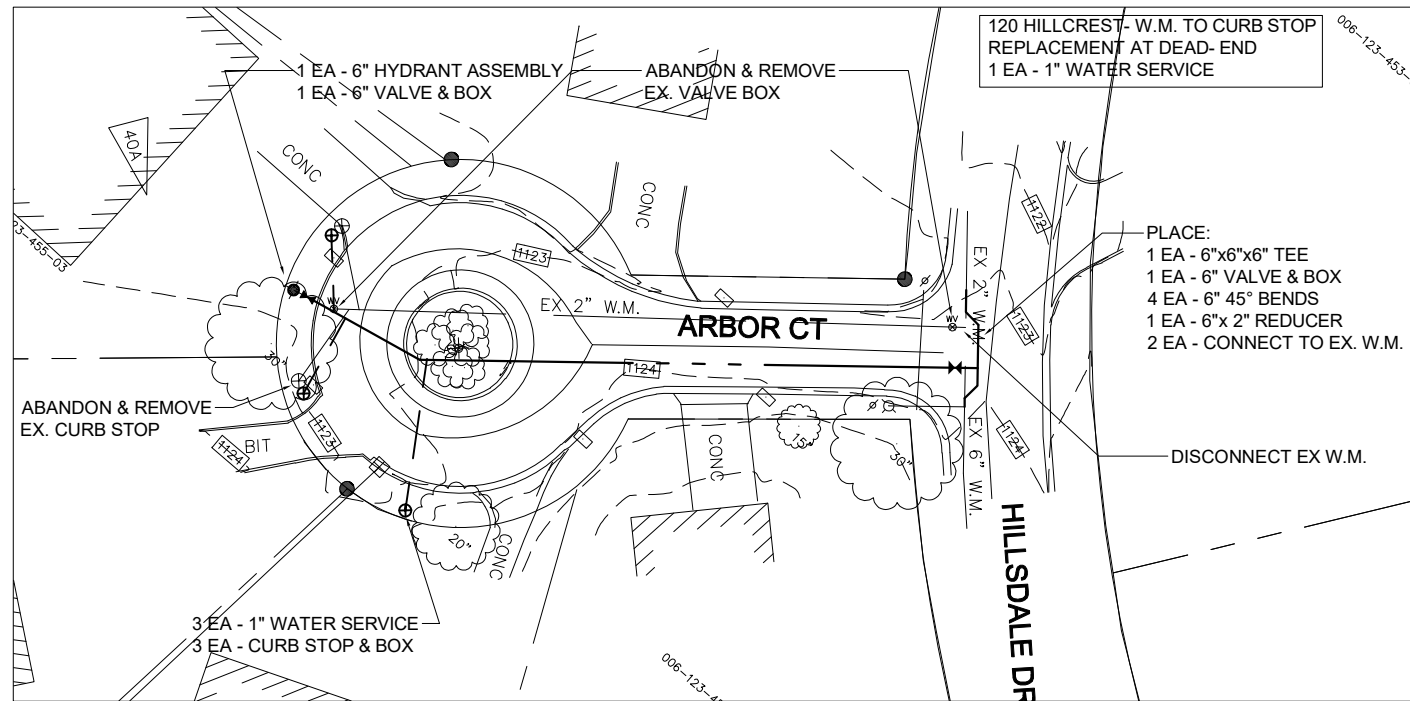


REMOVAL LEGEND

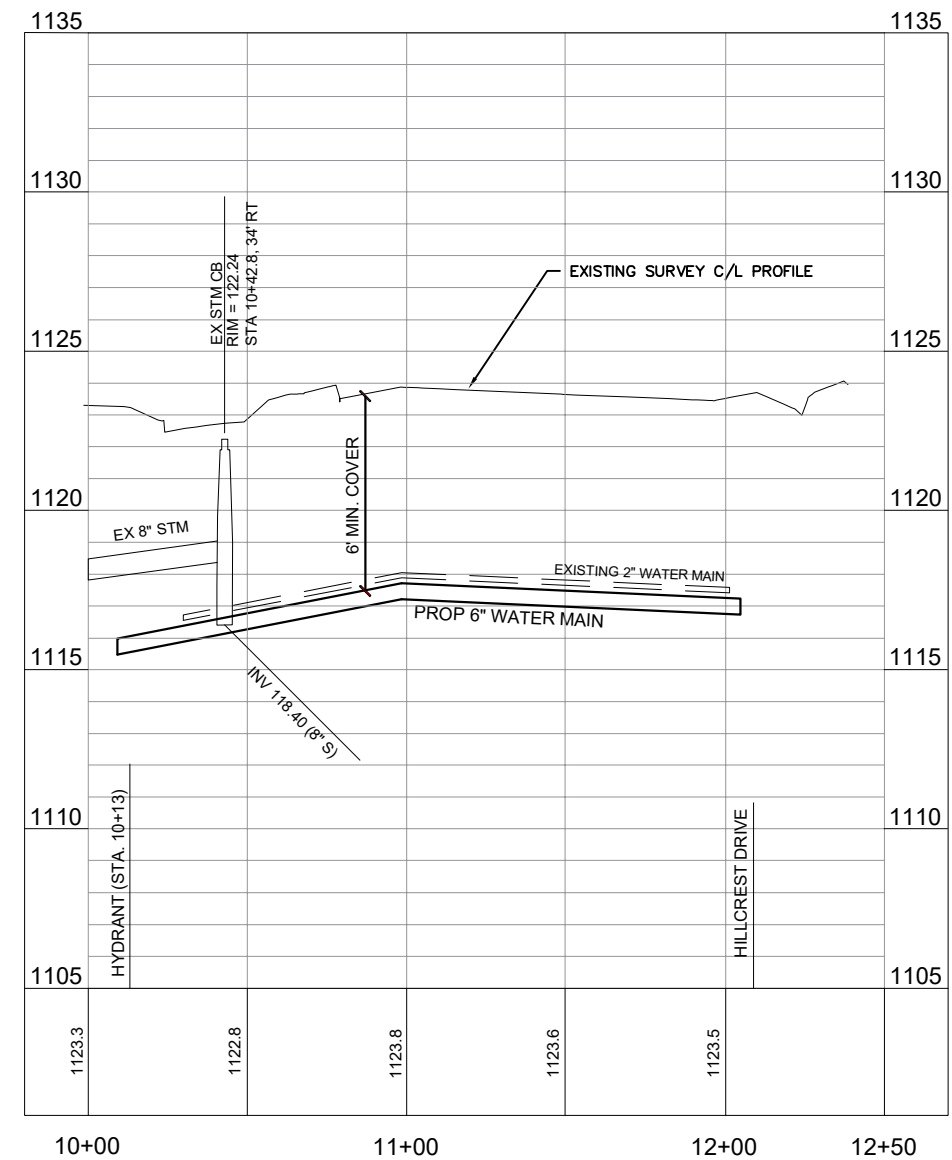
	HMA, REM
	PAVT, REM
	CURB & GUTTER, REM

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

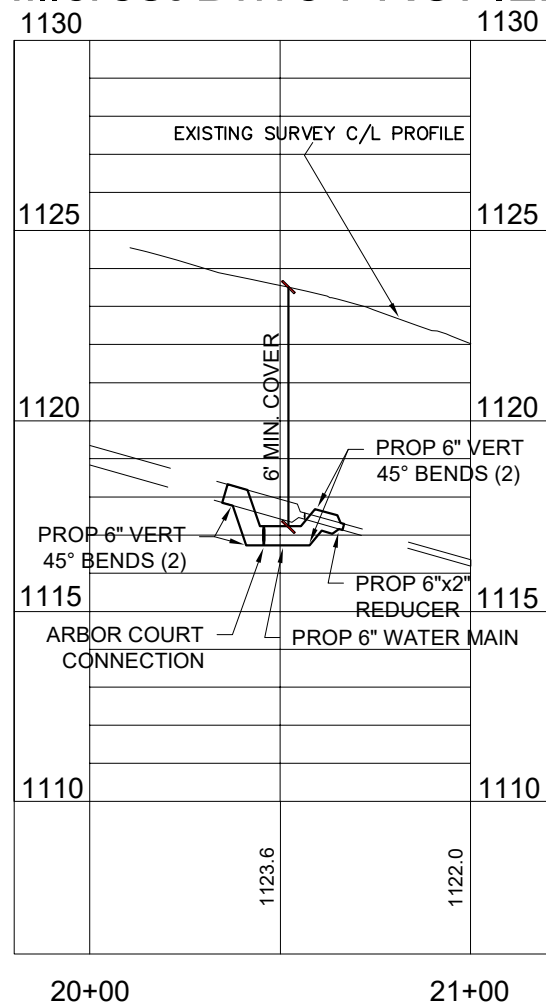
REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



Arbor Ct PROFILE



Hillcrest Drive PROFILE



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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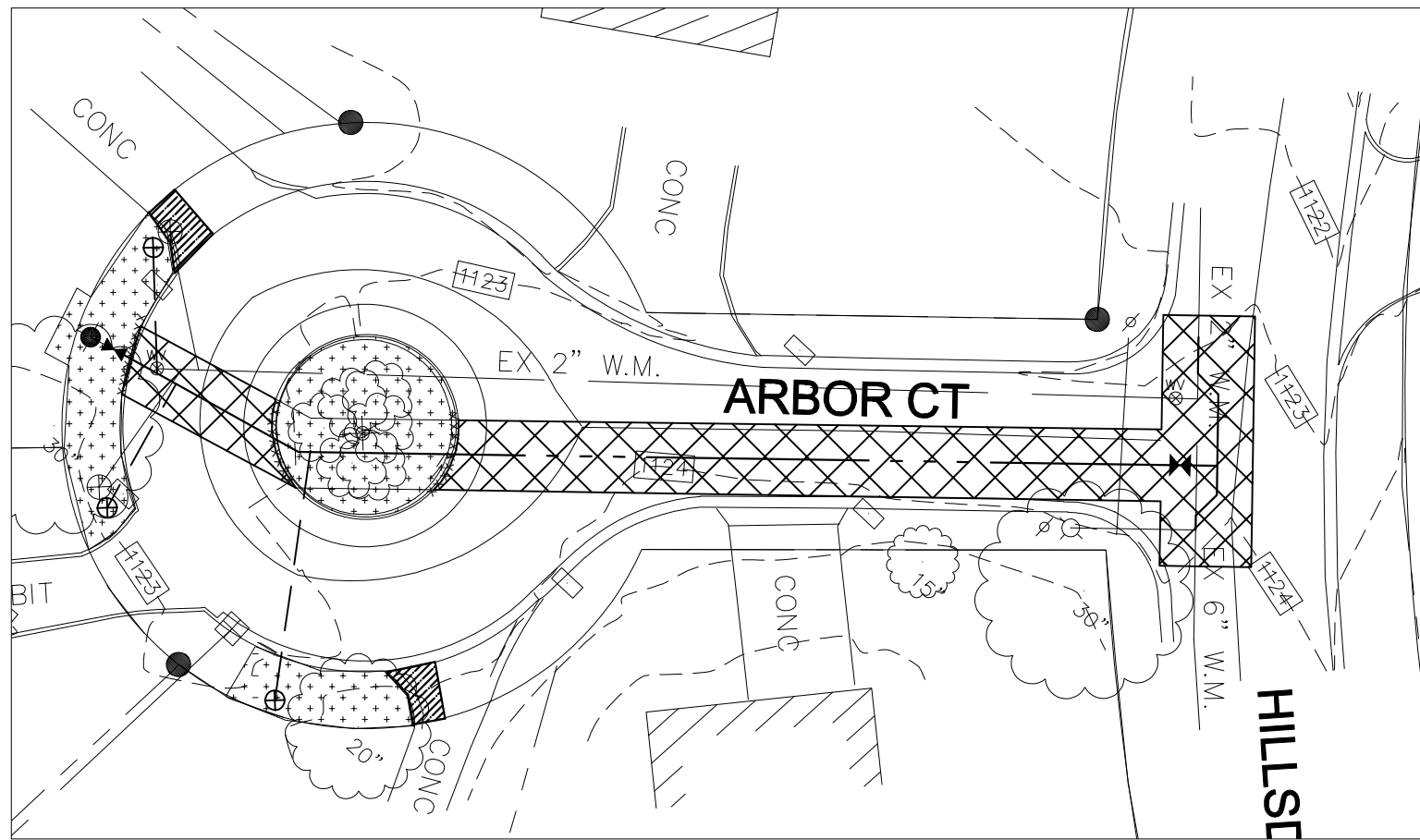
REVISIONS	DATE

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

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

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

DRAWING NO.
C6



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

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

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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REVISIONS	DATE

CITY OF HILLSDALE
 HILLSDALE, MI
 ARBOR COURT
 WATER IMPROVEMENTS

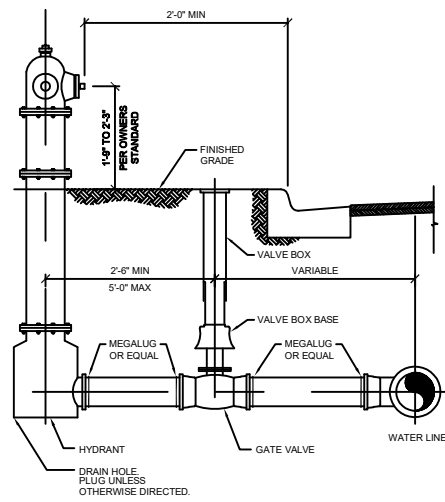
POTENTIAL RESTORATION
 ADDITION TO CONTRACT

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

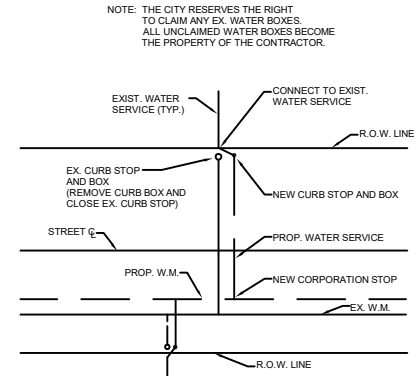
	NAME	DATE
DESIGNED	KLB	3/5/21
DRAWN	KLB	3/5/21
CHECKED	ELH	3/5/21

DRAWING NO.

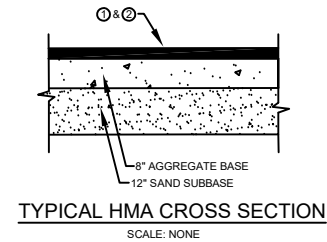
C7



HYDRANT ASSEMBLY
NOT TO SCALE



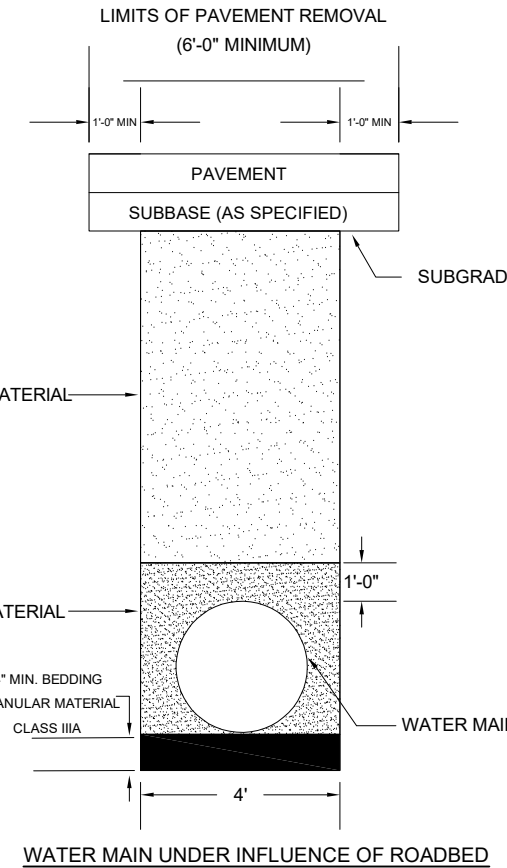
WATER SERVICE CONNECTION DETAIL
NOT TO SCALE



TYPICAL HMA CROSS SECTION
SCALE: NONE

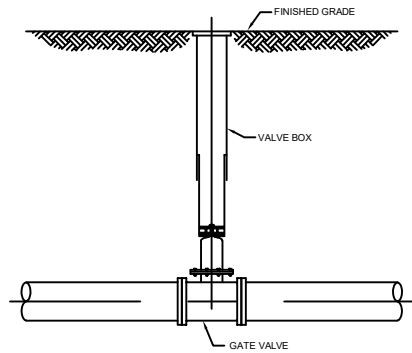
HMA APPLICATION TABLE						
COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	BASE	HMA, 13A	220 LBS/SYD	PG 58-28	-	
②	SURFACE	HMA, 36A	220 LBS/SYD	PG 58-28	220	

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

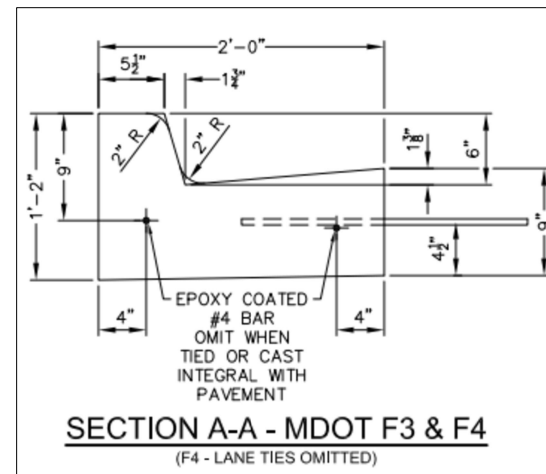


SEWER UNDER INFLUENCE OF ROADBED
NOT TO SCALE

WATER MAIN UNDER INFLUENCE OF ROADBED
NOT TO SCALE

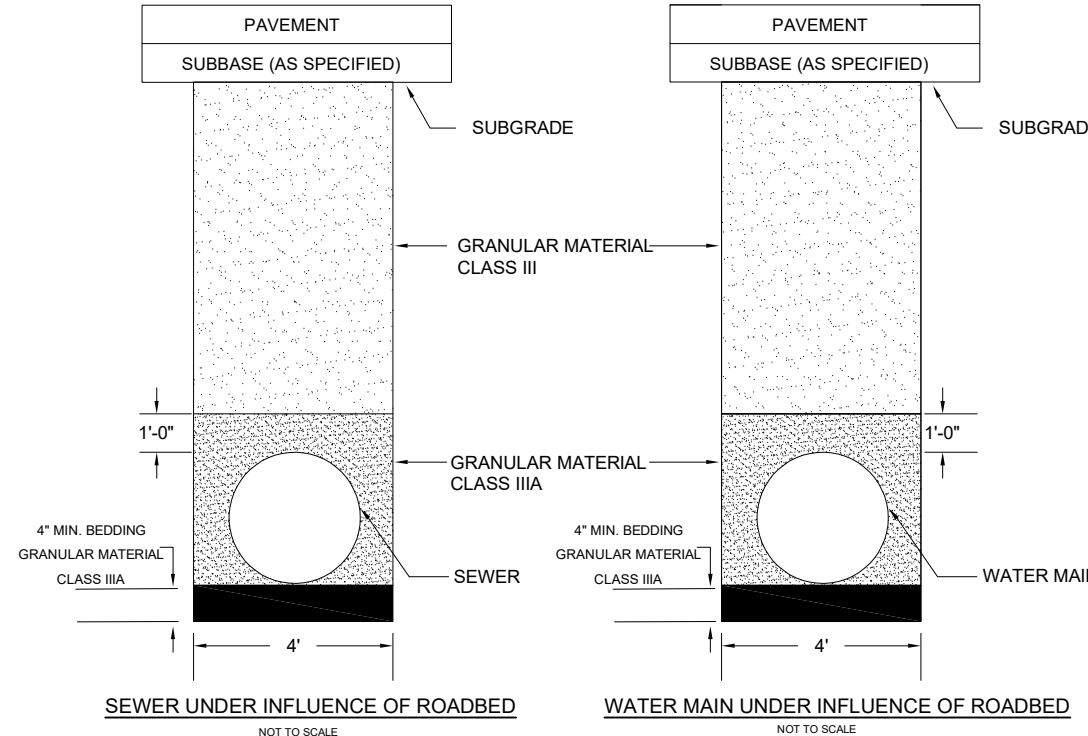


GATE VALVE DETAIL
NOT TO SCALE



SECTION A-A - MDOT F3 & F4
(F4 - LANE TIES OMITTED)

TYPICAL F-4 CURB DETAIL
NOT TO SCALE



SEWER UNDER INFLUENCE OF ROADBED
NOT TO SCALE

WATER MAIN UNDER INFLUENCE OF ROADBED
NOT TO SCALE



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REVISIONS	DATE

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

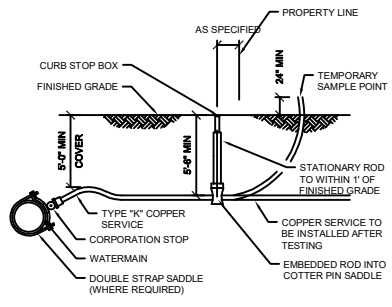
SCALE		
NOT TO SCALE		
	NAME	DATE
DESIGNED	KLB	3/5/21
DRAWN	KLB	3/5/21
CHECKED	ELH	3/5/21

DRAWING NO.
C8

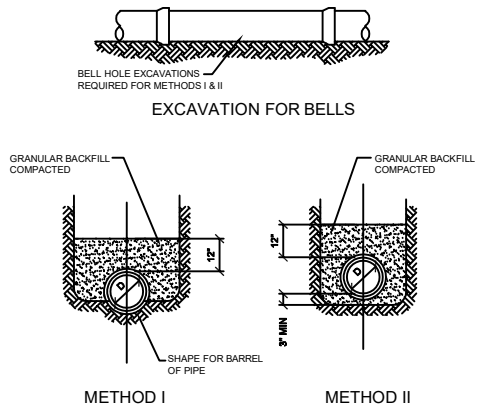
PUBLIC UTILITIES: THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

- 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: CHAD CULBERT
cculbert@hillsdalebpu.com
- CABLE TELEVISION:** COMCAST
16718 US 12
CEMENT CITY, MI 49233
P - 517-252-5238
ATTN: JIM NEWBY
jim_newby@cable.comcast.com
- TELEPHONE:** AT&T
1041 HURST ROAD
JACKSON, MI 49201
P - 517-750-0660
ATTN: KAREN TRUDGEN
karen.m.trudgen@att.com
- WATER/SEWER:** CITY OF HILLSDALE BPU
45 MONROE STREET
HILLSDALE, MI 49242
P - 517-437-6412
ATTN: BILL BRIGGS
bbriggs@hillsdalebpu.com
- PUBLIC WORKS:** CITY OF HILLSDALE
149 WATER WORKS AVE
HILLSDALE, MI 49242
517-437-6491
ATTN: JAKE HAMMEL
jhammel@cityofhillsdale.org

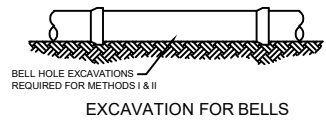
THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.



COPPER SERVICE LEAD CONNECTION/SAMPLE POINT
NOT TO SCALE



METHODS OF BEDDING PRESSURE PIPE
NOT TO SCALE



EXCAVATION FOR BELLS



Date: March 16, 2021

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

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

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

The following attachments are issued with this addendum.

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

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

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

CONTRACT CLARIFICATIONS:

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

DROP-OFF INFORMATION:

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

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

PROPOSAL:

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

Arbor Court – Water Main Construction (Base Bid)

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

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

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

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

Sanitary Conn to Existing MH	1	EA		
Traffic Control	1	LS		
GRAND TOTAL:				

Elm Court – Restoration (Contract Addition)

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

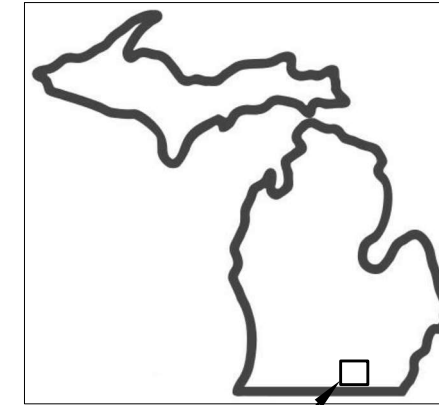
CITY/STATE/ZIP _____ TELEPHONE _____

EMAIL _____ DATE _____



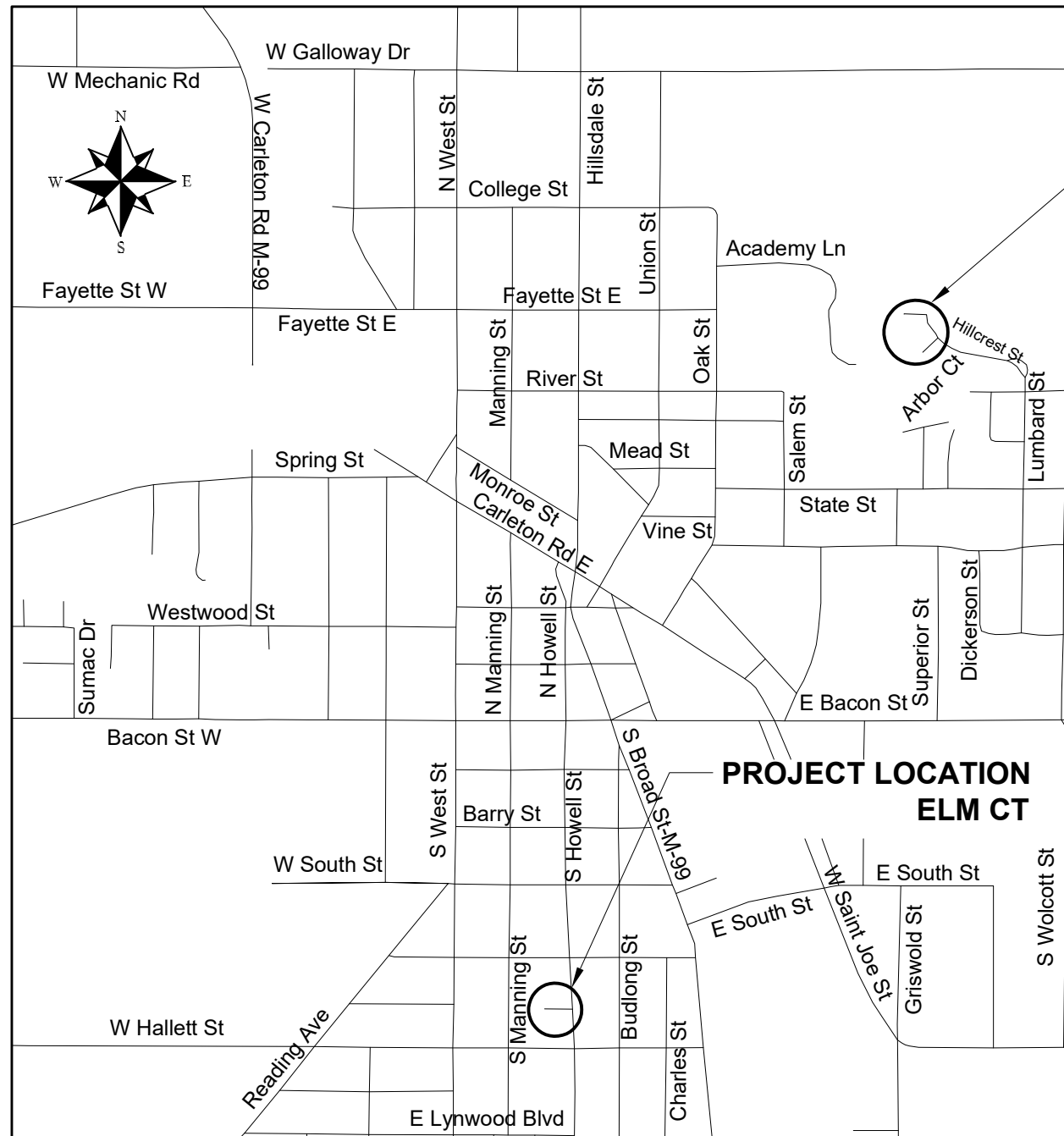
CITY OF HILLSDALE

ELM COURT AND ARBOR COURT WATER MAIN AND SEWER IMPROVEMENTS



SITE LOCATION

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
ARBOR CT

PROJECT LOCATION
ELM CT

AREA MAP
NOT TO SCALE

REFERENCES TO SPECIFICATIONS:

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

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

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



The City of
HILLSDALE
MICHIGAN
BPU
Board of Public Utilities

45 MONROE ST.
HILLSDALE, MI 49242

REVISIONS	DATE
△ ADDENDUM #1	3/16/21

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

TITLE SHEET

SCALE
NTS

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

DRAWING NO.

CS



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

REVISIONS	DATE
△ ADDENDUM #1	3/16/21

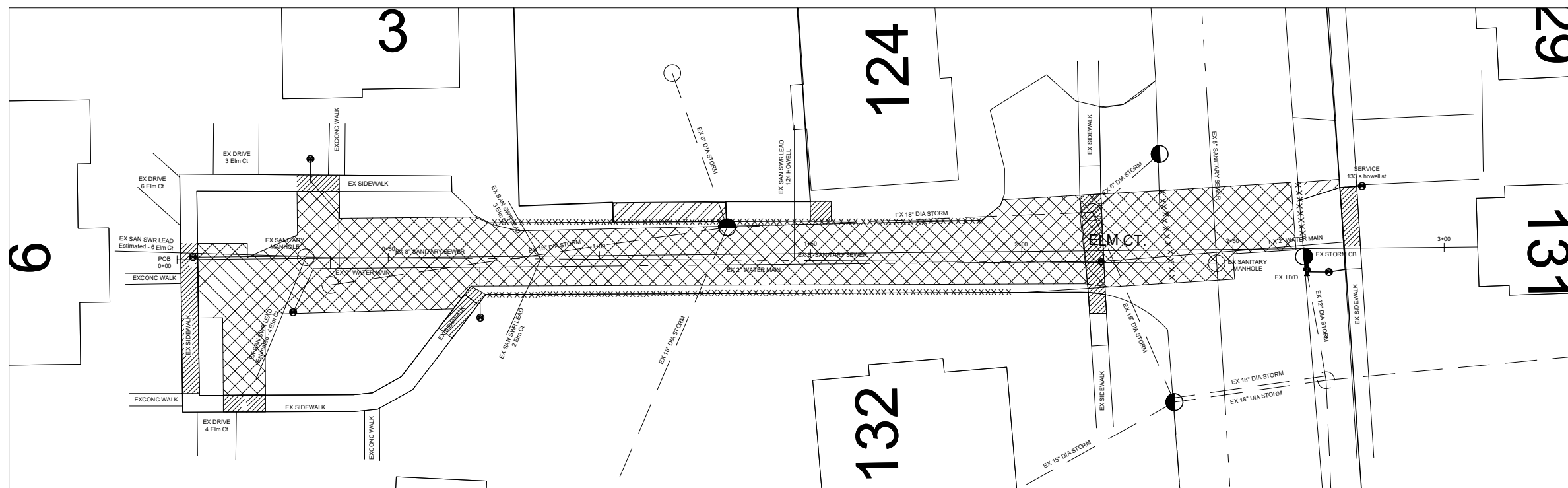
CITY OF HILLSDALE
 HILLSDALE, MI
 ELM COURT
 WATER & SEWER IMPROVEMENTS

REMOVALS AND NOTES

SCALE
 1" = 30'

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

DRAWING NO.
C1



CONSTRUCTION NOTES:

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

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

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

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

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

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

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

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

REMOVAL LEGEND

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

PROJECT QUANTITIES - ELM CT

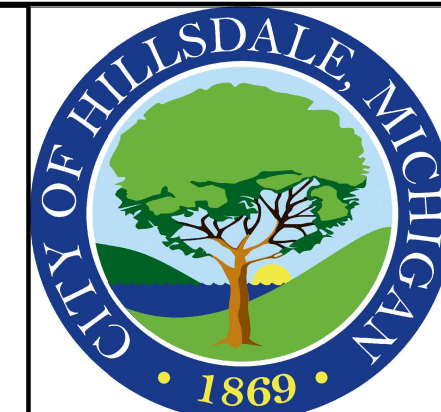
QUANTITY	UNIT	DESCRIPTION
60	SY	SIDEWALK, REM
530	SY	HMA SURFACE, REM
20	SY	PAVT, REM
275	LF	CURB & GUTTER, REM
1	EA	DR STRUCTURE, REM
1	EA	ABANDON & REMOVE EXISTING VALVE BOX
4	EA	ABANDON & REMOVE EXISTING CURB STOP
1	EA	DISCONNECT EXISTING 2" MAIN
280	LF	WATER MAIN, DI, 6 INCH, TR DET G
2	EA	GATE VALVE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

1

1

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

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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

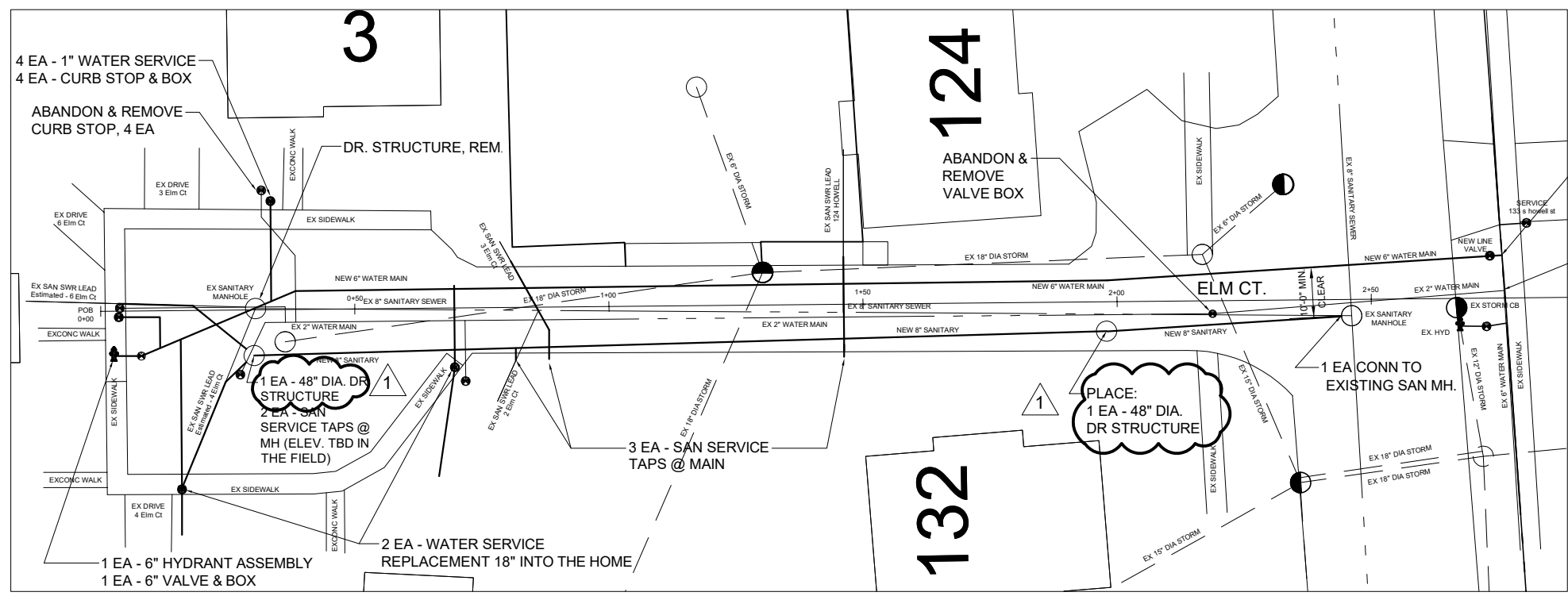
REVISIONS	DATE
△ ADDENDUM #1	3/16/21

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

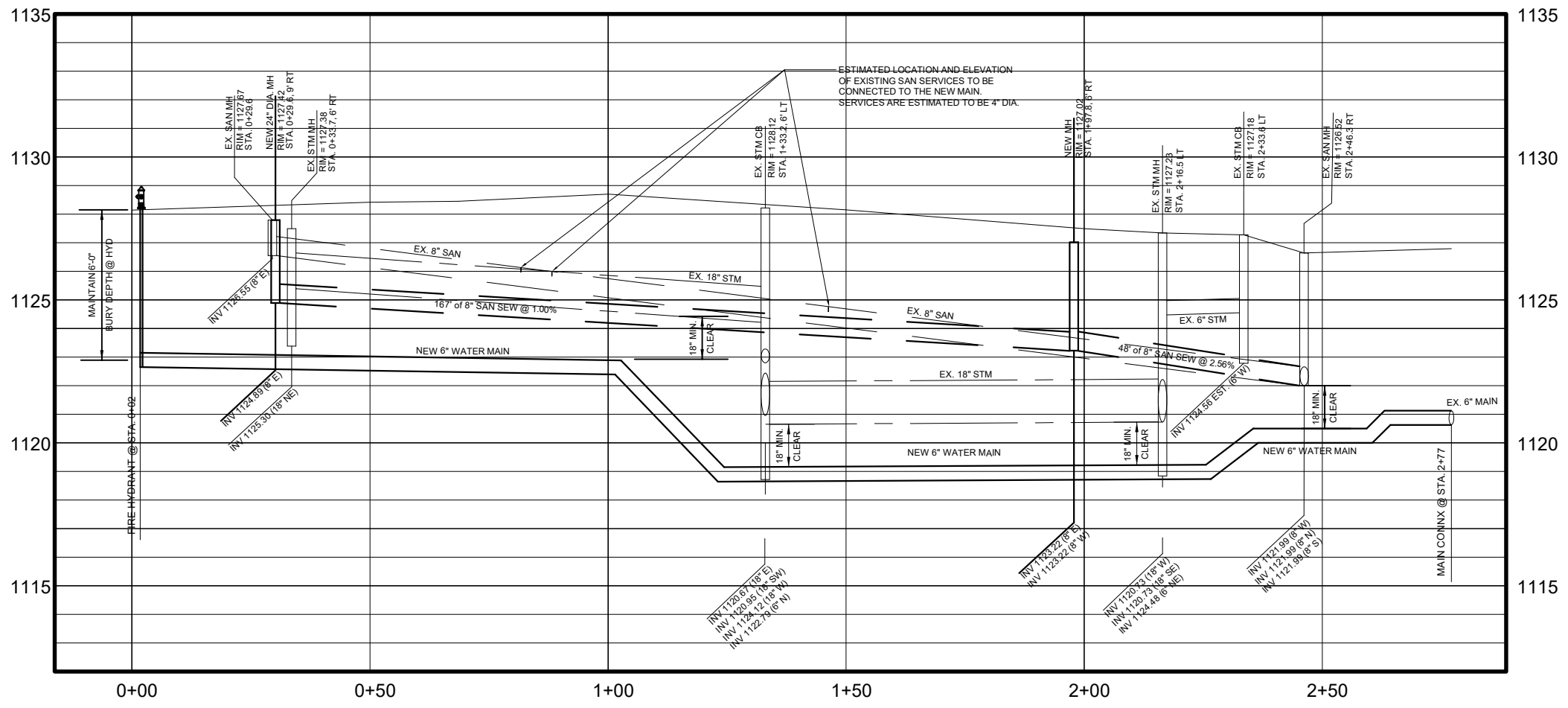
SCALE:
VERT: 1" = 5' HORIZ: 1" = 30'

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

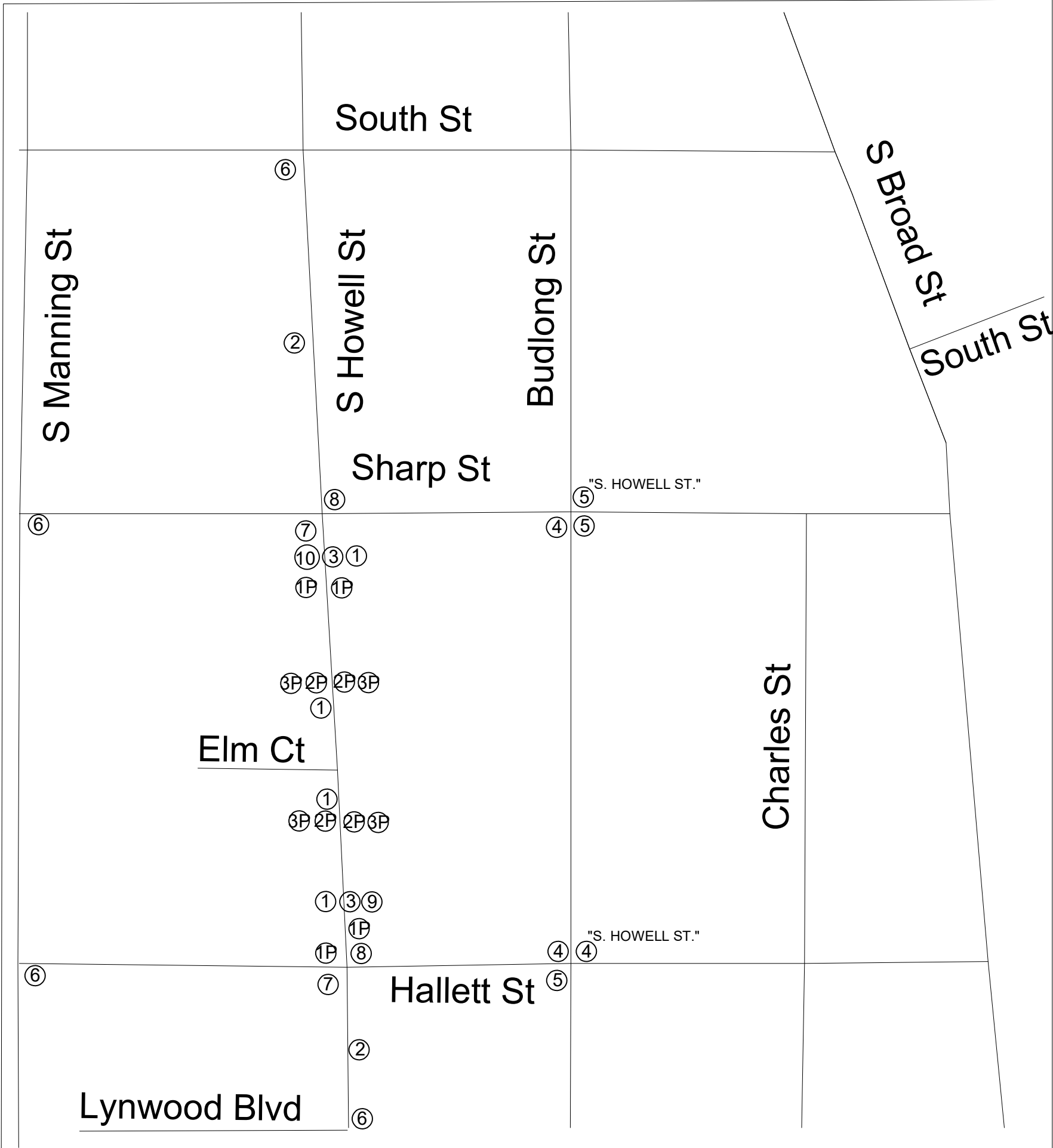
DRAWING NO.
C2



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



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



TRAFFIC CONTROL KEY

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

PEDESTRIAN KEY

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

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

PROJECT NOTES

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

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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

SCALE:
NTS

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

DRAWING NO.
C3



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

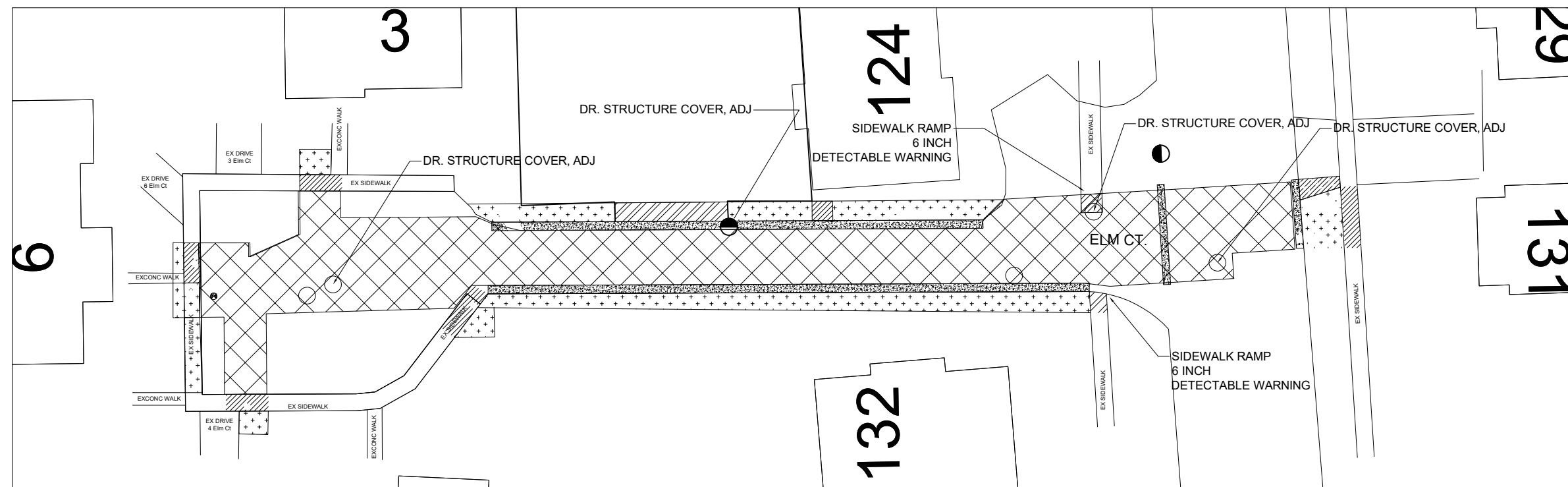
REVISIONS	DATE
△ ADDENDUM #1	3/16/21

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

SCALE
1" = 30'

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

DRAWING NO.
C4



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

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

RESTORATION LEGEND

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

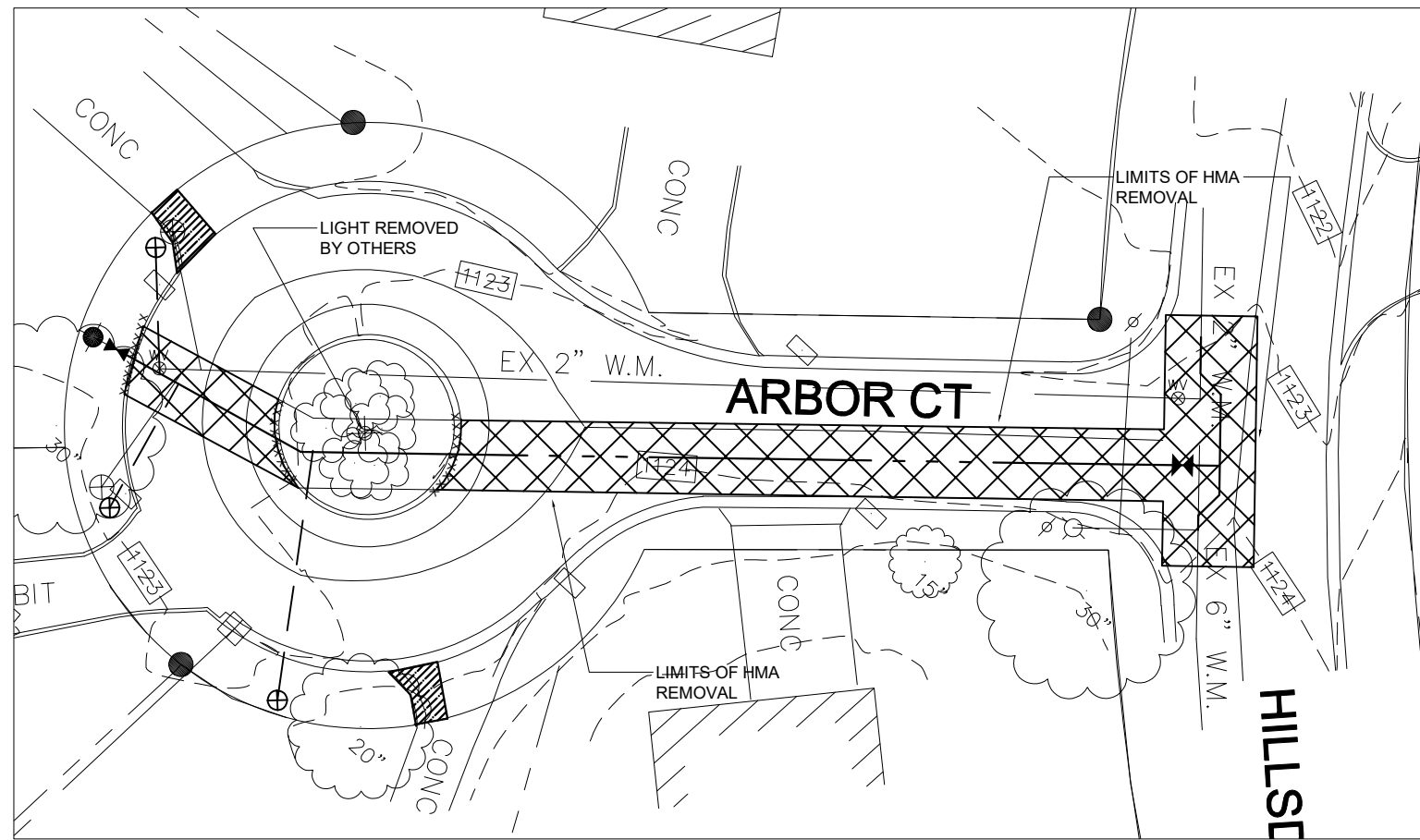
RESTORATION QUANTITIES - ELM CT

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


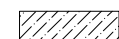
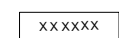
NOTE: HMA RESTORATION SHOULD BE LIMITED, IN THIS BID, TO THE TRENCH AREAS.



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



REMOVAL LEGEND

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

PROJECT QUANTITIES - ARBOR CT

QUANTITY	UNIT	DESCRIPTION
45	LF	CURB & GUTTER, REM
275	SY	HMA SURFACE, REM
15	SY	PAVT, REM
2	EA	ABANDON& REMOVE EXISTING VALVE BOX
3	EA	ABANDON& REMOVE EXISTING CURB STOP
1	EA	DISCONNECT EXISTING 2" MAIN
230	LF	WATER MAIN, DI, 6 INCH, TR DET G
2	EA	GATE VALVE & BOX, 6"
1	EA	6"X6"X6" TEE
4	EA	6" 45 DEG. BENDS
1	EA	6"X2" REDUCER
1	EA	FIRE HYDRANT ASSEMBLY
2	EA	CONNECT TO EXISTING MAIN
4	EA	WATER SERVICE WITH CURB STOP BOX (MAIN TO CURB STOP)
1	EA	LEAD SERVICE LINE REPLACEMENT (CURB STOP TO 18" INTO HOME)
1	LS	TRAFFIC CONTROL
1	EA	4" LINE VALVE REPLACEMENT (AT LUMBARD STREET AND ORCHARD RIDGE INTERSECTION, EAST SIDE OF LUMBARD)
1	EA	6" LINE VALVE REPLACEMENT (ON HILLCREST DR. 15' NORTH OF RIVER STREET)

1

REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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

REVISIONS	DATE
△ ADDENDUM #1	3/16/21

CITY OF HILLSDALE
HILLSDALE, MI
ARBOR COURT
WATER IMPROVEMENTS

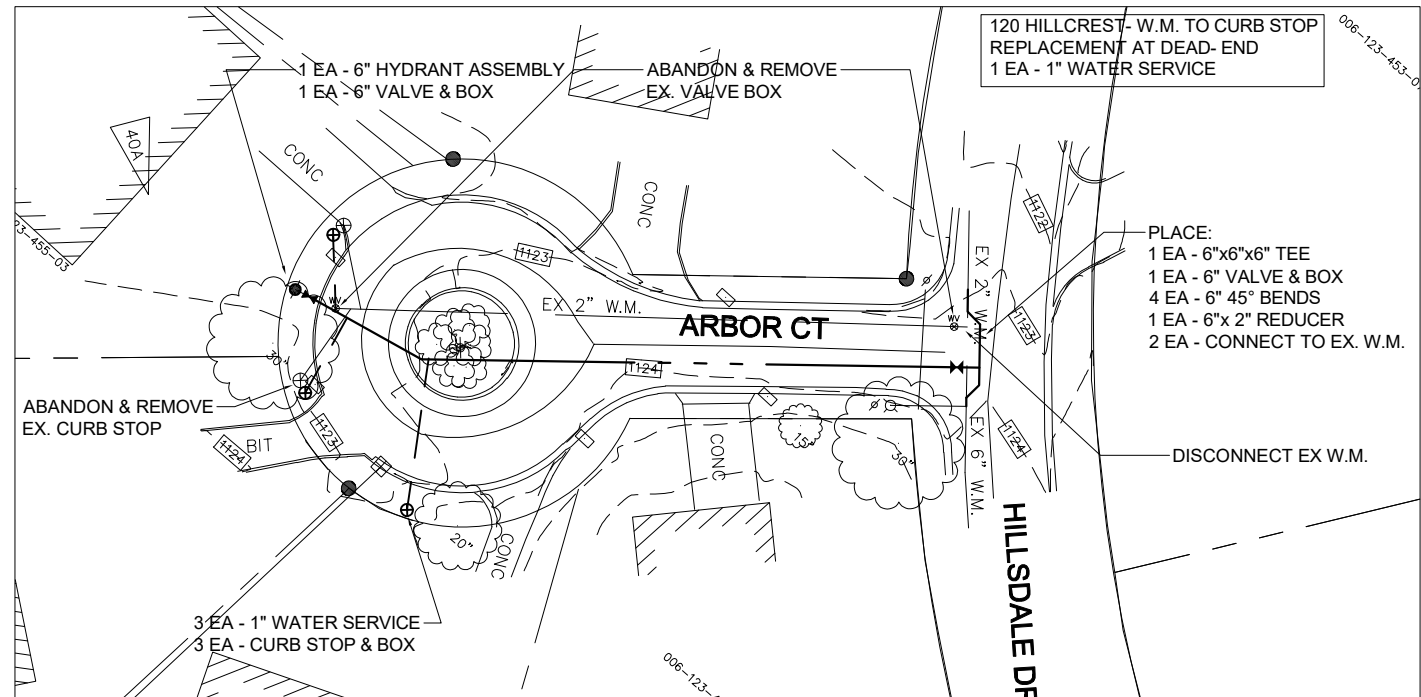
REMOVALS

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

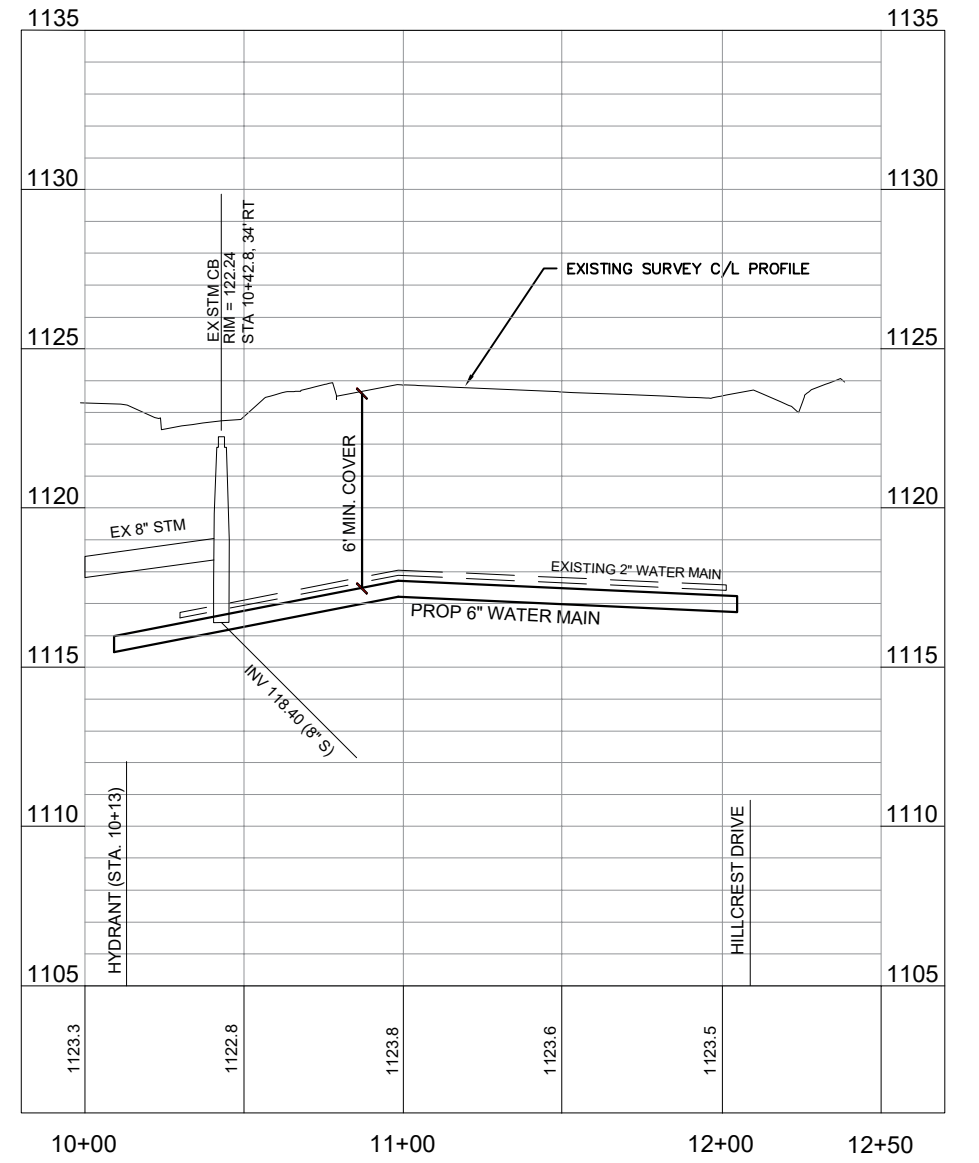
	NAME	DATE
DESIGNED	KLB	3/5/21
DRAWN	KLB	3/5/21
CHECKED	ELH	3/5/21

DRAWING NO.

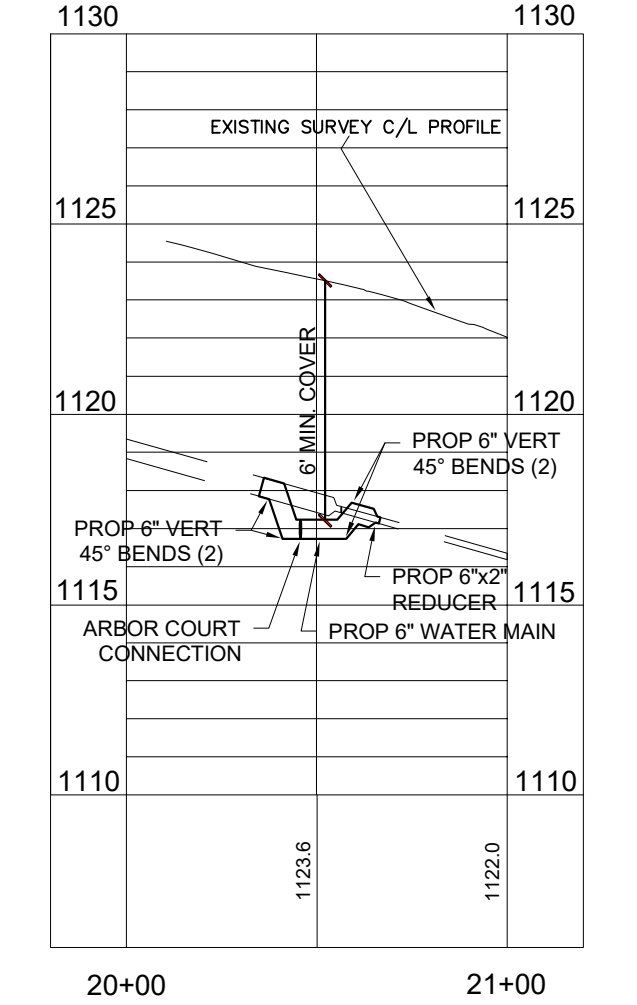
C5



Arbor Ct PROFILE



Hillcrest Drive PROFILE



REFER TO C8 FOR TYPICAL CONSTRUCTION DETAILS.



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

REVISIONS	DATE

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

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

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

DRAWING NO.
C6



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

REVISIONS	DATE
△ ADDENDUM #1	3/16/21

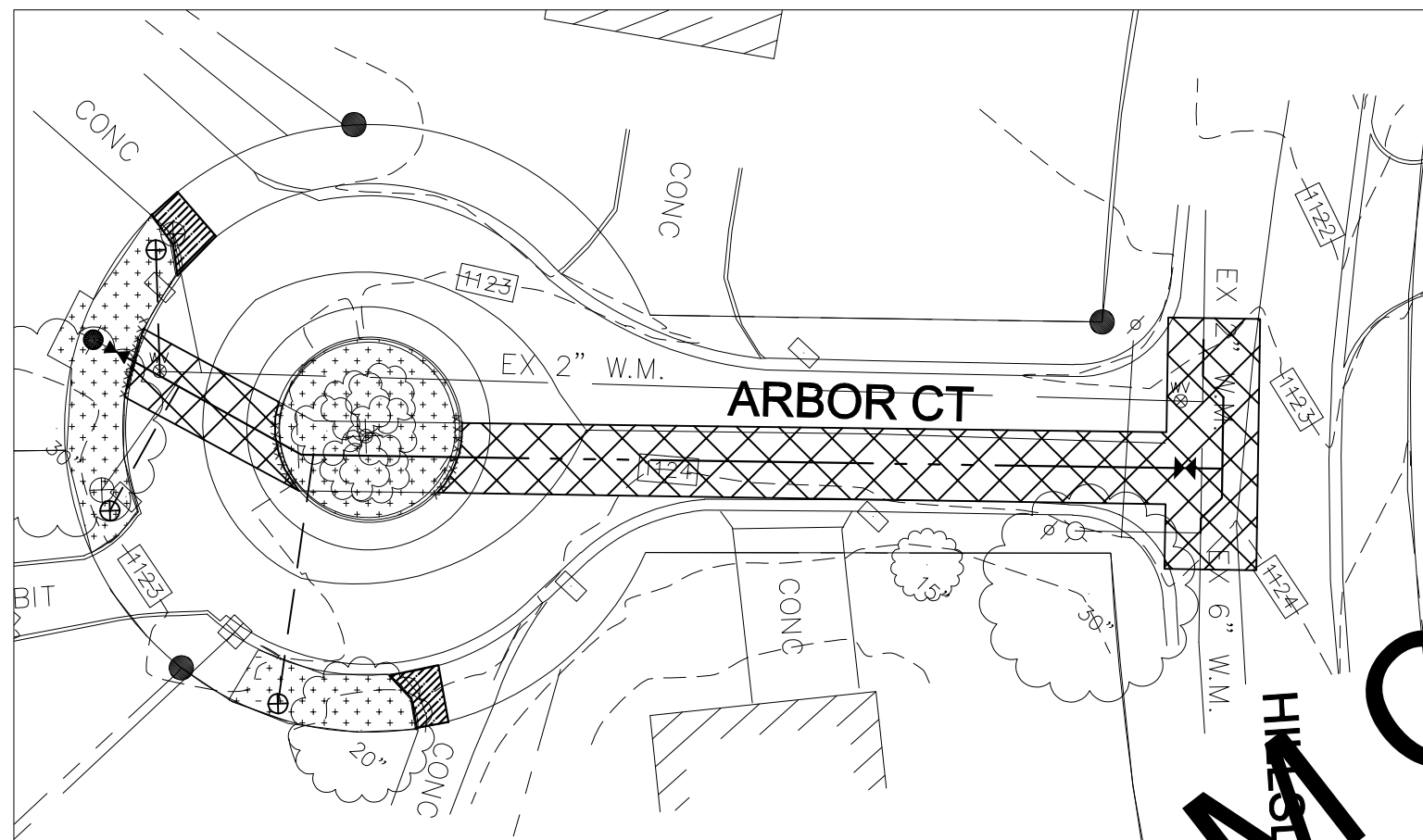
CITY OF HILLSDALE
 HILLSDALE, MI
 ARBOR COURT
 WATER IMPROVEMENTS

POTENTIAL RESTORATION
 ADDITION TO CONTRACT

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

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

DRAWING NO.
 △ **C7**



RESTORATION LEGEND

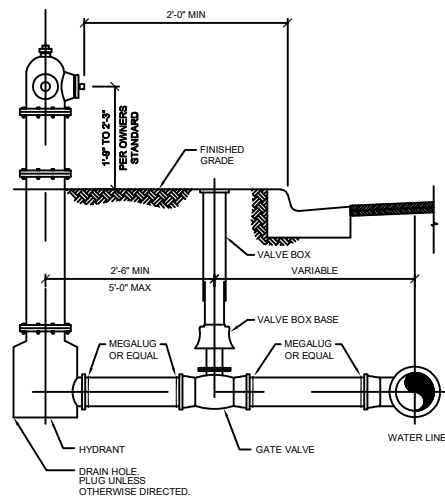
	HMA PAVEMENT
	6" SIDEWALK/ DRIVE
	CURB & GUTTER - F4
	TURF RESTORATION

RESTORATION QUANTITIES - ARBOR CT

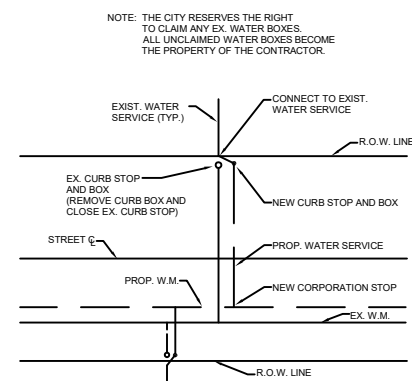
QUANTITY	UNIT	DESCRIPTION
35	TONS	HMA, 13A (220LBS/SY)
35	TONS	HMA, 36A (220LBS/SY)
45	LF	CURB & GUTTER, CONC, F4
135	SF	SIDEWALK/ DRIVE, CONC, 6 INCH
200	SY	TURF RESTORATION

REFER TO C8 FOR TYPICAL
 CONSTRUCTION DETAILS.

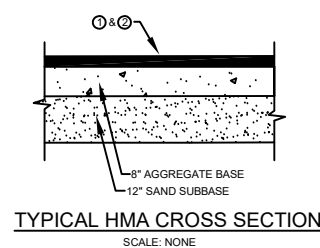
REMOVED FROM CONTRACT



HYDRANT ASSEMBLY
NOT TO SCALE



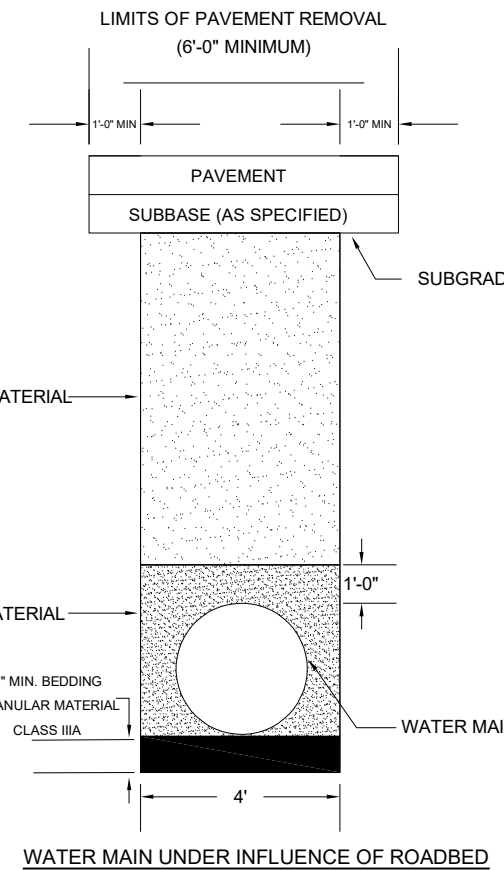
WATER SERVICE CONNECTION DETAIL
NOT TO SCALE



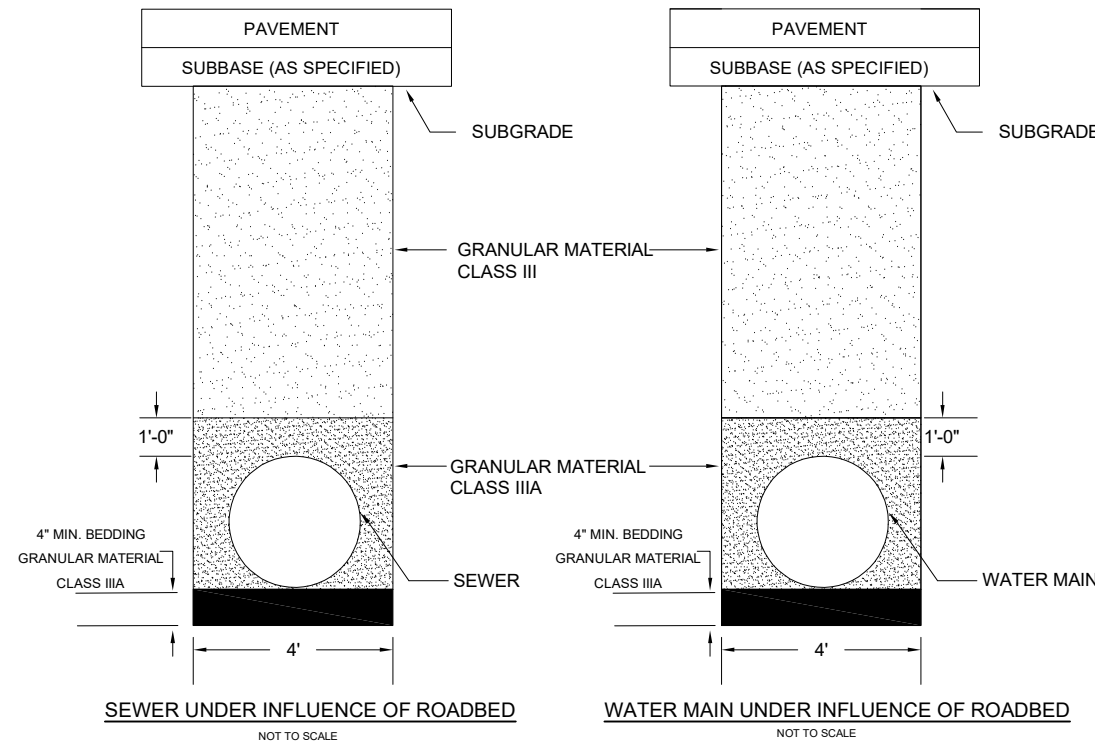
TYPICAL HMA CROSS SECTION
SCALE: NONE

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

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

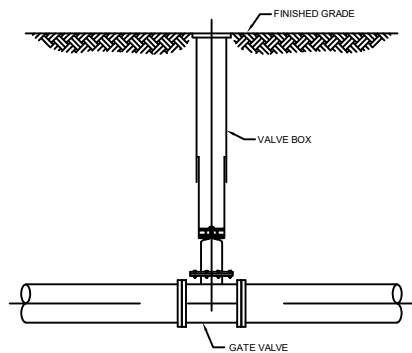


LIMITS OF PAVEMENT REMOVAL
(6'-0" MINIMUM)

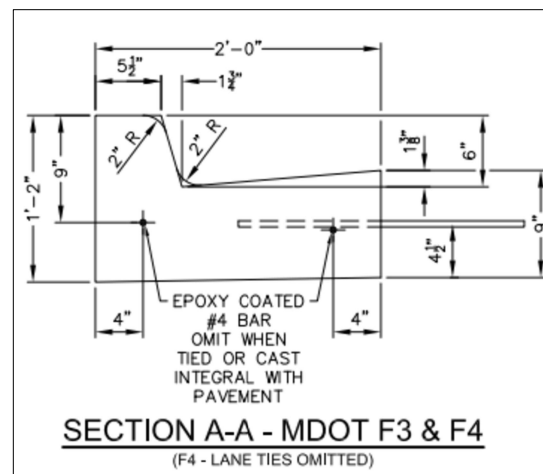


SEWER UNDER INFLUENCE OF ROADBED
NOT TO SCALE

WATER MAIN UNDER INFLUENCE OF ROADBED
NOT TO SCALE

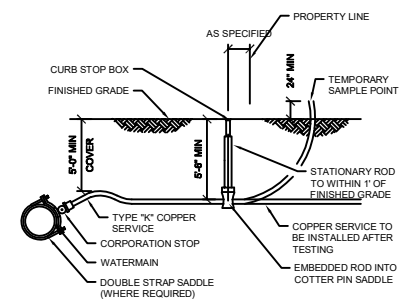


GATE VALVE DETAIL
NOT TO SCALE

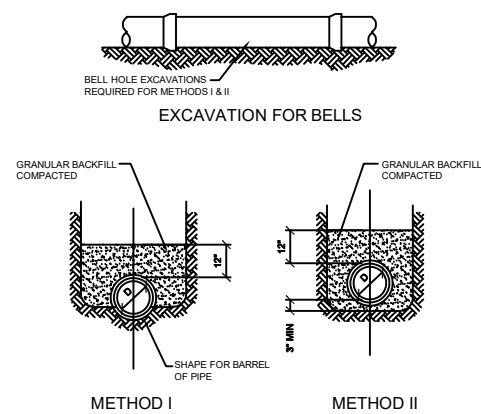


SECTION A-A - MDOT F3 & F4
(F4 - LANE TIES OMITTED)

TYPICAL F-4 CURB DETAIL
NOT TO SCALE



COPPER SERVICE LEAD CONNECTION/SAMPLE POINT
NOT TO SCALE

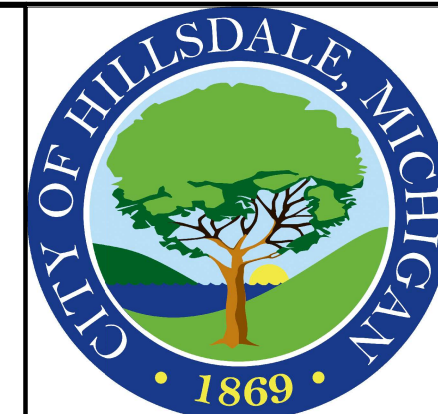


METHODS OF BEDDING PRESSURE PIPE
NOT TO SCALE

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

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

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



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

REVISIONS	DATE

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

CONSTRUCTION DETAILS

SCALE		
NOT TO SCALE		
	NAME	DATE
DESIGNED	KLB	3/5/21
DRAWN	KLB	3/5/21
CHECKED	ELH	3/5/21

DRAWING NO.

C8



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Adam L. Stockford, Mayor of the City of Hillsdale, do hereby proclaim April 30, 2021 as

Arbor Day

In the City of Hillsdale, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 19th day of April
Mayor

RECEIVED

APR 12 2021



CITY OF HILLSDALE

CITY OF HILLSDALE CITY CLERK'S OFFICE

97 NORTH BROAD STREET HILLSDALE, MICHIGAN 49242-1695 (517) 437-6441 FAX: (517) 437-6448 cityofhillsdale.org

What Board/Commission would you like to serve? Library Board

Name: Karen F. Hill

Address: 11 Hillsdale 49242
Street City Zip

Phone: cell Work (retired)

E-Mail

Residency is required for most Boards & Commissions.
Are you a resident of City of Hillsdale? Yes No If so, for how long? 45 years

Occupation: (if retired, former occupation) Speech and language Pathologist

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other previous library board experience and regular patron

Brief Educational Background:

Masters Degree in Speech Pathology
Minor in Elementary Education

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Hospice Board - term limited out after 2 terms
Library Board - term limited out after 2 terms
Special Olympics - Volunteer Area Director for 2 counties
King's Kupboard - volunteer
St. Anthony's Catholic Church - Eucharistic Minister

On what other volunteer boards/committees have you served?

(see above) Elementary and Middle School PTOs
including President, HHS Booster Club
member for 8 years, including time as Secretary

Describe any previous activities related to government: Previous member of library board for 2 terms, finishing term for a member that left - that term just expired.

Please explain why you would be interested in serving on the council or committee: I am a regular patron and donor at the library. As previously stated I have been a member of this board so have historical perspective and a good working knowledge of the library's building, finance, services, etc.

Please explain your understanding of the City of Hillsdale: I have been a resident here for over 45 years, coming here for a job at the Hillsdale ZSD right from college. My husband has also served on many boards here - BPU, EDC, zoning, etc. We are committed to serving our community.

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Karen J Hill
Applicant Signature

4-11-2021
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6441 FAX: (517) 437-6448
cityofhillsdale.org

What Board/Commission would you like to serve? BPO

Name: JEREMIAH JASON HODSHIRE

Address: [Redacted] Hillsdale MI 49242

Phone: Home [Redacted] Work [Redacted]

E-Mail: [Redacted]

Residency is required for most Boards & Commissions.
Are you a resident of City of Hillsdale? Yes No X If so, for how long?

Occupation: (if retired, former occupation) Hospital President CEO

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other

Brief Educational Background:
BA in Political Economy from Hillsdale College, MA in Business
IN ORG DEVELOPMENT + LEADERSHIP FROM CONCORDIA ANN ARBOR

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):
HILLSDALE COUNTY COMMUNITY FOUNDATION BOARD SECRETARY
MICHIGAN WIVES SOUTHEAST BOARD MEMBER
HILLSDALE COUNTY ECONOMIC DEVELOPMENT
I PREVIOUSLY SERVED ON CITY OF HILLSDALE ECONOMIC DEVELOPMENT

On what other volunteer boards/committees have you served?
NUMEROUS CHURCH ACTIVITIES & COMMITTEES


Describe any previous activities related to government: SERVED IN COUNTY OF HILLSDALE GOVERNMENT FOR 14 YEARS, FIRST IN CIRCUIT COURT AND THEN AT THE SHERIFFS OFFICE. I AM INVOLVED IN SEVERAL POLITICAL CAMPAIGNS WORKING CLOSELY WITH CONGRESSMAN TIM WALBERG & OTHER LEADERSHIP IN STATE & FED GOVERNMENT.

Please explain why you would be interested in serving on the council or committee: WHILE I SERVE ON SEVERAL LOCAL & STATE BOARDS / COMMITTEES I WOULD LIKE THE OPPORTUNITY TO SERVE IN MY BACKYARD AND SUPPORT THE HARD WORK OF OUR BPU TEAM & RESIDENTS.

Please explain your understanding of the City of Hillsdale: COUNTY SEAT, PROGRESSIVE IN DOWNTOWN DEVELOPMENT & BUSINESS DEVELOPMENT TOP NOTCH CITY MANAGER WHO IS DEDICATED TO IMPROVING OUR ECONOMY AND OUR GROWTH THROUGH PUBLIC TRANSPORTATION, PARKS COMMITTEE AND OTHER SERVICES ARE / HAVE BEEN VITAL.

Additional comments: HILLSDALE HOSPITAL IS A LARGE CONSUMER OF ELECTRICITY FROM BPU & MY HOME IS ALSO COVERED BY BPU SERVICES.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.


Applicant Signature

3/21/2021
Date