JACKSON
Founded 1829

AGENDA - CITY COUNCIL

Tuesday, April 2, 2024

6:30 PM

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

A. Invocation will be given by Vice Mayor and Second Ward Councilmember Freddie Dancy.
- Guest of Vice Mayor Dancy
Lead Pastor Chris Heydenburg, Found Church

3. ROLL CALL.

4. ADOPTION OF AGENDA.

5. PRESENTATIONS/PROCLAMATIONS.

A. Jackson County Sheriff Gary Schuette - Jail Millage

6. PUBLIC HEARINGS.

A. Presentation of Lansing Avenue street reconstruction project.
- Jon Dowling, City Engineer

B. Public Hearing on Special Assessment Roll No. 3451

Conduct a public hearing for street reconstruction on Lansing Avenue from Steward Avenue to Clinton Road, and after completion of the hearing consider a resolution confirming Special Assessment Roll No. 3451.

Recess as a City Council and convene as a Board of Review

Special Assessment Roll No. 3451

Adjourn as a Board of Review and reconvene as City Council

7. CITIZEN COMMENTS.

(3-Minute Limit)

8. PETITIONS & COMMUNICATIONS FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES.

9. CONSENT CALENDAR.

Consent Action

A. Minutes of the March 19, 2024, Regular Meeting of the Jackson City Council

B. City of Jackson, Michigan Financial Statements as of and for the Eight Months Ended February 29, 2024

C. Special Event Application: American 1 Block Party

Approve a request from American 1 to host their Block Party on April 26, 2024, on the streets of Jackson.

D. Special Event Application: Jackson High School Graduation Ceremony

Approve a request from Jackson High School to host their Graduation Ceremony on Friday, May 24, 2024 and use road closures on Wildwood Avenue near Jackson High School.

E. Special Event Application: Cruise Ins and Concerts

Approve a request from the Jackson Downtown Development Authority, Michigan Theatre, and Jackson Symphony Orchestra to conduct their Cruise In and Concert events on May 24, June 28, July 26, August 23, and September 27, 2024 from 5:00 p.m. to 9:30 p.m. in Downtown Jackson.

F. Special Event Application: Back to the Bricks

Approve a request from the Jackson Downtown Development Authority and Back to the Bricks to host their Back to the Bricks Car Tour on June 7, 2024, from 5:00 p.m. to 8:00 p.m. on the streets of Downtown Jackson.

G. Special Event Application: City of Jackson Police Department Police Memorial

Approve a request from the City of Jackson Police Department to host their Police Memorial on May 8, 2024, in Horace Blackman Park.

H. Special Event Application: Memorial Day Procession and Ceremony

Approve a request from the Jackson County Veteran's Council to conduct their Memorial Day Procession and Ceremony on Monday, May 27, 2024, on the streets of downtown Jackson.

I. Resignation - Environmental Commission

Accept and place on file Councilmember Forgrave's resignation from the Environmental Commission

10. OTHER BUSINESS.

A. Lease of City Owned Property at 302 W Morrell St

Consideration of a lease agreement between the City of Jackson and Residents in Action, Inc. for city-owned property located at 302 W Morrell St.

11. NEW BUSINESS.

A. Issuance of Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation)

Approve the Resolution authorizing the issuance of Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation)

B. Mowing, Irrigation and Landscaping Contract for Downtown Jackson

Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC of Concord, Michigan for the amount of $28,605.

C. Mowing, Irrigation and Landscaping for Woodland and Mt. Evergreen Cemeteries

Approve a Mowing, Irrigation and Landscaping Contract for Woodland and Mt. Evergreen Cemeteries to Picture Perfect Lawncare LLC, in the amount of $141,750.

D. Mowing, Irrigation and Landscaping Contract for Parks and Trails

Approve Mowing, Irrigation and Landscaping Contract for Parks and Trails to Picture Perfect Lawn Care LLC., of Concord, Michigan for the amount of $110,359.

E. City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance Contracts

Award City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance to Elysian Landscape & Flatwork LLC as they were the lowest bidding, qualified contractor.

F. Private Lot Mowing Contract

Award the Private Lot Mowing Contract to Total Property Management Group LLC as they were the lowest bidding, qualified contractor.

G. Award for 2024 Pavement Marking Contract

Approval of an award for the 2024 Pavement Marking contract to PK Contracting Inc. of Troy, Michigan at a cost of $127,964.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

H. Approve Contract Award – City Parking Lot 21.

Approve the Contract Award for reconstruction of the southern portion of City Parking Lot 21 to Leavitt & Starck Excavating, Inc. of Lansing, Michigan at a cost of $181,746.88 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

I. Approve Contract Award – 2024 Water Service Replacements.

Approve the Contract Award for the 2024 water service replacement contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of $1,134,333.80 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

J. Dixon Engineering & Inspection Services proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting.

Approve Dixon Engineering & Inspection Services proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting Project at the cost of $129,550.00 to be covered by water funds. 402-591-000-985.005

12. CITY COUNCILMEMBER'S COMMENTS.

13. ADJOURNMENT.

CITY OF JACKSON
Founded 1829

City Assessor's Office
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4033 • Facsimile: (866) 902-7891

March 12, 2024

Andrea Murray, City Clerk
161 W. Michigan Avenue
Jackson, MI 49201

Please place on the agenda for Tuesday, April 2, 2024, the following special assessment roll(s), setting a public hearing for **Tuesday, April 2, 2024**:

ROLL NUMBER	ROLL PURPOSE	AMOUNT ASSESSED	INSTALLMENTS
3451	Reconstruct Lansing, Steward to Hill	$453,639.66	10

The above special assessment roll(s) will be confirmed by the City Council on said Tuesday, April 2, 2024.

Sincerely,

Deborah Koehn
Senior Appraiser

Copy: City Manager's Office, Engineering, Water Department, Public Works, Community Development, Finance, File

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0409.0100	0.00	0.00		0.00	45,425.00	45,425.00
RCN LANSING	MSV HOLDINGS LLC 209 E WASHINGTON AVE STE 335 JACKSON MI 49201	0.00				0.00	

BEG AT THE SE COR OF LOT 18 DAVIS ADD ON THE W LN OF BLACKSTONE ST 231.04 FT S OF THE S LN OF NORTH ST TH W AT R/A TO BLACKSTONE ST 1149.06 FT TO THE C/L OF LANSING AVE TH SELY IN C/L OF SD AVE 27.03 FT TO POB THIS DESC TH E 352.85 FT TH S 22 DEG 38'28"E 270.76 FT TH SELY PARA WITH LANSING AVE 66 FT TH SWLY AT RT ANGLES TO LANSING AVE 20 RDS TO C/L OF SAID LANSING AVE TH NWLY ALONG CL OF LANSING AVE TO POB EX WLY 33 FT FOR ST PURPOSES SE 1/4 NW 1/4 & SW 1/4 NE 1/4 SEC 34 T2S R1W

3451	1-0410.0300	0.00	0.00		0.00	51,475.00	51,475.00
RCN LANSING	CONVENIENCE KING GROUP INC 203 W MAIN ST HOMER MI 49245	0.00				0.00	

0411 410 410.1
LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51′ 09″ E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11′ 56″ W 113.3 FT TO S LINE OF LOT 4, TH 89° 42′ 21″ W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06′ 35″ W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION.

COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000

3451	1-051000000	0.00	0.00		0.00	13,025.00	13,025.00
RCN LANSING	FOSTER JOSHUA 3138 ROBINSON RD JACKSON MI 49203	0.00				0.00	

0511, 0512
S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD

3451	1-051400000	0.00	0.00		0.00	33,475.00	33,475.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL 1127 BUCKINGHAM RD HASLETT MI 48840	0.00				0.00	

N 73.92 FT OF LOT 16 BLK 4 NORTH STAR ADD

3451	1-051500000	0.00	0.00		0.00	3,900.00	3,900.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL 1127 BUCKINGHAM RD HASLETT MI 48840	0.00				0.00	

BEG ON ELY LN OF LANSING AVE AT N LN OF LOT 17 BLK 4 NORTH STAR ADD TH SELY 143.15 FT ALG ELY LN OF LANSING AVE TO POB THIS DESC TH E 38.47 FT TH S 10 FT TH E 85.3 FT TH S 15 FT TH E 55.77 FT TH S 4 DEG 12' 22" W 42.72 FT TH E TO E LN OF LANSING AVE TH NWLY ALONG ELY LN OF LANSING AVE TO POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

v.1.0.8823.39087

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0516.1000	0.00	0.00		0.00	26,425.00	26,425.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	915 LANSING AVE						
	JACKSON MI 49202						

LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

3451	1-0529.2000	0.00	0.00		0.00	2,650.00	2,650.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	1039 SIXTH ST						
	JACKSON MI 49203						

0529, 0530
S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD

3451	1-0530.1000	0.00	0.00		0.00	2,175.00	2,175.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

0530
THE N 1/2 OF LOT 28 EX THAT PART BEG AT NW COR OF SD LOT TH E ALG N LN OF LOT 8 FT TH S PARA WITH E END OF LOT TO WLY LN OF LOT TH NLY ALG SD WLY LN TO BEG BLK 4 NORTH STAR ADD

3451	1-053100000	0.00	0.00		0.00	4,125.00	4,125.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

LOT 29 EX N 28.45 FT OF W 115.2 FT ALSO EX W 8 FT OF S 37.55 FT BLK 4 NORTH STAR ADD

3451	1-053200000	0.00	0.00		0.00	12,477.88	12,477.88
RCN LANSING	CLAREMONT SERVICES LLC	0.00				0.00	
	933 LANSING AVE						
	JACKSON MI 49202						

NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD

3451	1-053300000	0.00	0.00		0.00	7,236.90	7,236.90
RCN LANSING	VIKING RENTAL PROPERTIES LLC	0.00				0.00	
	3477 WELLMAN RD						
	PARMA MI 49269						

W 112 FT OF LOT 1 BLK 5 EX W 8 FT OF SAME NORTH STAR ADD

3451	2-121800000	0.00	0.00		0.00	119,296.48	119,296.48
RCN LANSING	CALVARY UNITED METHODIST CHURCH	0.00				0.00	
	928 LANSING AVE						
	JACKSON MI 49202						

1220, 1221, 1222, 1223
BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD

v.1.0.8823.39087

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-122400000	0.00	0.00		0.00	10,520.91	10,520.91
RCN LANSING	DIALS TERRY	0.00				0.00	
	914 LANSING AVE						
	JACKSON MI 49202						

LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD

3451	2-122500000	0.00	0.00		0.00	5,232.49	5,232.49
RCN LANSING	MEGOW NICHOLAS J	0.00				0.00	
	817 N PEARL DR						
	SLIDELL LA 70461						

LAND COM AT A PT ON WLY LN OF LANSING AVE 191.41 FT NLY FROM N LN OF NORTH ST TH W 10 RDS TH S 44 FT TH E TO WLY LN OF LANSING AVE TH NLY TO BEG BEING A PART OF LOT 7 BLK 1 FOOTE & BENNETT'S ADD

3451	2-1233.1000	0.00	0.00		0.00	19,875.00	19,875.00
RCN LANSING	CORKHEAD DEVELOPMENT LLC	0.00				0.00	
	904 LANSING AVE						
	JACKSON MI 49202						

1232 1233
LOT 8 EX W 293.7 FT ALSO COM ON N LN OF NORTH ST AT INTERSECTION OF WLY LN OF LANSING AVE TH W ALONG N LN OF NORTH ST 77 FT, TH N 66 FT, TH E TO W LN OF LANSING AVE, TH SELY ALONG W LN OF LANSING AVE TO POB BEING PART OF LOT 9 BLK 1 FOOTE & BENNETT'S ADD

3451	2-147000000	0.00	0.00		0.00	10,275.00	10,275.00
RCN LANSING	MASTER RADIATOR LLC	0.00				0.00	
	810 LANSING AVE						
	JACKSON MI 49202						

LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETT'S ADD

3451	2-1475.1000	0.00	0.00		0.00	33,850.00	33,850.00
RCN LANSING	MASKE BARBARA	0.00				0.00	
	1112 HERBERT J AVE						
	JACKSON MI 49202						

1474, 1475, 1479
LOT 5, ALSO LOT 3 EX W 115.5 FT , ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD

3451	2-149700000	0.00	0.00		0.00	17,750.00	17,750.00
RCN LANSING	MKRK INC	0.00				0.00	
	730 LANSING AVE						
	JACKSON MI 49202						

LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD

v.1.0.8823.39087

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-202900000	0.00	0.00		0.00	34,450.00	34,450.00
RCN LANSING	KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE MI 49272	0.00				0.00	
2030	BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W						
Total Parcels: 19		0.00	0.00		0.00	453,639.66	453,639.66
		0.00				0.00	

RESOLUTION
STREET RECONSTRUCTION ON LANSING AVENUE

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstruction on Lansing Avenue, from Steward Avenue to Clinton Road which assessments were by him placed on Assessment Roll No. 3451 in the amount of $453,639.66 and reported to the City Council as its meeting held on the 2nd day of April, 2024; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, April 2, 2024, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3451 shall be divided into 10 equal installments, the first of which shall be payable by the first summer tax bill following the date of the confirmation without interest charge; and the remaining installments, plus a 2.50% annual interest charge on each installment, shall be due annually each subsequent year at the same times with the same installments as the summer tax bill until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which may not be in excess of six percent (6%) per annum, or one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full by the first summer tax bill following the date of confirmation.

* * * * *

State of Michigan)
County of Jackson) ss
City of Jackson)

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 2nd day of April, 2024.

IN WITNESS WHEREOF, I have affixed my signature and the Seal of the City of Jackson, Michigan, on this 3rd day of April 2024.

_____
Andrea Muray, City Clerk

RESOLUTION
STREET RECONSTRUCTION ON LANSING AVENUE

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstruction on Lansing Avenue, from Steward Avenue to Clinton Road which assessments were by him placed on Assessment Roll No. 3451 in the amount of $453,639.66 and reported to the City Council as its meeting held on the 2nd day of April, 2024; and

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WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3451 shall be divided into 10 equal installments, the first of which shall be payable by the first summer tax bill following the date of the confirmation without interest charge; and the remaining installments, plus a 2.50% annual interest charge on each installment, shall be due annually each subsequent year at the same times with the same installments as the summer tax bill until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which may not be in excess of six percent (6%) per annum, or one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full by the first summer tax bill following the date of confirmation.

* * * * *

State of Michigan)
County of Jackson) ss
City of Jackson)

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 2nd day of April, 2024.

IN WITNESS WHEREOF, I have affixed my signature and the Seal of the City of Jackson, Michigan, on this 3rd day of April 2024.

_____
Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon H. Dowling, P.E., City Engineer

DATE: December 12, 2023

RECOMMENDATION: Receive the Engineer's Report for street reconstruction on Lansing Avenue from Steward Avenue to Clinton Road and establish January 30, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

ISSUE STATEMENT

The City of Jackson has been awarded a federal Surface Transportation Program (STP) grant in the amount of $988,800 to reconstruct Lansing Avenue between Steward Avenue and Clinton Road. The City of Jackson must provide $1,014,942 in matching funds for the project to proceed. A primary source of those matching funds will be assessments to adjacent parcels along the Lansing Avenue.

This report is prepared for City Council per Section 22-2 of the Code of Ordinances and the Assessment Policy. This Engineer's Report is the initial step of the process to determine whether adjacent properties will be assessed to fund the street construction project. The next step will be to hold a public hearing of necessity for City Council to determine if street construction on Lansing Avenue is necessary.

Engineering requests that City Council establish a public hearing of necessity to be held January 30, 2024 for street reconstruction on Lansing Avenue from Steward Avenue to Clinton Road.

DESCRIPTION OF CONSEQUENCES

The establishment of the public hearing of necessity is imperative to determine if the project to reconstruct Lansing Avenue is to proceed.

Estimated project costs and funding is as follows:

Federal STP Grant Funds	$ 988,800
Street Construction Assessments	$ 324,566
Major Street Funds	$ 690,376
Total Project Cost	$ 2,003,742

In a separate project, the Lansing Avenue traffic signals at North Street and Clinton Road will be upgraded to meet with mast arm mounted signals in a box span. These traffic signal improvements will be funded in part by federal Highway Safety Improvement Program (HSIP) grants in the amount of $1,052,364. The HSIP grants will also fund other traffic signal upgrades along the Lansing Avenue corridor beyond the subject work zone. The contract between the Michigan Department of Transportation (MDOT) and city for the traffic signal improvements will brought to City Council for approval in February of 2024.

Failure to establish the hearing of necessity will result in the following:

- The project will not proceed.
- The federal STP grant funds will be returned to MDOT and used on another project in the state.
- The federal HSIP grant funds will be returned to MDOT and used on another project in the state.

OWNERSHIP

Engineering is responsible for planning and executing the construction of capital improvements to the City's street, sewer and water main infrastructure. To this end, Engineering has developed this project to improve the Lansing Avenue corridor between Steward Avenue and Clinton Road. The improvements will include features to:

- calm traffic
- reduce pavement area
- add green space and tree canopy
- realign the intersection at Steward to a standard tee configuration
- upgrade the traffic signal at the North Street to a box span configuration with mast arm mounted signals
- realign the intersection with Clinton and Hill to a standard cross configuration
- upgrade the traffic signal at the Clinton and Hill to a box span configuration with mast arm mounted signals.

These features will result in a street that is aesthetic and functional for both those living and doing business in the neighborhood and the regional traffic that traverses the neighborhood to access the downtown city center.

Engineering records show that Lansing Avenue was reconstructed in 1993 and was crack sealed and sealcoated in 1999. The roadway has cracking and potholes. The current PASER rating is 3. The attached photos show the current street conditions.

SOLUTION

If, upon the conclusion of the Public Hearing of Necessity, City Council orders the project to proceed, Engineering will proceed with letting the project and obtaining competitive bids to determine the true cost of the project. A special assessment roll will then be prepared by the City Assessor to establish individual parcel assessments.

FACILITATE IMPLEMENTATION

I request receipt of the Engineer's Report for Lansing Avenue reconstruction from Steward Avenue to Clinton Road and approval of the establishment of January 30, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: S. Martin Luther King, Jr. Drive, looking south at South Street



Photo 2: S. Martin Luther King, Jr. Drive, looking north from South Street



Photo 3: S. Martin Luther King, Jr. Drive, looking south toward Prospect Street



Photo 4: S. Martin Luther King, Jr. Drive, looking north at Mansion Street



Photo 5: S. Martin Luther King, Jr. Drive, looking north at Robinson Street



Photo 6: S. Martin Luther King, Jr. Drive, looking south at Robinson Street



Photo 7: S. Martin Luther King, Jr. Drive, looking north at Francis Court



Photo 8: S. Martin Luther King, Jr. Drive, looking south at High Street

CITY OF JACKSON
Founded 1829

City Assessor's Office
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4033 • Facsimile: (866) 902-7891

March 12, 2024

Andrea Murray, City Clerk
161 W. Michigan Avenue
Jackson, MI 49201

Please place on the agenda for Tuesday, April 2, 2024, the following special assessment roll(s), setting a public hearing for **Tuesday, April 2, 2024**:

ROLL NUMBER	ROLL PURPOSE	AMOUNT ASSESSED	INSTALLMENTS
3451	Reconstruct Lansing, Steward to Hill	$453,639.66	10

The above special assessment roll(s) will be confirmed by the City Council on said Tuesday, April 2, 2024.

Sincerely,

Deborah Koehn
Senior Appraiser

Copy: City Manager's Office, Engineering, Water Department, Public Works, Community Development, Finance, File

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0409.0100	0.00	0.00		0.00	45,425.00	45,425.00
RCN LANSING	MSV HOLDINGS LLC 209 E WASHINGTON AVE STE 335 JACKSON MI 49201	0.00				0.00	

BEG AT THE SE COR OF LOT 18 DAVIS ADD ON THE W LN OF BLACKSTONE ST 231.04 FT S OF THE S LN OF NORTH ST TH W AT R/A TO BLACKSTONE ST 1149.06 FT TO THE C/L OF LANSING AVE TH SELY IN C/L OF SD AVE 27.03 FT TO POB THIS DESC TH E 352.85 FT TH S 22 DEG 38'28"E 270.76 FT TH SELY PARA WITH LANSING AVE 66 FT TH SWLY AT RT ANGLES TO LANSING AVE 20 RDS TO C/L OF SAID LANSING AVE TH NWLY ALONG CL OF LANSING AVE TO POB EX WLY 33 FT FOR ST PURPOSES SE 1/4 NW 1/4 & SW 1/4 NE 1/4 SEC 34 T2S R1W

3451	1-0410.0300	0.00	0.00		0.00	51,475.00	51,475.00
RCN LANSING	CONVENIENCE KING GROUP INC 203 W MAIN ST HOMER MI 49245	0.00				0.00	

0411 410 410.1
LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51′ 09″ E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11′ 56″ W 113.3 FT TO S LINE OF LOT 4, TH 89° 42′ 21″ W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06′ 35″ W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION.

COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000

3451	1-051000000	0.00	0.00		0.00	13,025.00	13,025.00
RCN LANSING	FOSTER JOSHUA 3138 ROBINSON RD JACKSON MI 49203	0.00				0.00	

0511, 0512
S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD

3451	1-051400000	0.00	0.00		0.00	33,475.00	33,475.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL 1127 BUCKINGHAM RD HASLETT MI 48840	0.00				0.00	

N 73.92 FT OF LOT 16 BLK 4 NORTH STAR ADD

3451	1-051500000	0.00	0.00		0.00	3,900.00	3,900.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL 1127 BUCKINGHAM RD HASLETT MI 48840	0.00				0.00	

BEG ON ELY LN OF LANSING AVE AT N LN OF LOT 17 BLK 4 NORTH STAR ADD TH SELY 143.15 FT ALG ELY LN OF LANSING AVE TO POB THIS DESC TH E 38.47 FT TH S 10 FT TH E 85.3 FT TH S 15 FT TH E 55.77 FT TH S 4 DEG 12' 22" W 42.72 FT TH E TO E LN OF LANSING AVE TH NWLY ALONG ELY LN OF LANSING AVE TO POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

Roll for Year 2023
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0516.1000	0.00	0.00		0.00	26,425.00	26,425.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	915 LANSING AVE						
	JACKSON MI 49202						

LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

3451	1-0529.2000	0.00	0.00		0.00	2,650.00	2,650.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	1039 SIXTH ST						
	JACKSON MI 49203						

0529, 0530
S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD

3451	1-0530.1000	0.00	0.00		0.00	2,175.00	2,175.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

0530
THE N 1/2 OF LOT 28 EX THAT PART BEG AT NW COR OF SD LOT TH E ALG N LN OF LOT 8 FT TH S PARA WITH E END OF LOT TO WLY LN OF LOT TH NLY ALG SD WLY LN TO BEG BLK 4 NORTH STAR ADD

3451	1-053100000	0.00	0.00		0.00	4,125.00	4,125.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

LOT 29 EX N 28.45 FT OF W 115.2 FT ALSO EX W 8 FT OF S 37.55 FT BLK 4 NORTH STAR ADD

3451	1-053200000	0.00	0.00		0.00	12,477.88	12,477.88
RCN LANSING	CLAREMONT SERVICES LLC	0.00				0.00	
	933 LANSING AVE						
	JACKSON MI 49202						

NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD

3451	1-053300000	0.00	0.00		0.00	7,236.90	7,236.90
RCN LANSING	VIKING RENTAL PROPERTIES LLC	0.00				0.00	
	3477 WELLMAN RD						
	PARMA MI 49269						

W 112 FT OF LOT 1 BLK 5 EX W 8 FT OF SAME NORTH STAR ADD

3451	2-121800000	0.00	0.00		0.00	119,296.48	119,296.48
RCN LANSING	CALVARY UNITED METHODIST CHURCH	0.00				0.00	
	928 LANSING AVE						
	JACKSON MI 49202						

1220, 1221, 1222, 1223
BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD

Roll for Year 2023
Population: Special Assessment District (3451)
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Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-122400000	0.00	0.00		0.00	10,520.91	10,520.91
RCN LANSING	DIALS TERRY	0.00				0.00	
	914 LANSING AVE						
	JACKSON MI 49202						

LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD

3451	2-122500000	0.00	0.00		0.00	5,232.49	5,232.49
RCN LANSING	MEGOW NICHOLAS J	0.00				0.00	
	817 N PEARL DR						
	SLIDELL LA 70461						

LAND COM AT A PT ON WLY LN OF LANSING AVE 191.41 FT NLY FROM N LN OF NORTH ST TH W 10 RDS TH S 44 FT TH E TO WLY LN OF LANSING AVE TH NLY TO BEG BEING A PART OF LOT 7 BLK 1 FOOTE & BENNETT'S ADD

3451	2-1233.1000	0.00	0.00		0.00	19,875.00	19,875.00
RCN LANSING	CORKHEAD DEVELOPMENT LLC	0.00				0.00	
	904 LANSING AVE						
	JACKSON MI 49202						

1232 1233
LOT 8 EX W 293.7 FT ALSO COM ON N LN OF NORTH ST AT INTERSECTION OF WLY LN OF LANSING AVE TH W ALONG N LN OF NORTH ST 77 FT, TH N 66 FT, TH E TO W LN OF LANSING AVE, TH SELY ALONG W LN OF LANSING AVE TO POB BEING PART OF LOT 9 BLK 1 FOOTE & BENNETT'S ADD

3451	2-147000000	0.00	0.00		0.00	10,275.00	10,275.00
RCN LANSING	MASTER RADIATOR LLC	0.00				0.00	
	810 LANSING AVE						
	JACKSON MI 49202						

LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETT'S ADD

3451	2-1475.1000	0.00	0.00		0.00	33,850.00	33,850.00
RCN LANSING	MASKE BARBARA	0.00				0.00	
	1112 HERBERT J AVE						
	JACKSON MI 49202						

1474, 1475, 1479
LOT 5, ALSO LOT 3 EX W 115.5 FT , ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD

3451	2-149700000	0.00	0.00		0.00	17,750.00	17,750.00
RCN LANSING	MKRK INC	0.00				0.00	
	730 LANSING AVE						
	JACKSON MI 49202						

LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD

v.1.0.8823.39087

Roll for Year 2023
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3451	2-202900000	0.00	0.00		0.00	34,450.00	34,450.00
RCN LANSING	KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE MI 49272	0.00				0.00	
2030	BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W						
Total Parcels: 19		0.00	0.00		0.00	453,639.66	453,639.66
		0.00				0.00	

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

We, the undersigned, being persons owning property that are within the Special Assessment District named RECONSTRUCT LANSING from STEWARD TO CLINTON, also known as Special Assessment Roll 3451 hereby petition the City of Jackson City Council to deny the confirmation of the above assessment roll. It is understood by the undersigned that the project WILL NOT COMMENCE if the requisite number of parcel owners object under City Ordinance Sec. 22-8 and thereafter the City Council does not approve the project with an affirmative vote of 6 of 7 Councilmembers. It is also understood that no future date certain can be offered for infrastructure improvements and that this petition is specific to the assessment roll listed above.

By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CLAREMONT SERVICES LLC 933 LANSING AVE JACKSON, MI 49202 Devin Hurst Owner 3/26/2024 (Please sign and print name and title of signator and date signed)	NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD 1-053200000 933 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CONVENIENCE KING GROUP INC 203 W MAIN ST HOMER, MI 49245 James Linton James Linton, Secretary 3/19/2024 (Please sign and print name and title of signator and date signed)	0411 410 410.1 LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51' 09" E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11' 56" W 113.3 FT TO S LINE OF LOT 4, TH 89° 42' 21" W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06' 35" W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION. COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000 1-0410.0300 815 LANSING AVE

Petition Circulated By:
Signature: Jena Keesler Date: 3/26/2024
Name: JENA KEESLER Phone: 517-782-0543
Address: 925 BACKUS City, State, Zip: JACKSON, MI 49202

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MASTER RADIATOR LLC 810 LANSING AVE JACKSON, MI 49202 Thomas S. Wittman member (Please sign and print name and title of signator and date signed)	LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETTS ADD 2-147000000 810 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/24/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 928 BACKUS City, State, Zip: JACKSON MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

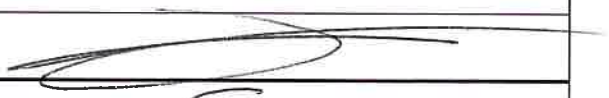
PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
FOSTER JOSHUA 3138 ROBINSON RD JACKSON, MI 49203	0511, 0512 S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD
	
JOSHUA FOSTER	
OWNER (Please sign and print name and title of signator and date signed)	1-051000000 901 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49203

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

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City Manager,
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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MARTENS ELIZABETH A 1039 SIXTH ST JACKSON, MI 49203 Elizabeth Martens Elizabeth Martens Owner (Please sign and print name and title of signator and date signed)	0529, 0530 S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD 1-0529.2000 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

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Members of the City Council
City Manager,
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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
DECKER ~~MASKE~~ BARBARA 1112 HERBERT J AVE JACKSON, MI 49202 Barbara A. Decker Barbara A. Decker (Please sign and print name and title of signator and date signed)	1474, 1475, 1479 LOT 5, ALSO LOT 3 EX W 115.5 FT . ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD 2-1475.1000 800 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MARTENS ELIZABETH A 915 LANSING AVE JACKSON, MI 49202 Elizabeth Martens Elizabeth Martens Owner	LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD
(Please sign and print name and title of signator and date signed)	1-0516.1000 915 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CALVARY UNITED METHODIST CH 928 LANSING AVE JACKSON, MI 49202 Jena Keesler JENA KEESLER Leadership Chair (Please sign and print name and title of signator and date signed)	1220, 1221, 1222, 1223 BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD 2-121800000 925 BACKUS ST

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

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925 Backus
Jackson, Michigan 49202-3297

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City Manager,
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NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE, MI 49272	2030 BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W
Brenda Hughes CEO Jackson Michigan Giving Back To The Community Brenda Hugh (Please sign and print name and title of signator and date signed) 3-25-24	2-202900000 1000 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

We, the undersigned, being persons owning property that are within the Special Assessment District named RECONSTRUCT LANSING from STEWARD TO CLINTON, also known as Special Assessment Roll 3451 hereby petition the City of Jackson City Council to deny the confirmation of the above assessment roll. It is understood by the undersigned that the project WILL NOT COMMENCE if the requisite number of parcel owners object under City Ordinance Sec. 22-8 and thereafter the City Council does not approve the project with an affirmative vote of 6 of 7 Councilmembers. It is also understood that no future date certain can be offered for infrastructure improvements and that this petition is specific to the assessment roll listed above.

By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
DIALS TERRY 914 LANSING AVE JACKSON, MI 49202 Terry M. Dials 1 Terry M Dials (Please sign and print name and title of signator and date signed)	LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD 2-122400000 914 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: ~~517-783-0543~~ 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

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By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MKRK INC 730 LANSING AVE JACKSON, MI 49202	LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD
Ramenpreet RAMENPREET SINGH (Please sign and print name and title of signator and date signed)	2-149700000 815 STEWARD AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

CITY COUNCIL MEETING MINUTES

March 19, 2024

CALL TO ORDER:

The Jackson City Council met in regular session in Council Chambers and was called to order at 6:30 p.m. by Mayor Daniel J. Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Councilmember Arlene Robinson.

ROLL CALL:

Present: Mayor Daniel Mahoney, First Ward Councilmember Arlene Robinson, Vice Mayor/Second Ward Councilmember Freddie Dancy, Third Ward Councilmember Angelita Gunn, Fifth Ward Councilmember Shalanda Hunt, and Sixth Ward Councilmember Will Forgrave.

Absent: Fourth Ward Councilmember Conner Wood

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, City Assessor Jason Yoakam, Director of Police and Fire Services Elmer Hitt, and City Engineer Jon Dowling.

ADOPTION OF AGENDA:

Motion was made by Councilmember Hunt, seconded by Councilmember Forgrave to adopt the agenda. Vice Mayor Dancy requested the addition of Item 10B – Sale of City Owned Property, TA Wilson. Vote was taken on the motion with the addition. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS: none.

PUBLIC HEARINGS:

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to recess as a City Council and convene as a Board of Review. Vote was done by voice with all in favor. Motion carried

A. Special Assessment Roll No. 3448 – Street paving on High Street

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to conduct a public hearing of confirmation after which to consider the resolution for Special Assessment Roll No. 3448. Vote was done by voice with all in favor. Motion carried.

Jim Flack of 2030 Micor Dr sent in correspondence in support of the project. Kurt Fracalossi, Christopher Pischke, and Christine Johnson of 3001 E. High spoke in opposition of the assessment.

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to close the public hearing. Vote was done by voice with all in favor. Motion carried.

1. Resolution confirming SA Roll No. 3448

Motion was made by Councilmember Forgrave, seconded by Vice Mayor Dancy to approve the resolution to confirm Special Assessment No. 3448. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

B. Special Assessment Roll No. 3449 – Street repaving on Elm Avenue

Motion was made by Councilmember Hunt, seconded by Councilmember Robinson to open a public hearing for Special Assessment Roll No. 3449 street re-pavement on Elm Avenue from North Street to Floral Avenue. Vote was done by voice with all in favor. Motion carried.

Teresa Harrell of 720 N. Elm sent in correspondence in opposition to the project. Sheri Butter of 823 N. Elm sent in correspondence in protest of the special assessment. Tammy Swetland of 711 N Elm sent in correspondence in opposition to the special assessment. Charolette Winningham of 814 N. Elm spoke in opposition of the project.

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to close the public hearing. Vote was done by voice with all in favor. Motion carried

1. Resolution confirming SA Roll No. 3449

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to approve the resolution to confirm the Special Assessment Roll No. 3449. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, and Forgrave (5). Nays: Councilmember Hunt (1). Motion carried.

Motion was made by Councilmember Gunn, seconded by Councilmember Hunt to adjourn as the Board of Review and reconvene the City Council. Vote was done by voice with all in favor. Motion carried

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

A. MLCC - Transfer of Liquor License to Convenience King Group, Inc.

B. MLCC - Transfer of Liquor License to Spirits from G Singh & Singh, LLC

C. City of Jackson, Michigan Financial Statements as of and for the Seven Months Ended January 31, 2024

D. Accept and place on file, the Draft 2024-2025 Annual Action Plan for CDBG/HOME

E. Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through January 31, 2024

F. Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through February 29, 2024

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to approve Items 8A through 8F and accept and place the items on file. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

CONSENT CALENDAR:

A. Minutes of the 2/13/2024 Jackson City Council Meeting

B. Minutes of the March 5, 2024 Special Meeting of the Jackson City Council
Approve the minutes from the Special Meeting of the Jackson City Council on March 5, 2024

C. Social District Permit - Tilted Arcade, LLC
Consider adopting a resolution providing the Local Governmental Unit approval for a social district permit for Tilted Arcade, LLC's State of Michigan Liquor Control Commission application.

D. Special Event Application: Relay for Life
Approve a request from the American Cancer Society to host their Relay for Life event August 2-3, 2024, in and around Sparks Foundation Park.

E. Special Event Application: Pinwheel Garden
Approve a request from the Council for the Prevention of Child Abuse & Neglect to hang a banner and create a small pinwheel garden in recognition of Child Abuse Prevention Month during the month of April in Austin Blair ("Greenwood") Park in the city of Jackson.

F. Special Event Application: Huntington's Disease Society Team Hope Walk
Approve a request from the Huntington's Disease Society Team Hope Walk on August 17, 2024, on the sidewalks of downtown Jackson.

G. Special Event Application: Food Truck Tuesdays
Approve a request from the Jackson Downtown Development Authority, Michigan Theatre, and Jackson Symphony Orchestra to conduct their Food Truck Tuesday events on June 4 & 18, July 2 & 16, August 6 & 20, September 10, 2024, from 11:00 a.m. until 3:00 p.m. in the True Community Credit Union City Square and Horace Blackman Park.

H. Special Event Application: Heart of a Lion 5K
Approve a request from the Area 19 Special Olympics to host "Heart of a Lion 5K" on August 25, 2024, at Ella Sharp Park.

I. Special Event Application: Save Our Youth 20th Anniversary Celebration
Approve a request from Save Our Youth Help Them Prosper to host their 20th Anniversary Celebration on July 6th, 2024, at Ella Sharp Park.

J. Special Event Application: Bella Notte Bike Night
Approve a request from the Bella Notte Ristorante to host their Bike Night every Tuesday, March through October, during nice weather on a section of Michigan Ave in downtown Jackson.

K. Appointment to Downtown Development Authority
Approval of the Mayor's recommendation to appoint Lauren Miller to the Downtown Development Authority, for a four-year term, beginning April 1, and ending on March 31, 2028.

Motion was made by Councilmember Robinson, seconded by Councilmember Forgrave to approve the consent calendar with Item A and B removed for separate consideration. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

Motion was made by Councilmember Forgrave, seconded by Vice Mayor Dancy to approve the minutes of the February 13, 2024 Jackson City Council Meeting. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Gunn, Hunt, and Forgrave (5). Nays: none. Abstained: Councilmember Robinson. Motion carried.

Motion was made by Councilmember Hunt, seconded by Councilmember Forgrave to approve the minutes of the March 5, 2024 Special Meeting of the Jackson City Council. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, and Hunt (6). Nays: none. Abstained: Councilmember Forgrave. Motion carried.

OTHER BUSINESS:

A. East Side Economic Development Update

City Manager Jonathan Greene provided Council with an update on the East Side Economic Development project.

B. Sale of City Owned Property – TA Wilson

Motion was made by Councilmember Forgrave, seconded for discussion by Mayor Mahoney to sell TA Wilson to Residents in Action for $150,000.

A friendly amendment was made by Councilmember Forgrave to the motion language to read as: approve the sale of the City owned TA Wilson property parcel number 4-05560000 and all pallet shelters on that property to Residents in

Action, Inc. a domestic non-profit corporation for the sale price of $150,000, and direct the City Attorney and the City Manager Office to prepare the appropriate purchase and sale documents. Mayor Mahoney accepted the friendly amendment.

Vote was taken on the motion as amended. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, and Forgrave (6). Nays: Councilmember Hunt (1). Motion carried.

NEW BUSINESS:

A. Hayes Hotel Purchase Extension

Brian Loftin of J Jeffers Group provided Council an update on the progress of the project.

Motion was made by Councilmember Robinson, seconded by Vice Mayor Dancy to approve an extension of purchase agreement. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

B. MDOT Contract for Elm Avenue street reconstruction
Recommendation: *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for asphalt reconstruction on N. Elm Avenue from North Street to Floral Avenue, and crushing, shaping and paving on E. High Street from Executive Drive to South Street, and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Forgrave, seconded by Vice Mayor Dancy to approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for asphalt reconstruction on N. Elm Avenue from North Street to Floral Avenue, and crushing, shaping and paving on E. High Street from Executive Drive to South Street. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

Motion was made by Vice Mayor Dancy, seconded by Mayor Mahoney to take a seven minute recess. Vote was done by voice with all in favor. Motion carried. A recess began at 8:51 p.m.

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to return from the recess. Vote was done by voice with all in favor. Motion carried. The recess ended at 8:59 p.m.

C. 2022 As Needed Materials Testing Services Contract Extension

Recommendation: *Approval of the second extension of the 2022 As Needed Materials Testing Services Contract with Professional Service Industries (PSI), Inc. of Lansing, Michigan in the estimated amount of $125,000.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve the second extension of the 2022 As Needed Materials Testing Services Contract with Professional Service Industries, Inc. of Lansing Michigan in the estimated amount of $125,000 and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

D. Local Bridge Program Funding – Martin Luther King Jr. Drive Bridge over Grand River

Recommendation: *Approve a resolution for application to the Michigan Department of Transportation (MDOT) for Local Bridge Program Funding, authorization for the Mayor and City Clerk to execute the resolution, and authorization for the City Engineer to file an application for the Martin Luther King, Jr. Drive Bridge over the Grand River.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve a resolution for application to the Michigan Department of Transportation (MDOT) for Local Bridge Program Funding, authorization for the Mayor and City Clerk to execute the resolution, and authorization for the City Engineer to file an application for the Martin Luther King, Jr. Drive Bridge over the Grand River. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

E. Amendment 1 to the 23-001 Major Street Engineering Contract

Recommendation: *Approval of Amendment 1 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $8,837.50, and authorization for the City Manager and City Engineer to sign the appropriate document.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve Amendment 1 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $8,837.50, and authorization for the City Manager and City Engineer to sign the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays:

none. Motion carried.

F. State of Michigan Department of Natural Resources Passport Grant Application – Ella Sharp Park Softball Fields
Recommendation: *Approve a State of Michigan Department of Natural Resources Passport Grant Application for new Softball Lights at 2 of the Ella Sharp Park softball field.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve a State of Michigan Department of Natural Resources Passport Grant Application for new Softball Lights at 2 of the Ella Sharp Park softball field. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

G. Masonic Temple Buildout Contract Award
Recommendation: *Award a Contract to R.W. Mercer for the Masonic Temple Buildout in the amount of $2,994,706, provide $170,000 for a Contingency Fund, and authorize the City Manager to Execute Potential Change Orders Less than $50,000.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to Award a Contract to R.W. Mercer for the Masonic Temple Buildout in the amount of $2,994,706, provide $170,000 for a Contingency Fund, and authorize the City Manager to Execute Potential Change Orders Less than $50,000. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

H. SMOK Holdings, LLC Conditional Phase One Facility License
Recommendation: *Approve Conditional Phase One Facility License for SMOK Holdings LLC, a Marihuana Retailer License; to be located at 810 W Argyle Street.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to approve Conditional Phase One Facility License for SMOK Holdings LLC, a Marihuana Retailer License; to be located at 810 W Argyle Street. Vote – Yeas: Mayor Mahoney, Councilmembers Robinson, Gunn, Hunt, and Forgrave (5). Nays: Vice Mayor Dancy (1). Motion carried.

I. Payment in Lieu of Taxes – SCI WHF Jackson, LLC and the First Amended Restrictive Covenant
Recommendation: *Approve Amended Resolution for Payment in Lieu of Taxes for Workforce Housing Project Sponsored by SCI WFH Jackson, LLC and the First Amended Restrictive Covenant and allow the City Attorney to make minor modifications as to form.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve Amended Resolution for Payment in Lieu of Taxes for Workforce Housing Project Sponsored by SCI WFH Jackson, LLC and the First Amended Restrictive Covenant and allow the City Attorney to make minor modifications as to form. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

J. CDBG and HOME Projects for Fiscal Year 2024 – 2025
Identify Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and Establish Preliminary Funding Allocations for those Projects.

Motion was made by Councilmember Hunt, seconded by Councilmember Gunn to identify Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and establish preliminary funding allocations for those projects. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: none. Motion carried.

CITY COUNCILMEMBER'S COMMENTS:

Mayor Mahoney, Councilmembers Robinson, Gunn, Hunt, and Forgrave offered comments. Vice Mayor Dancy declined to offer comments.

MANAGER'S COMMENTS:

City Manager Jonathan Greene offered comments.

ADJOURNMENT:

With no further business being offered, a motion to adjourn was made by Vice Mayor Dancy and seconded by Councilmember Hunt. Vote was done by voice with all in favor. Motion carried. Mayor Mahoney adjourned the meeting at 9:30 p.m.



City of Jackson, Michigan
Financial Statements

As of and For the Eight Months Ended February 29, 2024

Unaudited

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

Unaudited

Function	Department	2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
General Government :								
101-101	City Council	121,656	121,656	7,339	60,998	50.14%	60,658	
101-103	Charter Review Committee	2,500	2,500	-	-	0.00%	2,500	
101-172	City Manager	506,926	506,926	77,672	388,004	76.54%	118,922	
101-191	Finance	555,688	555,688	42,803	445,878	80.24%	109,810	
101-215	City Clerk	344,251	344,251	24,505	218,107	63.36%	126,144	
101-228	Management Info. Services	436,693	436,693	19,157	264,512	60.57%	172,181	
101-233	Purchasing	133,042	133,042	9,147	80,696	60.65%	52,346	
101-253	City Treasurer	412,661	412,661	28,867	268,747	65.13%	143,914	
101-254	City Income Tax	242,395	242,395	13,394	139,943	57.73%	102,452	
101-257	City Assessor	501,053	501,053	38,619	304,434	60.76%	196,619	
101-262	City Clerk-Elections	206,354	206,354	29,041	130,384	63.18%	75,970	
101-265	City Hall & Grounds	684,161	684,161	35,527	259,215	37.89%	424,946	
101-266	City Attorney	761,346	761,346	63,527	499,656	65.63%	261,690	
101-270	Personnel	590,561	590,561	13,549	282,742	47.88%	307,819	
101-278	Unallocated	812,434	812,434	44,468	518,557	63.83%	293,877	
		6,311,721	**6,311,721**	**447,615**	**3,861,873**	**61.19%**	**2,449,848**	
Judicial:								
101-299	Admin. Hearings Bureau	190,318	190,318	8,619	114,212	60.01%	76,106	
		190,318	**190,318**	**8,619**	**114,212**	**60.01%**	**76,106**	
Public Safety:								
101-301	Police	11,682,501	11,682,501	795,281	7,148,713	61.19%	4,533,788	
101-311	OSHP Grant	4,642	4,642	-	3,006	64.76%	1,636	
101-320	Consortium Training	12,500	12,500	1,120	41,461	331.69%	(28,961)	***Note 2***
101-321	In Service Training	5,000	5,000	-	6,409	128.18%	(1,409)	***Note 2***
101-340	Fire Suppression	6,003,612	6,003,612	517,803	4,605,477	76.71%	1,398,135	
101-350	Public Safety - Unallocated	2,094,302	2,094,302	142,990	1,417,538	67.69%	676,764	
		19,802,557	**19,802,557**	**1,457,194**	**13,222,604**	**66.77%**	**6,579,953**	
Public Works :								
101-442	Forestry	824,212	824,212	73,223	497,214	60.33%	326,998	
101-444	Sidewalk Construction	151,456	151,456	965	28,506	18.82%	122,950	
101-445	Drains at Large	107,133	107,133	4,000	28,965	27.04%	78,168	
101-450	Street Lighting	615,248	615,248	42,869	315,128	51.22%	300,120	
101-455	Weed Control	96,269	96,269	-	41,898	43.52%	54,371	
101-465	Grounds Maintenance	488,287	488,287	15,392	333,800	68.36%	154,487	
101-567	Cemeteries	374,516	374,516	24,892	256,463	68.48%	118,053	
101-571	Tax Property Maintenance	216,716	216,716	775	98,532	45.47%	118,184	
101-572	Civic Affairs	121,229	121,229	7,076	57,724	47.62%	63,505	
		2,995,066	**2,995,066**	**169,192**	**1,658,230**	**55.37%**	**1,336,836**	
Community & Economic Development:								
101-701	Planning	252,305	252,305	16,891	152,356	60.39%	99,949	
101-728	Economic Development	147,400	147,400	5,239	73,786	50.06%	73,614	
		399,705	**399,705**	**22,130**	**226,142**	**56.58%**	**173,563**	

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Function	Department	2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
Recreation & Culture :								
101-752	Parks, Rec. & Grnds. Admin.	321,986	321,986	26,978	217,338	67.50%	104,648	
101-758	Lt. Nixon Memorial Pool	137,729	137,729	2,927	171,090	124.22%	(33,361)	***Note 2***
101-771	Parks & Facilities Maintenance	910,352	910,352	58,529	635,345	69.79%	275,007	
101-803	Historical District	14,440	14,440	974	8,549	59.20%	5,891	
101-806	Diversity, Equity & Inclusion	452,638	452,638	23,889	201,598	44.54%	251,040	
		1,837,145	**1,837,145**	**113,297**	**1,233,920**	**67.17%**	**603,225**	
Contributions to Other Funds:								
101-965	Contributions to Other Funds	**932,133**	**1,125,535**	**-**	**193,402**	**17.18%**	**932,133**	
	Total General Fund Expenditures	**32,468,645**	**32,662,047**	**2,218,047**	**20,510,383**	**62.80%**	**12,151,664**	
Funds consolidated with the General Fund for financial reporting purposes:								
102	**Budget Stabilization**	**20,000**	**20,000**	**-**	**-**	**0.00%**	**20,000**	
Permanent Funds :								
151	Cemetery Perpetual Maint.	6,000	6,000	-	-	0.00%	6,000	
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%	30,850	
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%	5,600	
Special Revenue Funds :								
202	Major Street	19,849,761	19,849,761	348,695	5,190,993	26.15%	14,658,768	
203	Local Street	4,162,881	4,162,881	98,087	419,975	10.09%	3,742,906	
208	Ella W. Sharp Park Operating	984,832	984,832	48,468	604,081	61.34%	380,751	
213	Opioid Settlement Fund	118,175	118,175	89,000	89,000	75.31%	29,175	
218	Affordable Housing	3,519,760	3,519,760	64,358	731,463	20.78%	2,788,297	
245	Public Improvement	1,511,115	1,511,115	-	157,351	10.41%	1,353,764	
246	Cortland St. Redev. Project	23,527	23,527	87,418	467,931	1988.91%	(444,404)	***Note 2***
249	Building Department	638,850	638,850	42,279	377,747	59.13%	261,103	
251	Housing Code Enforcement	1,290,495	1,290,495	77,442	667,199	51.70%	623,296	
252	Building Demolitions	1,000	194,402	24,985	122,029	62.77%	72,373	
265	Drug Law Enforcement	16,338	16,338	3,714	11,746	71.89%	4,592	
272	SAFER Grant	525,581	525,581	36,379	295,579	56.24%	230,002	
273	Project Safe Neighborhoods	234,542	234,542	6,857	40,190	17.14%	194,352	
275	Byrne/JAG Programs	25,000	25,000	19,860	27,697	110.79%	(2,697)	***Note 2***
279	American Rescue Plan Act	75,000	75,000	-	7,413	9.88%	67,587	
296	Recreation Activity	266,824	266,824	19,211	184,386	69.10%	82,438	
297	Recreation Millage Program	623,067	623,067	67,680	487,855	78.30%	135,212	
Debt Service Funds :								
308	2020 Capital Improvement D/S	223,788	223,788	-	14,894	6.66%	208,894	
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	66,034	8.67%	696,034	
367	2021 City Hall Refunding D/S	739,720	739,720	-	14,860	2.01%	724,860	
385	2016 Capital Improvement D/S	145,569	145,569	-	142,457	97.86%	3,112	
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	271,625	19.15%	1,147,125	

City of Jackson
All Other Funds - Expenditure Summary
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
Debt Service Funds (continued) :							
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	105,072	25.01%	315,072
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	25,919	3.27%	765,920
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%	2,881,749
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	84,183	40.40%	124,183
Capital Projects Funds :							
401	Capital Projects	1,113,031	1,113,031	-	739,045	66.40%	373,986
402	Water Equip. and Replacemt.	7,099,234	7,099,234	256,283	2,013,092	28.36%	5,086,142
403	Lead Service Line Replacement	2,082,538	2,082,538	25,375	469,119	22.53%	1,613,419
404	Sanitary Sewer Maint.	663,044	663,044	12,605	193,433	29.17%	469,611
405	Sanitary Sewer Replacement	2,985,140	2,985,140	21,793	225,903	7.57%	2,759,237
406	Wastewater Equip. Replacemt.	6,228,293	6,228,293	297,873	3,808,364	61.15%	2,419,929
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	301,960	3,495,408	61.35%	2,202,394
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	3,728	140,223	0.86%	16,201,777
426	2024 MI Trans. Bonds Const. Fund	2,196,096	2,196,096	-	-	0.00%	2,196,096
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	80,999	450,401	9.99%	4,057,524
489	Brownfield Redevelopmt. Auth.	1,804,230	1,804,230	168,369	393,009	21.78%	1,411,221
494	DDA Project	3,090,114	3,090,114	-	84,183	2.72%	3,005,931
Enterprise Funds :							
514	Auto Parking System	283,433	283,433	803	3,458	1.22%	279,975
518	Parking Assessment	314,981	314,981	35,203	176,975	56.19%	138,006
519	Cooper/Francis Parking Deck	283,957	283,957	3,157	36,932	13.01%	247,025
590	Sewer	16,320,273	16,320,273	1,051,493	8,135,485	49.85%	8,184,788
591	Water	34,209,037	34,209,037	1,021,186	8,096,269	23.67%	26,112,768
Internal Service Funds :							
641	Public Works Administration	472,518	472,518	22,228	233,875	49.50%	238,643
642	Engineering Administration	339,842	339,842	58,334	205,676	60.52%	134,166
643	Local Site Remed. Revolving	20,000	20,000	-	-	0.00%	20,000
661	Motor Pool and Garage	1,606,109	1,606,109	102,230	1,327,839	82.67%	278,270
676	Workers' Compensation	220,350	220,350	12,339	162,347	73.68%	58,003
677	Self-Insured Health Care	5,474,627	5,474,627	565,115	3,595,051	65.67%	1,879,576
Trust & Agency Funds :							
703	County & School Tax Collection	28,400,000	28,400,000	-	-	0.00%	28,400,000
731	Employees' Retirement System	4,160,000	4,160,000	449,497	2,842,270	68.32%	1,317,730
732	Policemen's/Firemen's Pension	523,000	523,000	34,340	271,615	51.93%	251,385
734	Police./Fire. Pension-345	6,440,000	6,440,000	476,859	3,917,840	60.84%	2,522,160
736	Public Employee Health Care	29,000	29,000	-	5,193	17.91%	23,807
Special Assessment Funds :							
852	2020 Special Assessment D/S	161,190	161,190	-	153,135	95.00%	8,055
895	Special Assessment	2,116,337	2,116,337	-	765,866	36.19%	1,350,471

City of Jackson
All Funds - Revenue Summary
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Collected
General Fund :						
Property Taxes		11,015,617	11,015,617	62,335	10,122,664	91.89%
Income Taxes		10,750,000	10,750,000	876,157	7,685,842	71.50%
State Revenue Sharing		5,732,948	5,732,948	892,455	2,842,140	49.58%
Licenses & Permits		368,015	368,015	67,428	172,406	46.85%
Federal Grants		1,267,483	1,267,483	-	997,990	78.74%
State Grants		5,414	5,414	118,173	241,234	4455.74%
Charges For Goods & Services		1,378,957	1,378,957	6,882	223,983	16.24%
Fines & Forfeits		390,611	390,611	8,236	268,275	68.68%
Investment Income		185,000	185,000	98,904	387,261	209.33%
Contributions From Other Funds		101,000	101,000	89,948	99,961	98.97%
Contributions From Local Units		12,500	12,500	-	6,084	48.67%
Miscellaneous		376,695	376,695	431,046	654,525	173.75%
Total General Fund Revenues		**31,584,240**	**31,584,240**	**2,651,564**	**23,702,365**	**75.04%**
Funds consolidated with the General Fund for financial reporting purposes:						
102	**Budget Stabilization**	**20,000**	**20,000**	**11,263**	**36,899**	**184.50%**
Permanent Funds :						
151	Cemetery Perpetual Maint.	41,000	41,000	998	14,216	34.67%
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%
Special Revenue Funds :						
202	Major Street	19,653,590	19,653,590	333,104	4,210,035	21.42%
203	Local Street	3,461,459	3,461,459	108,985	953,919	27.56%
208	Ella W. Sharp Park Operating	975,450	975,450	9,364	378,371	38.79%
213	Opiod Settlement Fund	0	0	3,573	33,563	n/a
218	Affordable Housing	3,519,760	3,519,760	-	641,968	18.24%
245	Public Improvement	1,371,000	1,371,000	16,536	1,247,768	91.01%
246	Cortland St. Redev. Project	500	500	768	29,356	5871.20%
249	Building Department	513,400	513,400	139,634	478,882	93.28%
251	Housing Code Enforcement	1,045,600	1,045,600	135,283	896,253	85.72%
252	Building Demolitions	1,000	194,402	1,604	256,045	131.71%
265	Drug Law Enforcement	20,700	20,700	184	815	3.94%
272	SAFER Grant	525,581	525,581	36,951	109,592	20.85%
273	Project Safe Neighborhood	234,542	234,542	-	35,772	15.25%
275	Byrne/JAG Programs	25,000	76,526	-	7,837	10.24%
279	American Rescue Plan Act	75,000	75,000	-	7,413	9.88%
296	Recreation Activity	270,250	270,250	36,609	205,122	75.90%
297	Recreation Millage Program	651,500	651,500	1,494	305,174	46.84%
Debt Service Funds :						
308	2020 Capital Improvement D/S	223,788	223,788	-	14,894	6.66%
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	66,034	8.67%
367	2021 City Hall Refunding D/S	708,500	708,500	9,706	699,260	98.70%
385	2016 Capital Improvement D/S	145,569	145,569	-	142,457	97.86%

City of Jackson
All Funds - Revenue Summary
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Collected
Debt Service Funds (continued) :						
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	-	0.00%
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	105,072	25.01%
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	25,919	3.27%
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	84,183	40.40%
Capital Projects Funds :						
401	Capital Projects	1,113,531	1,113,531	-	-	0.00%
402	Water Equip. and Replacemt.	5,041,766	5,041,766	474,459	3,806,685	75.50%
403	Lead Service Line Replacement	2,913,517	2,913,517	154,852	1,448,392	49.71%
404	Sanitary Sewer Maintenance	663,044	663,044	12,605	193,433	29.17%
405	Sanitary Sewer Replacement	1,535,190	1,535,190	159,105	1,103,004	71.85%
406	Wastewater Equip. Replacemt.	3,990,800	3,990,800	164,395	2,679,239	67.14%
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	357,903	3,193,448	56.05%
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	12,111	136,494	0.84%
426	2024 MI Trans. Fund Bond Const. Fund	4,501,000	4,501,000	-	-	0.00%
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	-	62,653	1.39%
489	Brownfield Redevelopmt. Auth.	1,977,300	1,977,300	11,941	40,747	2.06%
494	DDA Project	3,525,000	3,525,000	47,528	1,811,791	51.40%
Enterprise Funds :						
514	Auto Parking System	95,443	95,443	1,577	6,641	6.96%
518	Parking Assessment	311,449	311,449	5,968	286,390	91.95%
519	Cooper/Francis Parking Deck	15,550	15,550	4,966	19,621	126.18%
590	Sewer	12,702,461	12,702,461	1,029,968	7,487,677	58.95%
591	Water	31,059,822	31,059,822	1,201,023	8,780,898	28.27%
Internal Service Funds :						
641	Public Works Administration	364,799	364,799	31,475	251,258	68.88%
642	Engineering Administration	266,815	266,815	44,157	158,719	59.49%
643	Local Site Remed. Revolving	63,500	63,500	9,350	15,901	25.04%
661	Motor Pool and Garage	1,309,590	1,309,590	108,537	1,505,166	114.93%
676	Workers' Compensation	167,500	167,500	21,418	147,057	87.80%
677	Self-Insured Health Care	5,702,000	5,702,000	463,703	3,784,394	66.37%
Trust & Agency Funds :						
703	County & School Tax Collection	28,400,000	28,400,000	15,149	134,757	0.47%
731	Employees' Retirement System	6,376,460	6,376,460	1,996,135	4,231,623	66.36%
732	Policemen's/Firemen's Pension	510,902	510,902	70,754	524,179	102.60%
734	Police./Fire. Pension-345	10,852,297	10,852,297	2,625,442	8,626,003	79.49%
736	Public Employees Health Care	230,000	230,000	-	293,481	127.60%
Special Assessment Funds :						
852	2020 Special Assessment D/S	161,190	161,190	-	153,135	95.00%
895	Special Assessment	2,215,147	2,215,147	6,926	636,802	28.75%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the Eight Months Ended February 29, 2024
(Prepared on the Adopted Budget-Basis)

Note 1: **Revenues do not include budgeted appropriations from fund balance. These appropriations, together with budgeted revenues, are sufficient to fund budgeted expenditures, in accordance with State law.**

Note 2: **A budget amendment is pending to correct this variance.**

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: American 1 Block Party

Recommendation:

Approve a request from American 1 to host their Block Party on April 26, 2024, on the streets of Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the American 1 Block Party.

I recommend approval of the American 1 Block Party. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION:

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$400.00
		TOTAL	***$400.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closure

OWNERSHIP

Insurance Status: Current and on-file with the Downtown Development Authority and the office of the City Attorney

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the American 1 to host their Block Party on April 26, 2024, on the streets of Jackson.

ATTACHMENTS

1. SEA--American 1 Block Party

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee - Call to submit via phone
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☒ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Applicant Information

Sponsoring Organization Legal Name: American 1 Credit Union (Kelly Lagow)		
Address: 718 E. Michigan Ave		Phone: (517) 206-5053
Tax ID#:	Website: american1cu.org	
Contact Name: Kelly Lagow	Phone: 206-5053	Email: klagow@a1cu.org
Contact Name: Kelly Lagow	Phone:	Email:
Contact Name During Event: "	206-5053	Phone: ( )

Event Information

Event Name: American 1 Home office Block Party

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
April 26th	2	4	7	7

Has this event occurred before? ☒Yes, (if yes, how many previous years? 2023 (1 year) ☐No

Do you expect this event to occur again next year? Y What is the expected attendance for this event? _____

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☒Other: Block party

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location: _____

☒Streets: Block off N Perrine Street

☐Other Park: _____

Brief Description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

American 1 member Block Party

We can send a link for flyer if needed

Street Closure– *Please indicate all street closures on your map.*

Street Name: N. Perrine Street Cross Streets E. Mich Ave & _____

Closure Start Date: 4/26 Time: 1pm Closure End Date: 4/26 Time: 9pm

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Can we discuss?
Amount of electrical wattage needed: City Electrical not needed Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☐ Other: _____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

we have a dumpster & garbage cans & we have staff to clean-up

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

Branch is open for Bathrooms

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

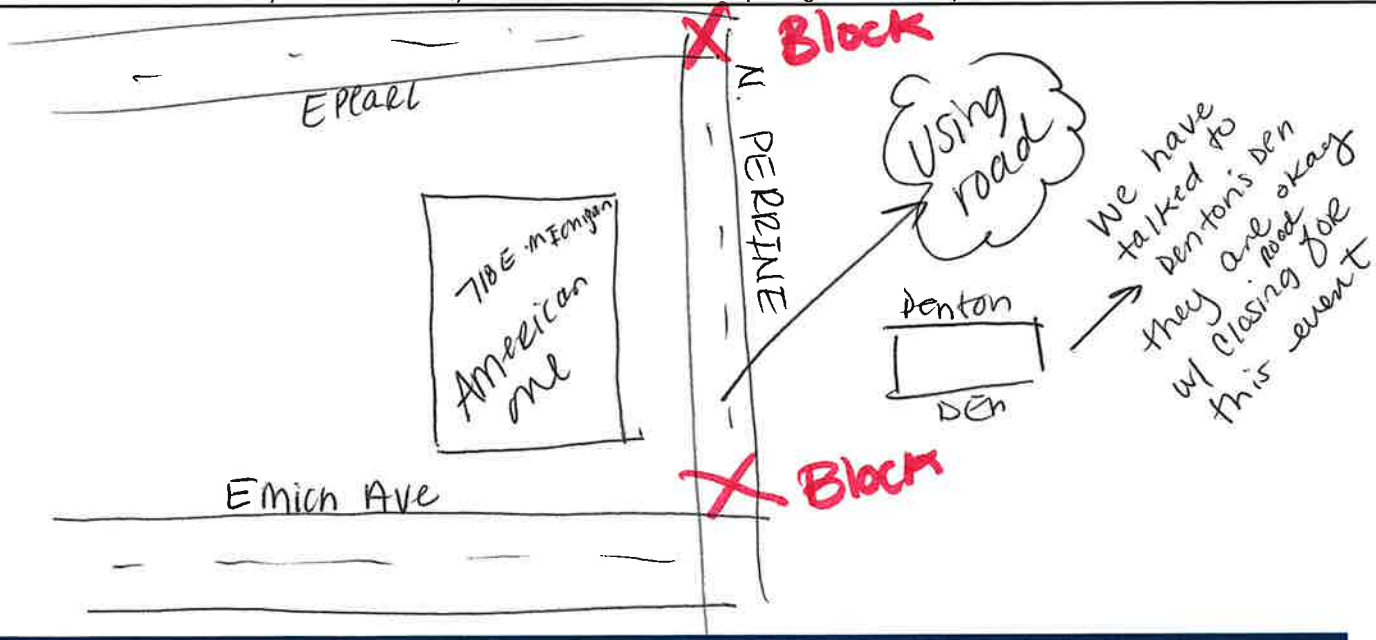
Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level I Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☒Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.



***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Kelly Logue

Date: 2/21/24

Office Use ONLY
Application Received:
Date: A.E 2/26/24
Time:
By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS*****
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

DDA has requested proper insurance

TruStage | CUMIS Insurance Society

021-1688-2
306672

Home Office:
2000 Heritage Way
Waverly, IA 50677

Administrative Office:
5910 Mineral Point Road
Madison, WI 53705

Effective Date:
06/01/2023

PART IV
SCHEDULE OF UNDERLYING INSURANCE

Policy Number:
306672

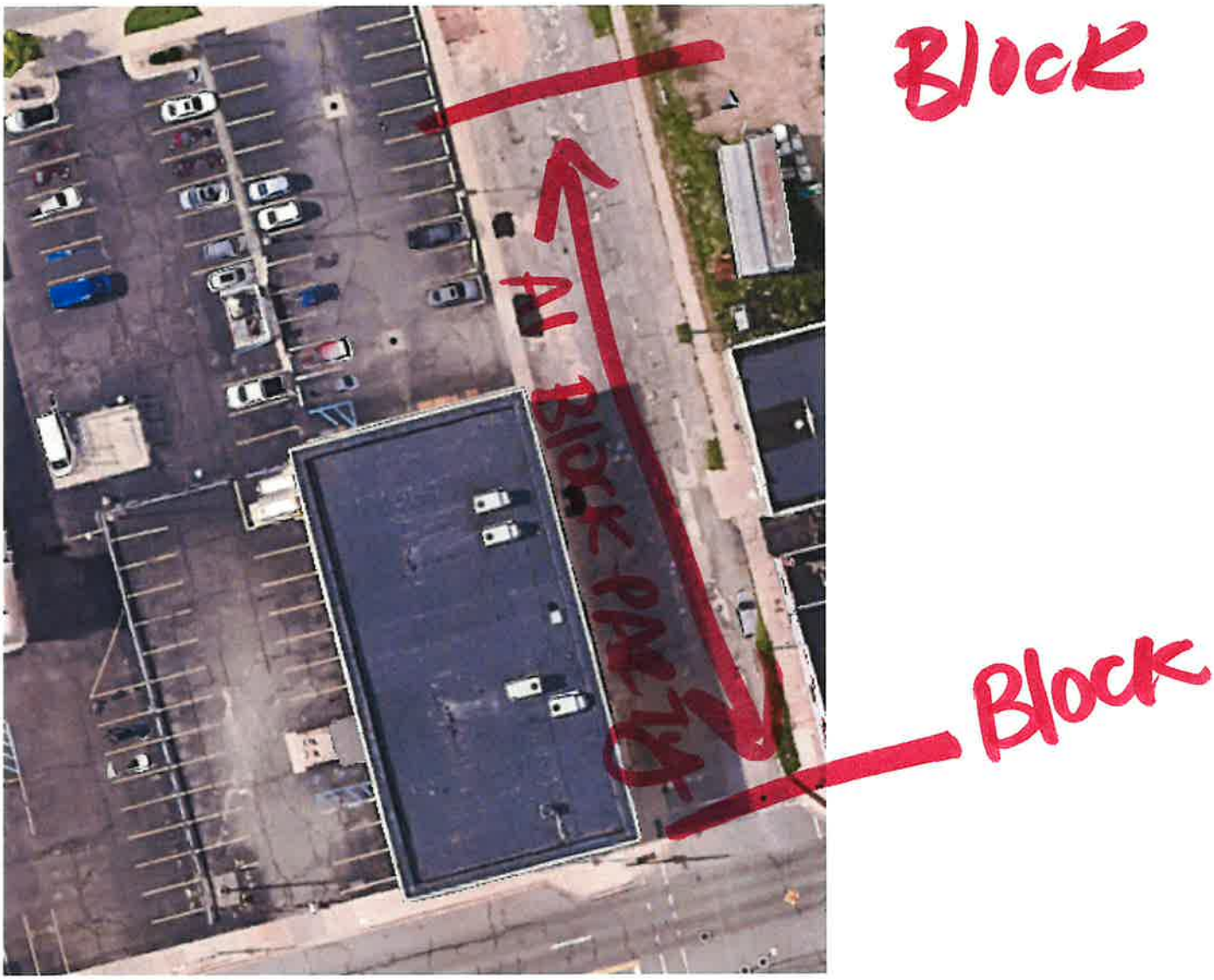
Representative:
HARVEY ANDY

TYPE OF POLICY OR COVERAGE	PRIMARY INSURER, POLICY PERIOD	LIMITS OF LIABILITY
Business Liability	CUMIS INSURANCE SOCIETY, INC. 306672 04/22/2023 to 04/22/2024	Each Occurrence $300,000 Aggregate $900,000
Automobile Liability	CUMIS Insurance Society, Inc. 306671 04/22/2023 to 04/22/2024	Bodily Injury Liability $0 each person $0 each accident
		Property Damage Liability $0 each accident
		Combined Single Limit $300,000 each accident

Contingent Liability		Bodily Injury Liability
		$ each person
		$ each accident

		Property Damage Liability $ each accident
		Combined Single Limit $ each accident
Employers Liability		Bodily Injury Liability each accident/each occurrence $

FORM(S) AND ENDORSEMENT(S) APPLICABLE TO THIS COVERAGE PART:
Refer To Forms Schedule


BLOCK
BLOCK PARTY
Block

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: Jackson High School Graduation Ceremony

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Recommendation:

> Approve a request from Jackson High School to host their Graduation Ceremony on Friday, May 24, 2024 and use road closures on Wildwood Avenue near Jackson High School.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Jackson High School Graduation Ceremony.

I recommend approval of the special event application for the Jackson High School Graduation Ceremony. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION: Approve a request from Jackson High School to host their Graduation Ceremony on Friday, May 24, 2024, and use road closures on Wildwood Avenue near Jackson High School.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$410.00
Public Works	X		$300.00
		TOTAL	***$710.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closures, police assistance

OWNERSHIP

Insurance Status: Current and on file with the City Attorney and Downtown Development Authority

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Jackson High School to host their Graduation Ceremony on Friday, May 24, 2024, and use road closures on Wildwood Avenue near Jackson High School.

ATTACHMENTS

1. SEA--JHS Graduation

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☑ $50 Application Fee
- ☐ $25 Late/Rush Fee
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: Jackson High School		
Address: 544 Wildwood Ave		Phone: (517) 841-3702
Tax ID#: 38-6001907	Website: jpsk12.org	
Contact Name: Monica Pierce	Phone: (517)841-3701	Email: monica.pierce@jpsk12.org
Contact Name: Ericca C. Scott	Phone: (517)841-3702	Email: ericca.scott@jpsk12.org
Contact Name During Event: Willie Lewis		Phone: (517) 841-3729

Event Information

Event Name: Jackson High School Commencement Ceremony

Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
5/24/2024	5:00 pm	6:00 pm	8:30 pm	9:00 pm

Has this event occurred before? ☑Yes, (if yes, how many previous years? 107 ☐No

Do you expect this event to occur again next year? yes What is the expected attendance for this event? 2,000

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☒Other: Commencement Ceremony (Graduation)

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐CP Federal City Square (Stage)

☐MLK Equality Trail

☑Other Location: Withington Stadium behind Jackson High School

☑Streets: Wildwood Ave, Stewart

☐Other Park: _____

Brief description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

High School commencements
Jackson High School graduation
Class of 2024

Street Closure– *Please indicate all street closures on your map.*

Street Name: Wildwood Ave Cross Streets Stewart
Closure Start Date: 5/24/2024 Time: 5:00pm Closure End Date: 5/24/2024 Time: 8:30pm

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☑ Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)
☐ Other: Setup same as last year

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Marina Pierce

Date: 2/13/2024

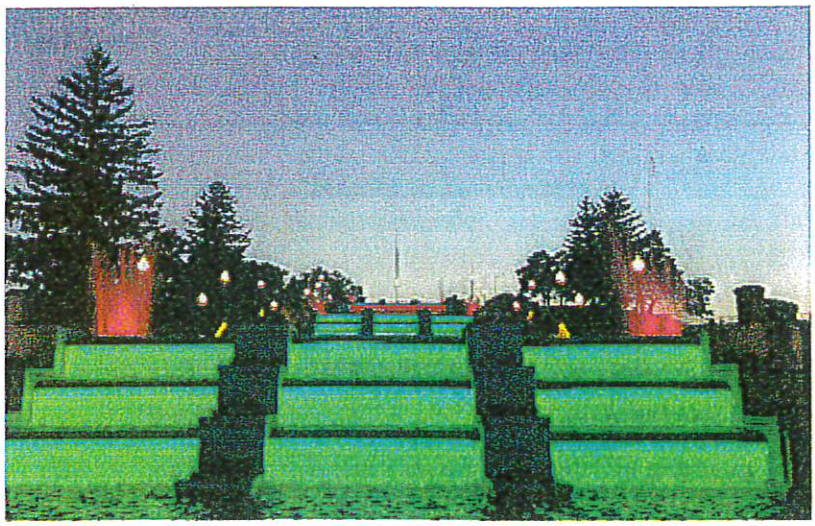
Office Use ONLY
Application Received:
Date: Andrea Econ
Time:
By: 2/13/24
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6410
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

Google Maps Jackson



Map data ©2021 200 ft



Just need
Wildwood Ave
Closed

Jackson

Michigan

Sunny · 57°F
11:58 AM

Directions Save Nearby Send to your phone Share

Quick facts

CERTIFICATE OF INSURANCE

PRODUCER

SET SEG
1520 Earl Avenue
East Lansing, MI 48823

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

INSURED

Jackson Public Schools
522 Wildwood Ave |
Jackson, MI 49201

A MASB-SEG Property/Casualty Pool, Inc.

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 TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	**GENERAL LIABILITY** [X] Comprehensive Form [X] Premises/Operations [X] Products/Completed Operations [X] Broad Form Property Damage [X] Personal Injury	PC 0003463 09	5/24/2024	5/27/2024	BI & PD COMBINED OCCURRENCE BI & PD COMBINED AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY AGGREGATE	$1,000,000 $3,000,000 $1,000,000 $3,000,000
A	**EXCESS LIABILITY** [X] General Liability [X] Automobile Liability [X] Garage Liability	PC 0003463 09	5/24/2024	5/27/2024	OCCURRENCE ANNUAL AGGREGATE	$10,000,000 $10,000,000

DESCRIPTION City of Jackson and Downtown Development Authority is hereby added as additional insured for general liability but only as respects to the districts High School Graduation held on 5/26/2024, rain date 5/27/2024.

CERTIFICATE HOLDER

City of Jackson and Downtown Development Authority
161 W. Michigan Avenue |
Jackson, MI 49201
Additional Insured

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Katie Lehman

Katie Lehman
PROPERTY/CASUALTY DEPARTMENT

2/13/2024

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: Cruise Ins and Concerts

Recommendation:

> Approve a request from the Jackson Downtown Development Authority, Michigan Theatre, and Jackson Symphony Orchestra to conduct their Cruise In and Concert events on May 24, June 28, July 26, August 23, and September 27, 2024 from 5:00 p.m. to 9:30 p.m. in Downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Downtown Development Authority Cruise-In and Concert events.

I recommend approval for the Jackson Downtown Development Authority Cruise In and Concert events. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION: Approve a request from the Jackson Downtown Development Authority, Michigan Theatre, and Jackson Symphony Orchestra to conduct their Cruise In and Concert events on May 24, June 28, July 26, August 23, and September 27, 2024 from 5:00 p.m. to 9:30 p.m. in Downtown Jackson.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$10,000.00
		TOTAL	***$10,000.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Trash cans and picnic tables, no parking tripods, and barricades for road closures, electrical

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson's Insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Downtown Development Authority, Michigan Theatre, and Jackson Symphony Orchestra to conduct their Cruise In and Concert events on May 24, June 28, July 26, August 23, and September 27, 2024 from 5:00 p.m. to 9:30 p.m. in Downtown Jackson.

ATTACHMENTS

1. SEA -- Cruise Ins & Concerts (2024)

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☒ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Applicant Information

Sponsoring Organization Legal Name: Jackson DDA		
Address: 161 W. Michigan Ave		Phone: (517) 768-6410
Tax ID#:	Website:	
Contact Name: Beth Kuipers	Phone: 517-800-1445	Email: jacksonddaca cityofjackson.org
Contact Name:	Phone:	Email:
Contact Name During Event: same as above		Phone: ( )

Event Information

Event Name: Cruise Ins & Concert

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
Every 4th Friday May to September	10 am 3:30	5pm	9pm	9:15 pm

Has this event occurred before? ☒ Yes, (if yes, how many previous years? 24 ☐ No

Do you expect this event to occur again next year? yes What is the expected attendance for this event? 2,500

Type of Event (*please check all that apply*)

☐ Walk/Run ☒ Festival ☐ March/Parade ☐ Other: _____

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☒ Horace Blackman Park

☒ Bucky Harris Park

☐ Ella Sharp Park *(requires Ella Sharp Board approval)*

☐ GrandRiver Farmers Market Pavilion

☒ TRUE City Square (Stage)

☐ MLK Equality Trail

☐ Other Location: _____

☒ Streets: Various downtown streets (see map & street closures)

☐ Other Park: _____

Brief Description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

Every 4th Friday Downtown Jackson Cruise In & Concert

Dates: May – 24th
June – 28th
July – 26th
August – 23rd
September – 27th

Family friendly event w/ cars, food & fun

Street Closure – *Please indicate all street closures on your map.*

Street Name: Michigan Ave Cross Streets Blackstone to MLK
Closure Start Date: All SEE Above Time: _____ Closure End Date: See each dat Time: _____

Street Name: Mechanic St Cross Streets Pearl & Cortland
Closure Start Date: " Time: _____ Closure End Date: _____ Time: _____

Street Name: Jackson St Cross Streets Pearl & Cortland
Closure Start Date: " Time: _____ Closure End Date: _____ Time: _____

Street Name: Hayes Ct Cross Streets Pearl & Michigan Ave
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Inground & TRUE Stage @ Horace Blackman
Amount of electrical wattage needed: _____ Amount of plug ins: 4-8 /All
Locations of where plugs are needed: Horace Blackman & Buckley Harris park
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☒ **Food/Vendors**: Indicate vendors requirements: 2-6
Amount of electrical wattage needed: Inground power Amount of plug ins: 2-7
Locations of where plugs are needed: Both parks Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☒ Other: Extra trash cans w/ liners (DPW) 10, picnic tables (parks) 6, 20 No parking
, Increased police patrols

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

4-6 garbage we will provide to be dropped off & picked up
we also asked for more from DPW (10)

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

extra bathrooms in the Horace blackman.

Required Attachments for Application Processing

Insurance	
Please request the following documentation from your insurance carrier.	
Insurance Type	**Requirements**
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level I Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☑Route Plan	☐Emergency Vehicle Access	☑Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☑Trash Receptacles	☐Requested Reserved Parking
☑Assembly Locations	☑Requested Street Closures	☐Electrical Wires & Outlets
If these details change, a revised map must be provided seven days prior to event. *Revised maps cannot include any additional street use, reserved parking, or additional space reservations.*		

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

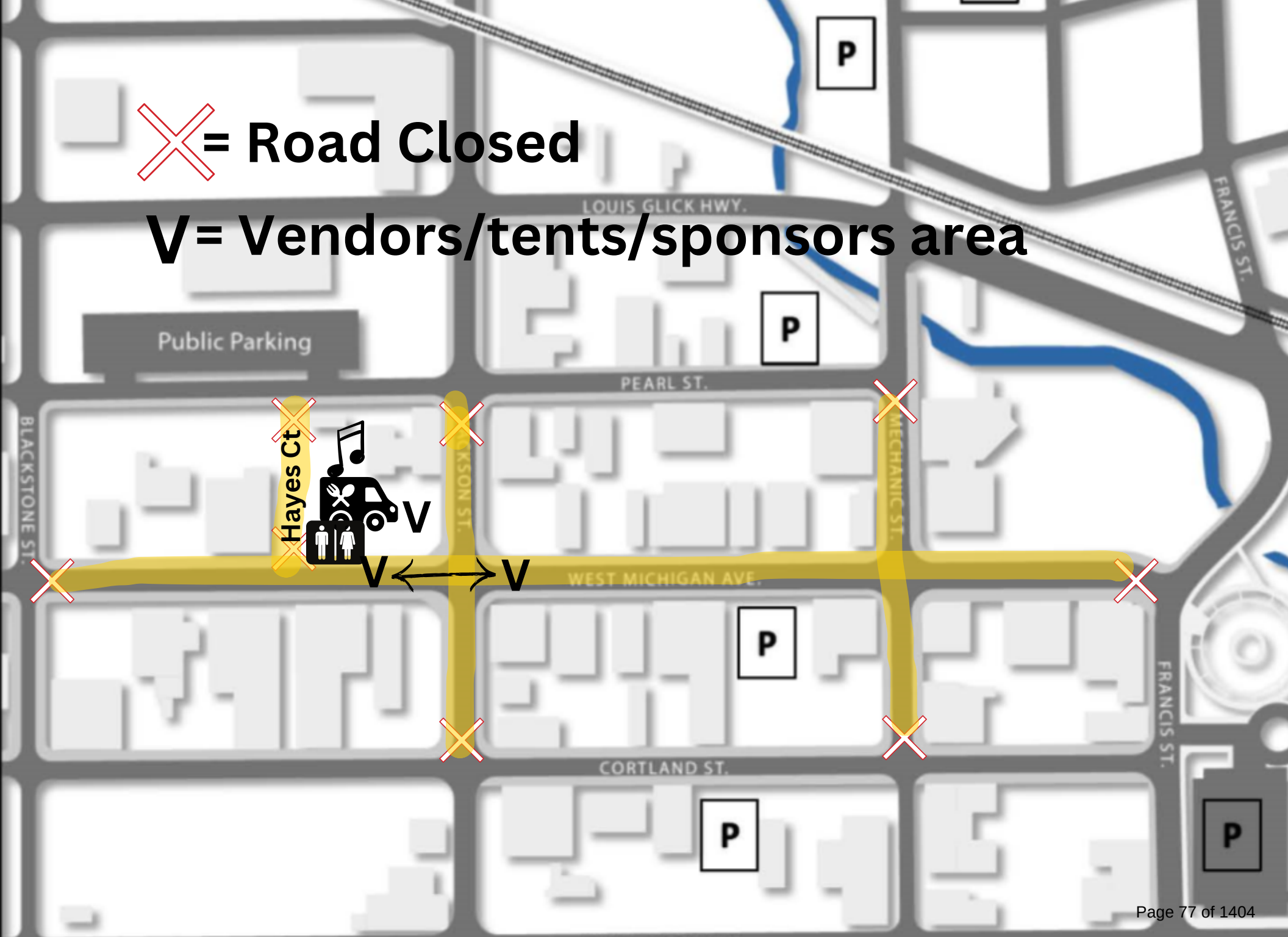
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: _____

Date: 2/6

Office Use ONLY
Application Received:
Date:
Time: Andrea 2/6
By:
Application Fee Received: N/A

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS*****
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval


= Road Closed
V= Vendors/tents/sponsors area
Public Parking
LOUIS GLICK HWY.
PEARL ST.
WEST MICHIGAN AVE.
CORTLAND ST.
BLACKSTONE ST.
FRANCIS ST.
MECHANIC ST.
Hayes Ct
V
V
V
P

Cruise in and Concert Details

Note 2 closure types/staging for DPW

- **Ask that all barricades be placed near intersections (not blocking) by AM**
- **DDA will move them into place later in the afternoon (around 2pm) and we will place large signs that state why the road is closed and a hard time for cars to be off the road (we found this helped last year).**
- **Thank you DPW for moving all the barricades after the Car Show. At the end of the event/Monday morning the DDA will come and remove all the signage attached to the road closed barricades. Please don't discard them.**
- **We will keep some of the tri-pods from the first Car Show to use throughout the season so you only need to drop them off once.**
- **Large trash cans with liners(if possible) dropped at Horace Blackman park**
-

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: Back to the Bricks

Recommendation:

> Approve a request from the Jackson Downtown Development Authority and Back to the Bricks to host their Back to the Bricks Car Tour on June 7, 2024, from 5:00 p.m. to 8:00 p.m. on the streets of Downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for Back to the Bricks.

I recommend approval for the Back to the Bricks event. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION: Approve a request from the Jackson Downtown Development Authority and Back to the Bricks to host their Back to the Bricks Car Tour on June 7, 2024, from 5:00 p.m. to 8:00 p.m. on the streets of Downtown Jackson.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$500.00
Police	X		$0.00
Public Works	X		$2,000.00
	TOTAL		***$2,500.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Trash cans and picnic tables, no parking tripods, and barricades for road closures, electrical

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson's insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Downtown Development Authority and Back to the Bricks to host their Back to the Bricks Car Tour on June 7, 2024, from 5:00 p.m. to 8:00 p.m. on the streets of Downtown Jackson.

ATTACHMENTS

1. SEA--Back to the Bricks

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☒ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Applicant Information

Sponsoring Organization Legal Name: Jackson DDA w/ Back to the Bricks		
Address: 161 W. Michigan Ave		Phone: (517) 768-6410
Tax ID#:	Website:	
Contact Name: Beth	Phone: 517-800-1445	Email: Jacksonddaca cityofjackson.org
Contact Name: Andrea	Phone: 517-392-7912	Email: aeconca cityofjackson.org
Contact Name During Event: Same as above		Phone: (↑)

Event Information

Event Name: Back to the Bricks

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
June 7th	10 am	5 pm	8 pm	8:15 pm

Has this event occurred before? ☒Yes, (if yes, how many previous years? 1 time 10 years ago ☐No

Do you expect this event to occur again next year? NO What is the expected attendance for this event? 500+

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☐Other:_____

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☒Horace Blackman Park

☒Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☒TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☒ Streets: Various downtown streets (see map; Street closures

☒Other Park: No parking, Tripods, extra garbage in park, picnic tables?

Brief Description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

Back to the Blocks car show/car tour. We are hosting their tour start date. Classic cars, family fun car show

Street Closure– *Please indicate all street closures on your map.*

Street Name: Michigan Ave Cross Streets Blackston to MLK

Closure Start Date: 6/7 Time: 3:30 Closure End Date: 6/7 Time: 8:30

Street Name: Mechanic St Cross Streets Pearl to Cortland

Closure Start Date: " Time: " Closure End Date: " Time: "

Street Name: Jackson St Cross Streets Pearl to Cortland

Closure Start Date: " Time: " Closure End Date: " Time:

Street Name: Hayes Ct Cross Streets Pearl to Cortland

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Inground & others

Amount of electrical wattage needed: inground & Mave Amount of plug ins: 4 - 8

Locations of where plugs are needed: Bucky Harris / Horace Blackman / Powerbox by JSO

****All electrical lines MUST be covered to limit tripping hazards. **** Powerbox by Lion Ralcto

☐ **Water Needs:** Indicate water requirements: _____

Amount of water needed: _____ Locations of where water is needed: _____

☒ **Food/Vendors:** Indicate vendors requirements: 2 - 6 Food trucks

Amount of electrical wattage needed: Inground Amount of plug ins: 2-6

Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)

Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides:** If yes indicate electrical requirements: _____

Amount of electrical wattage needed: _____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐ **Fireworks:** If yes indicate electrical requirements: _____

Amount of electrical wattage needed: _____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐ Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☒ Other: No-Parkin tri (use what DDA has), DPW 4 trash cans, Parks picnic tables

Parks can we open Bathrooms in Buckey Harris for this one?

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

4-6 90 gallon trash cans will be provided by DDA for any overflow. Tactical Trash out will drop off cans and take garbage away the next day

extra cans (4) from DPW please (Horace Blackman Park)

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

Extra bathrooms at Horace Blackman Park

DDA will open and close the Bucky Harris bathrooms along with providing a few extra portable bathrooms in Horace Blackman

Required Attachments for Application Processing

Insurance	
Please request the following documentation from your insurance carrier.	
Insurance Type	**Requirements**
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level I Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☑Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☑Tables
☐Tent Locations	☑Trash Receptacles	☐Requested Reserved Parking
☑Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets
If these details change, a revised map must be provided seven days prior to event. *Revised maps cannot include any additional street use, reserved parking, or additional space reservations.*		

This event will follow the same map and structure of the Cruise In and Concerts

Note 2 closure types/staging for DPW

- Ask that all barricades be placed near intersections (not blocking) by AM
- DDA will move them into place later in the afternoon (around 2pm) and we will place large signs that state why the road is closed and a hard time for cars to be off the road (we found this helped last year).
- Thank you DPW for moving all the barricades after the Car Show. At the end of the event/Monday morning the DDA will come and remove all the signage attached to the road closed barricades. Please don't discard them.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

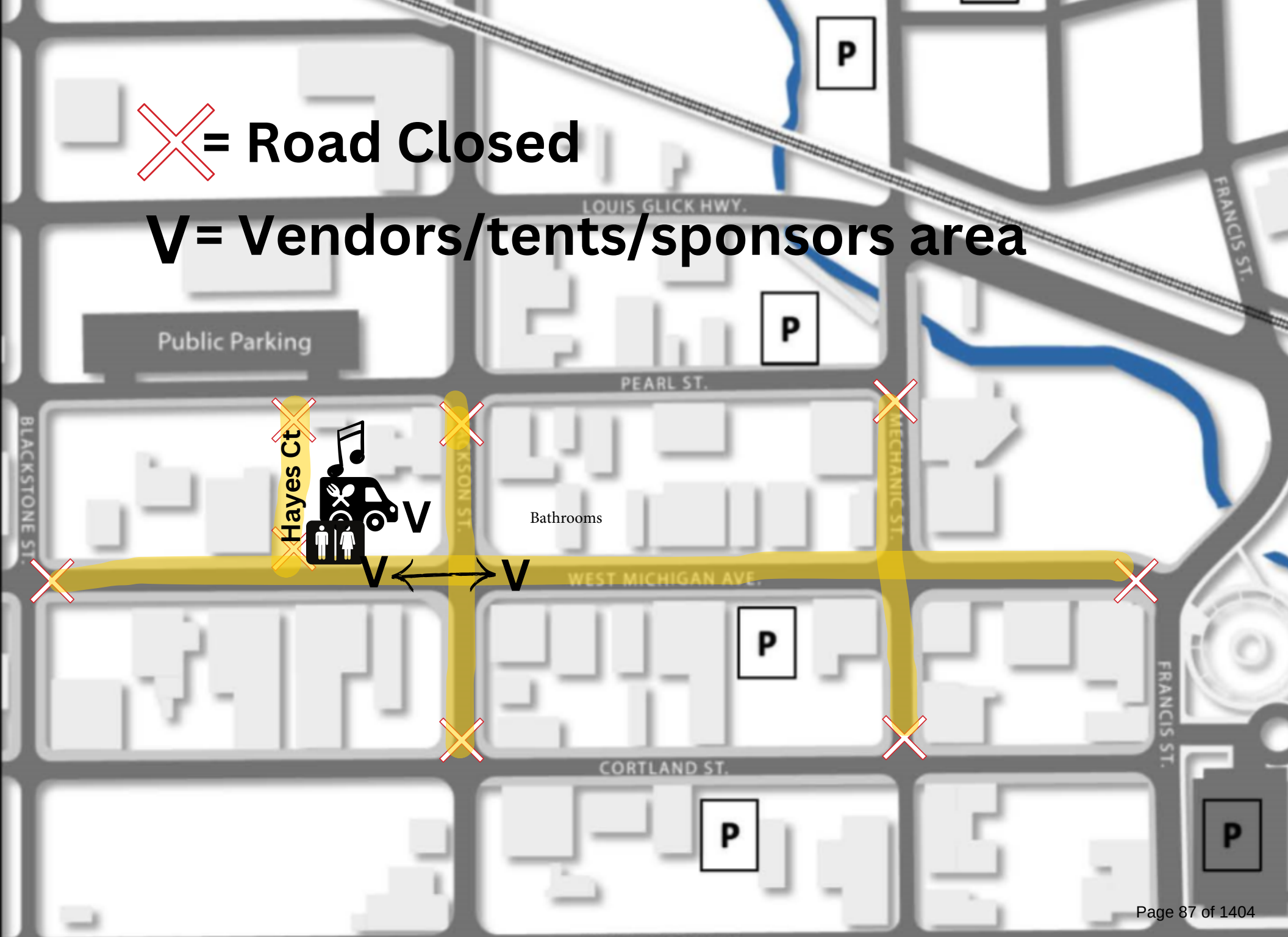
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: _____

Date: 2/6/24

Office Use ONLY
Application Received:
Date:
Time: AE
By:
Application Fee Received: N/A

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval


= Road Closed
V= Vendors/tents/sponsors area
Public Parking
LOUIS GLICK HWY.
PEARL ST.
WEST MICHIGAN AVE.
CORTLAND ST.
Hayes Ct
V
V
V
Bathrooms
BLACKSTONE ST.
MECHANIC ST.
FRANCIS ST.
P

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: City of Jackson Police Department Police Memorial

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Recommendation:

Approve a request from the City of Jackson Police Department to host their Police Memorial on May 8, 2024, in Horace Blackman Park.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for JPD Police Memorial.

I recommend approval of the special event application for the JPD Police Memorial. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION: Approve a request from the City of Jackson Police Department to host their Police Memorial on May 8, 2024, in Horace Blackman Park.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$200.00
		TOTAL	***$200.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closures

OWNERSHIP

Insurance Status: Covered under the City of Jackson's insurance policy

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the City of Jackson Police Department to host their Police Memorial on May 8, 2024, in Horace Blackman Park.

ATTACHMENTS

1. SEA--Police Officer Memorial

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $50 Application Fee
- ☐ $25 Late/Rush Fee
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft^2 and does not block any intersections, driveways, or right-of-ways.

Applicant Information

Sponsoring Organization Legal Name: City of Jackson Police Department		
Address: 216 E. Washington Ave		Phone: (517) 768-8752
Tax ID#:	Website:	
Contact Name: R. Michael Klimmer	Phone: (517) 768-8752	Email: mklimmer@cityofjackson.org
Contact Name:	Phone:	Email:
Contact Name During Event: Same		Phone: ( )

Event Information

Event Name: Police Officer Memorial

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
May 8, 2024	0800	12:00	13:00	14:00

Has this event occurred before? ☒Yes, (if yes, how many previous years? 6 years ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 250

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☒Other: Memorial Service

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☒Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☒TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location: _____

☐ Streets: _____

☐Other Park: _____

Brief description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

An event sponsored by the City of Jackson Police Department honoring all local fallen officers.

Street Closure– *Please indicate all street closures on your map.*

Street Name: Hayes Ct. Cross Streets W. Michigan / Pearl St.

Closure Start Date: 5/8/2023 Time: 0800 Closure End Date: 5/8/2023 Time: 14:00

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: True Community Stage
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)
☐Other: _____

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: _____

Date: 3/4/2023

Office Use ONLY	
Application Received:	
Date:	
Time:	3/6/24 A.E.
By:	
Application Fee Received:	

Application Requirements

Application MUST be submitted 60 days PRIOR to event
*****NO EXCEPTIONS*****

Application MUST be submitted along with all required attachments to:
City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or aecon@cityofjackson.org
(517) 768-6411

Prohibited Items
Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Special Event Application: Memorial Day Procession and Ceremony

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Recommendation:

> Approve a request from the Jackson County Veteran's Council to conduct their Memorial Day Procession and Ceremony on Monday, May 27, 2024, on the streets of downtown Jackson.

Attached are memos and supporting documentation from Beth Kuiper regarding the Special Event Application for the Memorial Day Procession and Ceremony.

I recommend approval of the special event application for the Memorial Day Procession and Ceremony. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: April 2, 2024

RECOMMENDATION: Approve a request from the Jackson County Veteran's Council to conduct their Memorial Day Procession and Ceremony on Monday, May 27, 2024, on the streets of downtown Jackson.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$600.00
Police	X		$450.00
Public Works	X		$800.00
		TOTAL	***$1,850.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Street closures; city's stage on wheels, weekend garbage removal, police escort

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson's insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson County Veteran's Council to conduct their Memorial Day Procession and Ceremony on Monday, May 27, 2024 on the streets of downtown Jackson.

ATTACHMENTS

1. SEA--Memorial Day Procession

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $50 Application Fee
- ☐ $25 Late/Rush Fee
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft^2 and does not block any intersections, driveways, or right-of-ways.

Applicant Information

Sponsoring Organization Legal Name:	Jackson County Veterans Council	
Address: c/o Post 29 3200 Lansing Ave, Jxn 49202		Phone: (517) 960-9268
Tax ID#: —	Website: —	
Contact Name: David Welihan	Phone: 517-960-9268	Email: david_welihan@hotmail.com
Contact Name:	Phone:	Email:
Contact Name During Event: David Welihan		Phone: (517) 960-9268

Event Information

Event Name: Memorial Day Procession and Ceremony

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
May 27, 2024	09:00	10:00	12:00	12:00

Has this event occurred before? ☐Yes, (if yes, how many previous years? 80 +) ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 200

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☒March/Parade ☒Other: Memorial Ceremony

Event Location – *Choose any of the following that apply. For parks, include a map of the area being used.*

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☒Other Location: Mt Evergreen Cemetery @ Rockwell entrance

☐ Streets:

☐Other Park:

Brief description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.

March from Michigan Ave south on Jackson St to Greenwood south to Rockwell, east to cemetery entrance. March starts at 10:00 Am. Would like to have crossing guards at cross streets along the route.

Would request Police Vehicle to lead Procession.

Street Closure– *Please indicate all street closures on your map.*

Street Name: Michigan Ave Cross Streets Between Mechanic & Jackson

Closure Start Date: 9:00 Am Time: 10:30 Am Closure End Date: Time:

Street Name: ~~Cortland~~ Cross Streets ~~Riddle~~

Closure Start Date: Time: Closure End Date: Time:

Street Name: ~~Washington~~ Cross Streets ~~Morrell~~

Closure Start Date: Time: Closure End Date: Time:

Street Name: ~~Wesley~~ Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: ~~Mason~~ Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: ~~Franklin~~ Cross Streets

Closure Start Date: Time: Closure End Date: Time:

As Procession Passes

Michigan Ave closed for procession lineup. All other streets will be up to volunteers ad crossing guards.

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs:** Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors:** Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides:** If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks:** If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)
☒Other: Small stage at ceremony

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☒ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☒Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

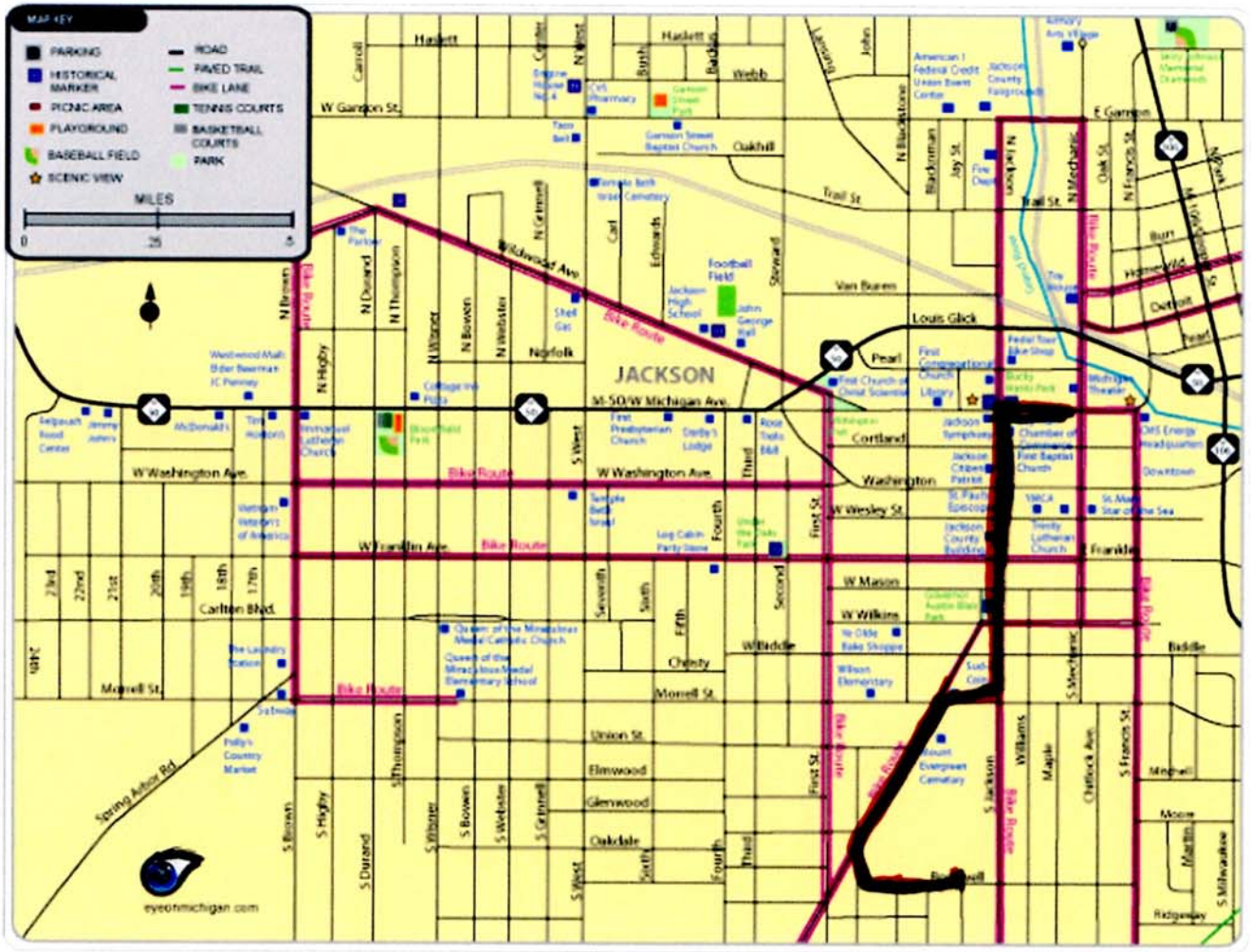
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Heather Wickham

Date: Feb 25, 2024

Office Use ONLY
Application Received:
Date:
Time: AE 3/6/24
By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval


MAP KEY
PARKING
HISTORICAL MARKER
PICNIC AREA
PLAYGROUND
BASEBALL FIELD
SCENIC VIEW
ROAD
PAVED TRAIL
BIKE LANE
TENNIS COURTS
BASKETBALL COURTS
PARK
MILES
JACKSON
M-50/W Michigan Ave.
W Washington Ave.
W Franklin Ave.
Bike Route
Wildwood Ave
Louis Glick
Pearl
Cortland
Washington
W Wesley St
W Mason
W Wilkins
Biddle
Morrell St.
Carlton Blvd.
Spring Arbor Rd
Union St.
Elmwood
Glenwood
Oakdale
Chestnut
Hackett
Trail St
Van Buren
Norfolk
Fourth
Third
First St.
Second
Fifth
Sixth
Seventh
Webb
Oakhill
Garrison Street Baptist Church
Football Field
Jackson High School
John George Hall
Westwood Mall
Elder Beerman
JC Penney
McDonald's
Immanuel Lutheran Church
Bicentennial Park
First Presbyterian Church
Derby's Lodge
Rose Trellis B&B
Log Cabin Party Store
Queen of the Miraculous Medal Catholic Church
Queen of the Miraculous Medal Elementary School
Wilson Elementary
Mount Evergreen Cemetery
Jackson County Building
Jackson Symphony
Chamber of Commerce
First Baptist Church
YWCA
St. Mary Star of the Sea
First Congregational Church
First Church of Christ Scientist
Michigan Theater
Federal Trail Bike Shop
No Olde Bike Shoppe
Polly's Country Market
The Laundry Station
Subway
Walgreens
Jimmy John's
Tim Hortons
Veterans of America
Log Cabin Park
Austin Blvd. Park
Bicentennial Park
American 1 Federal Credit Union Event Center
Jackson County Fairgrounds
Kiwanis Arts Village
DTE Energy Headquarters
Downtown
eyeonmichigan.com

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Resignation - Environmental Commission

Recommendation:

Accept and place on file Councilmember Forgrave's resignation from the Environmental Commission

Andrea Muray

From: Will Forgrave <forgravefor6@gmail.com>
Sent: Wednesday, March 20, 2024 10:41 AM
To: Andrea Muray; Jonathan Greene; Daniel Mahoney; Troy White
Subject: Fwd: Environmental Commission Seat

Hello everyone:

Below is my original email from September 2023 resigning from the Environmental Commission and my email to Andrea December of last year reiterating my resignation from the Environmental Commission.

Third time's a charm: I HAVE RESIGNED FROM THE ENVIRONMENTAL COMMISSION effective Sept. 21, 2023.

Will Forgrave
517-316-5750
forgravefor6@gmail.com

---------- Forwarded message ---------
From: **Will Forgrave** <forgravefor6@gmail.com>
Date: Tue, Dec 12, 2023 at 6:18 PM
Subject: Fwd: Environmental Commission Seat
To: Andrea Muray <amuray@cityofjackson.org>

I've emailed everyone except for you, and ironically you're the person I'm supposed to email in this situation. I stepped down from the EC in September.

Will Forgrave
517-316-5750
forgravefor6@gmail.com

---------- Forwarded message ---------
From: **Will Forgrave** <forgravefor6@gmail.com>
Date: Thu, Sep 21, 2023 at 9:12 AM
Subject: Environmental Commission Seat
To: Daniel Mahoney <dmahoney@cityofjackson.org>, Jonathan Greene <jgreene@cityofjackson.org>, <kellikazmier@gmail.com>

Hey all:

It's time I step down from the Environmental Commission. I've started to volunteer coach lacrosse at the high school and I've missed a number of meetings the last quarter because there's a conflict with practice.

I can't continue to do both, and I think my time is better spent coaching and the commission's time is better spent with a council rep who attends.

Will Forgrave
517-316-5750
forgravefor6@gmail.com

MONTH-TO-MONTH LEASE
BETWEEN THE CITY OF JACKSON AND
RESIDENTS IN ACTION, INC.

THIS LEASE, made on this _____ day of April, 2024 by and between the City of Jackson, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201 (hereinafter "the City"), and Residents in Action, Inc., a Michigan nonprofit corporation, with offices located at 915 Orchard Place, Jackson, Michigan 49203 (hereinafter "RIA");

WITNESSETH:

WHEREAS, the City owns real property located at 302 W. Morrell Street, Jackson, Michigan ("the Property") (former TA Wilson School) that is legally described and depicted on Exhibit A; and

WHEREAS, RIA is a domestic nonprofit corporation organized for, in part, addressing the needs of the low income and homeless community by providing resources, housing assistance, support, and mentorship;

WHEREAS, RIA has the authority to contract with local units of government and private agencies/individuals for the non-profit purposes for which it was incorporated;

WHEREAS, the Jackson City Council, by motion made on December 20, 2022, allocated certain American Rescue Plan Act funds dedicated to the City of Jackson and, upon receipt and review of a submitted RFP and public hearing, selected RIA to address the emergent homelessness crisis in Jackson through March 31, 2023 through the organization's commitment to providing hotel/motel accommodations to homeless persons/families; food cards; clothing and warming supplies; and other specified homelessness services in the total amount of $198,720;

WHEREAS, in September of 2023, the Jackson City Council approved renovations by R.W. Mercer to the Annex Building located on the Property (the "Annex") in the amount of $421,830 and further approved contracts with RIA for $168,173.13 and 2nd Chance for All for $21,060 for homeless sheltering, management, and outreach services through March 31, 2024;

WHEREAS, RIA seeks to continue its operations within the Annex only, at its sole cost and expense, and under the terms of this month-to-month lease agreement while it finalizes the purchase of the Property; and

WHEREAS, the City of Jackson desires to permit RIA to continue its shelter operations within the Annex Building only, as more fully specified herein and during such time as the City of Jackson finalizes the sale of the Property to RIA as approved by the Jackson City Council at its March 19, 2024 meeting, and in order that RIA receives all required City approvals and makes all

improvements necessary for RIA to independently own and operate the entire Property as a resource center including sheltering, management and community outreach services;

NOW, THEREFORE, in consideration of the above recitals which are incorporated in to the terms of this Agreement, and in consideration of the promises and mutual covenants hereinafter contained, the parties agree as follows:

1. **Leased Property**. That the City, for and in consideration of the lease rate set forth in paragraph 3 and the covenants herein, does hereby lease to RIA the Annex located on the Property which shall be referred to hereafter as "the Annex" or "the Leased Property."

2. **Use of Annex Building**. RIA shall be permitted to continue shelter operations at the Annex at its sole cost and expense under the terms of this Lease. No other use or occupancy of the Property, including the school building, shall be permitted under this Lease without the prior written consent of the City.

3. **Lease Rate**. The lease rate is one dollar ($1.00) per month. RIA is responsible for all utilities (water, sewer, internet/cable, gas and electric service) for the Leased Property and maintenance associated therewith. RIA will be responsible for direct payment of the utilities to the utility companies.

4. **Term**. This lease shall be month-to month, terminable at the City's option and at its sole and absolute discretion. The City shall provide RIA with ten (10) days' prior written notice in the event it seeks to terminate this Lease, after which time all operations at, and occupancy of, the Annex shall cease.

6. **Use of Premises**. The Annex is to be used and occupied by RIA solely for the prior City-Council approved use as a shelter/resource center and may not be used by RIA for any other purpose without the prior written consent of the City.

7. **Parking**. Parking spaces located on the Property may be utilized by RIA, its staff, and authorized contractors/vendors during the term of this Lease.

8. **Compliance with Laws**. No activity shall be conducted on the Property that has not been approved by the City and that does not otherwise comply with federal, state or local laws, ordinances or regulations.

10. **Maintenance of the Leased Property**. That RIA shall not perform any act or carry out any practices which will damage or destroy the Property, and shall at all times keep the Property clean and free from rubbish, debris or unsanitary conditions. RIA covenants and agrees that RIA will:

    (a) At its own expense, keep and maintain the Property in good and safe repair; and

(b) RIA may choose to conduct snow removal, mowing, and other necessary weather related maintenance as required for the continued use and occupancy of the entire Property, including, drives, walks, parking areas and grounds or pay the City to perform the same which shall cover allocated costs associated with said performance.

11. **Alterations, Additions or Improvements**. All alterations, additions or improvements to the Annex shall be pre-approved by the City in writing, and shall upon termination of this lease, become the property of the City without reimbursement for cost of providing said improvements. No structural improvements whatsoever may be made to the Annex. If any alteration, addition or improvement is in the process of completion at the time of termination by either party, at the City's option and discretion, RIA must either complete the alteration, addition or improvement at RIA's cost, or remove the alteration, addition or improvement and restore the Leased Property back to original condition at RIA's cost.

12. **Right of Entry and Common Areas**. The City shall have the right to enter the Property at all reasonable hours for the purposes of inspecting the same to ensure compliance with the terms of this lease agreement.

13. **Taxes, Special Assessments and Levies.** That during the term of this lease, RIA will pay any and all taxes, special assessments, or other governmental levies assessed against the Leased Property.

14. **Liability Insurance**. That RIA shall obtain and keep in full force and effect during the entirety of this lease a general liability insurance policy which will also protect the City as an additional insured in the amount of $1,000,000 for each personal injury claim, $1,000,000 for each property damage claim, and $2,000,000 for claims in the aggregate. Certificates and Endorsements naming the City of Jackson as an additional insured under RIA's liability policy evidencing insurance required by this lease and the Certificates and Endorsements shall be presented to the City Attorney for approval prior to the effective date of this lease, said certificates to expressly provide that in the event such insurance is cancelled, the City shall be notified at least ten (10) days prior to the effective date of such cancellation.

15. **Risk of Loss**. All RIA's personal property on the Leased Property shall be kept at its sole risk. The City shall not be responsible or liable to RIA for any loss of business or other loss or damage that may be occasioned by or through the acts or omissions of persons occupying adjoining the Leased Property or any part of the Leased Property adjacent to or connected with the Leased Property or any part of the Building of which the Leased Property are a part or for any loss or damage resulting to RIA or its business or property from water, gas, sewer, or steam pipes that burst, overflow, stop, or leak; from heating, cooling, or plumbing fixtures; or from electric wires or gas odors within the Leased

Property from any cause, except as may result from and be directly caused by the gross negligence or recklessness of the City. The provisions of this section shall not be interpreted to prevent RIA from recovering any losses under the coverage provided by the City's fire and extended coverage insurance policy, if any losses of RIA are covered by that policy.

16. **Damage to the Leased Property**. If the Leased Property is partially damaged or destroyed through no fault of RIA, the City shall, at its own expense, promptly repair and restore the Leased Property. If the Property is totally destroyed through no fault of RIA or if the Leased Property cannot be repaired and restored by the expiration of this lease, either party shall have the right to terminate this Lease, effective as of the date of the event, by giving the other party written notice of termination within ten (10) calendar days after the occurrence of the event. If the notice is given within that time period, this Lease shall terminate. If the notice is not given within the required period, this Lease shall continue and the City shall repair the Leased Property.

17. **Release and Discharge**. The City and RIA, and all parties claiming under them, mutually release and discharge each other from all claims and liabilities arising from or caused by any hazards covered by insurance on the Leased Property or covered by insurance in connection with the Leased Property on or activities conducted on the Leased Property regardless of the cause of the damage or loss.

18. **Indemnification**. RIA agrees to indemnify and defend the City against and hold the City harmless from any liability, loss, damage, cost, or expense (including attorney fees) based on any claim, demand, suit, or action by any person or entity with respect to any personal injury (including death) or property damages, from any cause regarding RIA's use of the Property, except for liability resulting from the intentional acts or gross negligence of the City or its employees, agents, invitees, or business visitors.

19. **Assignment, Subleasing and Transfers**. RIA agrees that it will not assign, sublet, transfer or mortgage the Leased Property without the express written consent of the City.

20. **Cancellation of Lease**. RIA agrees that this lease may be cancelled at the option of the City if any of the following events occur:

    (a) RIA abandons its operations on the premises for a period of in excess of thirty (30) consecutive days; or
    (b) RIA is declared bankrupt or insolvent according to law; or
    (c) A receiver is appointed for the business or property of RIA; or
    (d) An assignment is made by RIA for the benefit of creditors; or
    (e) RIA neglects or fails to perform its obligation to pay lease rate or utilities when due; or
    (f) RIA neglects or fails to perform any other covenants in this Lease.

The City shall give five (5) days written notice of cancellation to RIA unless an emergency exists which could cause substantial damage to the property if the five (5) days' notice period is complied with, in which case the City shall give forty-eight (48) hours' notice by hand delivery to an agent or Officer of RIA. The City may also terminate this Lease without cause upon ten (10) days-notice to RIA as set forth herein.

21. **Repairs Upon Default**. In addition to the City's other rights and remedies as set forth in this Lease and without waiving any of those rights, if the City deems any repairs necessary that RIA is required to make or if Lessee is in default in the performance of any of its obligations under this Lease, the City may, on failure of RIA to meet the obligation, make or cause repairs to be made and defaults to be cured and shall not be responsible to RIA for any loss or damage that occurs by reason of that action, and RIA agrees that it will immediately on demand pay the City's reasonable costs for curing as additional lease rate under this Lease.

22. **Waiver**. The failure of the City to enforce any covenant or condition of this Lease shall not be deemed a waiver of its right to enforce each and every covenant and condition of this Lease. No provision of this Lease shall be deemed to have been waived unless the waiver is in writing.

23. **Enforcement Costs**. Any fees, costs, or expenses incurred by a prevailing party enforcing the other party's obligations under this Lease, including reasonable attorney fees, shall be due and payable immediately under the Lease.

24. **Notice**. First class letter mailed to the City and RIA as follows shall give notice for any purpose related to this agreement:

To the City:
City of Jackson
161 West Michigan Avenue
Jackson, Michigan 49201
Attn: City Manager

To Tenant:
Residents in Action, Inc.
915 Orchard Place, Jackson, Michigan 49203
Attn: Tashia Carter, Executive Director

25. **Amendments, Modifications and Alterations to Lease**. No amendments, modifications or alterations of this document shall be binding unless the same shall be in writing and dated subsequent to the date hereof and executed by the City and RIA.

26. **No Discrimination Permitted**. RIA in its operation hereunder will not discriminate against any person, firm or corporation based upon race, color, national origin, sexual orientation, gender identity, sex, marital status or physical disability.

27. **Contingent Approvals**. This Lease is contingent upon RIA Board approval, and approval of the City of Jackson City Council and City Attorney.

28. **Enjoyment of Leased Premises**. Upon performance of all the above covenants, RIA shall have, hold and enjoy the Leased Property for the term of this Lease.

29. **Captions and Numbering**. All captions, headings, paragraph and subparagraph numbers and letters are solely for reference purposes and shall not be deemed to supplement, limit, or otherwise vary the text of this Agreement.

30. **Entire Agreement**. This Agreement contains the entire agreement of the parties regarding its subject matter, and this Agreement may not be amended or modified except by a written instrument executed by the parties to this Lease unless by a subsequent Development Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day first above written.

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

RESIDENTS IN ACTION, INC.

Dated: April __, 2024

By:_____
Tashia M. Carter
Its: Executive Director

CITY OF JACKSON

Dated: April __, 2024

By:_____
Jonathan Greene
Its: City Manager

EXHIBIT A

PROPERTY

Property located in the City of Jackson, County of Jackson and State of Michigan, and described as follows, to-wit:

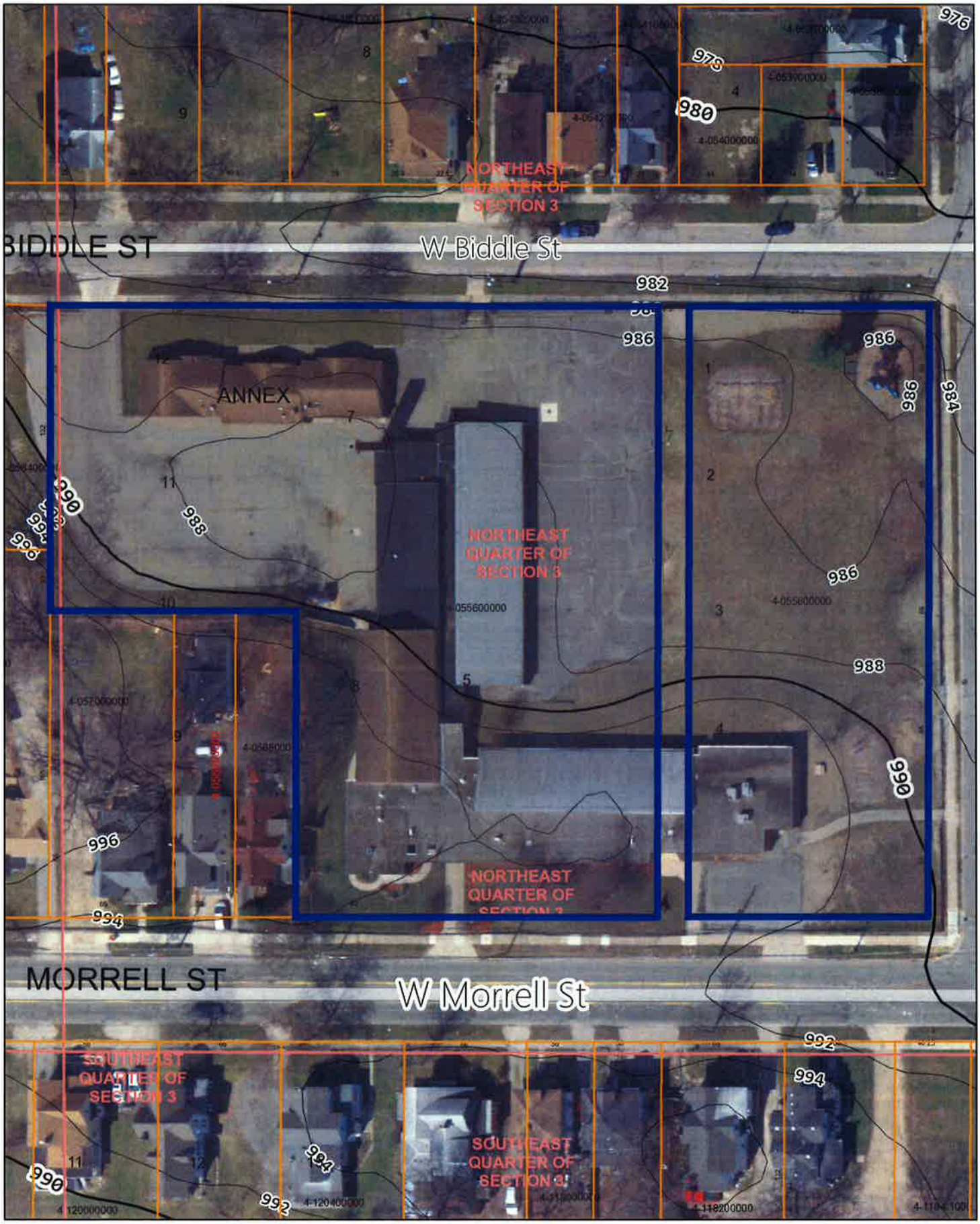
0567, 0571, 0573 LAND BEG AT INTERS OF N LN OF MORRELL ST WITH W LN OF BLACKSTONE ST TH W ALG N LN OF MORRELL ST TO A PT 410 FT E OF E LN OF FIRST ST TH N 165 FT TH W TO E LN OF EATON WEBSTER & HARWOOD'S ADD TH N ALG E LE OF SD SUB DIV 165 FT TO S LN OF BIDDLE ST TH E ALG S LN OF BIDDLE ST TO W LN OF BLACKSTONE ST TH S ALG W LN OF BLACKSTONE ST TO POB INCLUDING LOTS 1, 2, 3, 4, 5, 6, 7, 8, 11 & 12 & PARTS OF LOTS 9 & 10 & PART OF VACATED MORRELL ST AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B8S R2W

Commonly known as: 302 W. Morrell Street, Jackson, Michigan 49203

Parcel Tax ID#: 4-055600000

Jackson County, MI

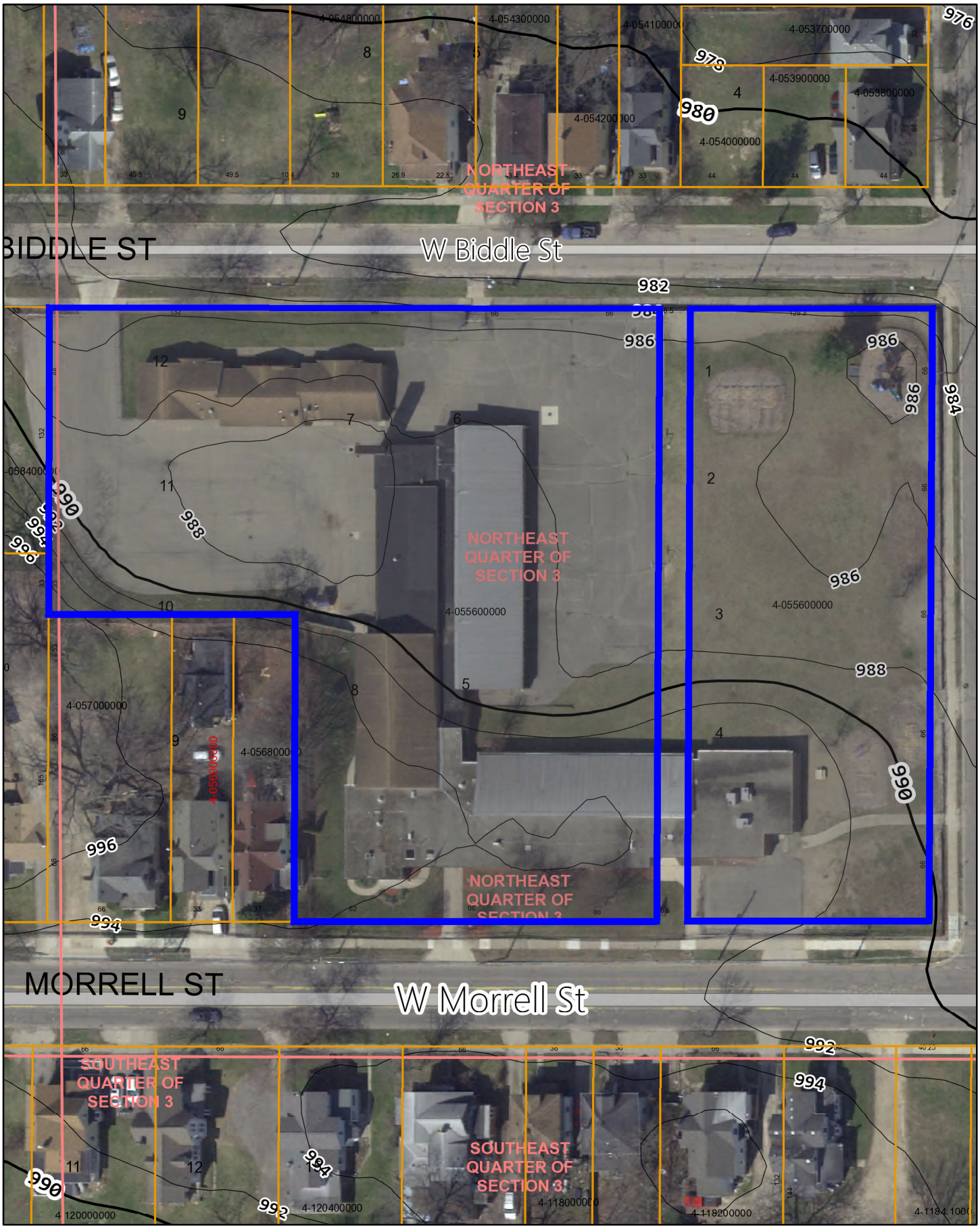
4/1/2024



The intent of this map is to allow easy access and visual display of government information and services.
Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.

Jackson County, MI

4/1/2024



The intent of this map is to allow easy access and visual display of government information and services.
Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Issuance of Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation)

Recommendation:

Approve the Resolution authorizing the issuance of Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation)

Attached is a memo from Heather Ehnis, regarding the resolution authorizing the issuance of Michigan Transportation Bonds, Series 2024 (Limited Tax General Obligation), which should occur before June 30th. The City's bond counsel, Patrick McGow, prepared the resolution. The resolution, as well as his cover letter, is attached.

I recommend the adoption of the resolution. Your consideration and concurrence are appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Heather Ehnis, Chief Financial Officer

DATE: April 2, 2024

RECOMMENDATION: Approve the Resolution authorizing the issuance of Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation)

ISSUE STATEMENT

The City has identified several street projects to address infrastructure needs and improve the quality of life for residents by enhancing the functionality and safety of these streets. Current market conditions are favorable to issue debt to provide funding for these improvements.

The 2024 Michigan Transportation Fund Bonds proposed in the total amount of $5,150,000 are to be used to finance the City's share of major street construction projects that will begin late-Spring 2024 in the amount of $2,891,195, as well as provide funding to finance $1,793,073 in related street special assessments. The balance of the total bond issue of $465,732 is attributable to contingency funds and bond issuance costs. A listing of the street projects and assessments and their respective estimated costs is attached.

The annual debt service on this bond issue will be paid over ten (10) years from Major Street Fund gas and weight tax revenues (approximately 62%) and through the collection of the special assessments (approximately 38%). Adoption of the "Resolution Authorizing Issuance of Michigan Transportation Fund Bonds" will begin the bond sale process, and it is expected that the bonds will be sold before June 30th.

DESCRIBE THE CONSEQUENCES

The City Manager's proposed budget for fiscal year 2024/2025 is currently being completed and includes the various details relating to this proposed bond issue. If the resolution to issue the bonds is not approved, these projects will not be completed at this time.

OWNERSHIP

Proposed items to be financed related to this bond issue involve needed major improvements to the City's street infrastructure. As previously indicated, the current bond market, along with leveraging the City's Act 51 Gas and Weight tax revenue, will enable the City to complete these

needed improvements at the lowest interest cost that can reasonably be expected at the time of the sale.

SOLUTION

Recommend approval of the Resolution Authorizing Issuance of Michigan Transportation Fund Bonds, Series 2024 as prepared by the City's bond counsel, Patrick McGow. His cover letter is also attached for review. Approval of this resolution will authorize the City to move forward with the sale of the 2024 Michigan Transportation Bonds.

FACILITATE IMPLEMENTATION

Adoption of the "Resolution Authorizing Issuance of Michigan Transportation Fund Bonds" will begin the bond sale process and it is expected that the bonds will be sold prior to June 30th.

ATTACHMENTS

1. 2024 MTF Bond Projects List
2. Letter Heather Ehnis sending MTF Bond Resolution
3. Bond Authorizing Resolution - 2024 MTF Bonds

City of Jackson

Listing of Projects to be Financed with Proposed Bond Issues

FY 2024: Issuance of Michigan Transportation Fund Bonds

	Major Street Projects - City Costs	Beginning in FY		Budget Estimates
1.	Elm Ave: North St to Floral Ave	2024		189,147
2.	MLK Equality Trail: Prospect to MLK Jr Drive	2024		381,212
3.	MLK Equality Trail Recon: Shelter to West	2024		99,571
4.	Traffic Signal Reconstruction: Lansing Ave Corridor - Steward to Clinton	2024		458,053
5.	Lansing Ave: Steward to Clinton	2025		1,143,420
6.	MLK Equality Trail Recon: Weatherwax to Shelter	2025		150,000
7.	MLK Equality Trail Recon: MLK to Merriman	2025		235,502
8.	Bridge CPM: High, Losey, Morrell	2025		12,850
9.	Ganson St: Elm Ave to East City Limits	2026		221,440
			(A)	**2,891,195**

	Special Assessments - FY 2024			Budget Estimates
10.	Elm Ave: North St to Floral Ave	(Major Street)		139,890
11.	High St: South St to Executive Dr	" "		171,874
12.	Lansing Ave: Steward to Clinton	" "		328,078
			(B)	**639,842**

	Special Assessments - FY 2025			Budget Estimates
13.	Martin Luther King Jr. Dr.: South to Morrell	(Major Street)		959,895
14.	Ganson St: Elm Ave to East City Limits	" "		193,336
			(C)	**1,153,231**

Total Bond Construction Costs	**A+B+C**	4,684,268
Bond Issuance Costs		146,843
Construction Cost Contingency		318,889
Total Proposed Bond Issuance		**5,150,000**

Future Projects that can be substituted for the above Projects if excess bond proceeds are available

(These are included in the Resolution so as to allow to expend any excess bonds that otherwise would require the Resolution to be amended.)

MLK Corridor Reimagined (MLK Jr. Dr.: South St to Morrell St)	806,175
Traffic Signal Reconstruction: Morrell @ Brown & Wisner	69,550
	875,725

Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

MICHIGAN
ILLINOIS
NEW YORK
OHIO
WASHINGTON, D.C.
CANADA
CHINA
MEXICO
POLAND
QATAR

PATRICK F. MCGOW
TEL (313) 496-7684
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Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

March 20, 2024

Ms. Heather Ehnis
Director of Finance
City of Jackson
161 West Michigan Avenue
Jackson MI 49201-1303

Re: City of Jackson –Michigan Transportation Fund Bonds for Road Improvements

Dear Heather:

I have enclosed the Bond Authorizing Resolution for the City's Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation) (the "MTF Bonds") for consideration by the City Council at its April 2nd meeting.

The Bond Authorizing Resolution authorizes the issuance of the MTF Bonds in an amount not to exceed $5,150,000 to pay the cost to acquire and construct various major road projects, a list of which you provided to us and which have been identified in Exhibit A to the Bond Authorizing Resolution. The MTF Bonds are payable from and pledge as security the City's Act 51 funds derived from the State gas and weight taxes. In addition, the City is pledging its limited tax full faith and credit as backup security for the MTF Bonds. Debt service on the MTF Bonds will be repaid from a combination of Act 51 funds and special assessment payments from certain special assessment districts.

The Bond Authorizing Resolution is based on the bond specifications prepared by Northland Securities, Inc., and sets forth the terms of the MTF Bonds, the form of the MTF Bonds, and provides for a competitive public sale of the MTF Bonds.

The Bond Authorizing Resolution also authorizes various City officials to take the necessary actions to issue, sell and deliver the MTF Bonds. As has been the case with past bond resolutions, the Resolution authorizes the City Manager and the Director of Finance to award the sale of the MTF Bonds to the bidder whose bid produces the lowest interest cost to the City and to finalize the terms of the MTF Bonds upon sale. This Resolution is the only action item required by the City Council relating to the MTF Bonds.

The Revised Municipal Finance Act (the "Act") requires posting of a notice of at least 1 meeting at which a decision will be made or discussed with respect to the issuance of a municipal

security secured by a municipality's full faith and credit when the municipality is not required to publish notice of a right of referendum. Therefore, the Bond Authorizing Resolution contains a Meeting Notice attached as Exhibit B which should be posted by March 29th alerting the public of the City's intent to pledge its full faith and credit in support of the MTF Bonds.

Please note that the Bond Authorizing Resolution is required by state law to be published one time in full in your local newspaper. We have provided the Bond Authorizing Resolution that it will be published in the *Jackson City Patriot.* After its publication, we will need three (3) affidavits of publication from the newspaper for transcript purposes.

Please send me three (3) certified copies of the Bond Authorizing Resolution after adoption.

If you have any questions regarding this letter, please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By: _____
Patrick F. McGow

Cc: Chandra Willinger
Michael Gormely

41931898.1/043520.00075

RESOLUTION AUTHORIZING ISSUANCE OF MICHIGAN TRANSPORTATION FUND BONDS, SERIES 2024 (LIMITED TAX GENERAL OBLIGATION)

CITY OF JACKSON
County of Jackson, State of Michigan

Minutes of a regular meeting of the City Council of the City of Jackson, County of Jackson, State of Michigan (the "City") held on April 2, 2024, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members _____

_____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, this City Council hereby determines that it is necessary to acquire and construct the road improvements described in Exhibit A attached hereto and made part hereof (the "Improvements"); and

WHEREAS, the cost of the Improvements is estimated to be Five Million One Hundred Fifty Thousand Dollars ($5,150,000); and

WHEREAS, to finance the cost of the Improvements the City Council deems it necessary to borrow the sum of Five Million One Hundred Fifty Thousand Dollars ($5,150,000) and issue bonds as authorized by the provisions of Act 175, Public Acts of Michigan, 1952, as amended ("Act 175"); and

WHEREAS, the Improvements are in accordance with the purposes enumerated in Act 51, Public Acts of Michigan, 1951 ("Act 51"); and

WHEREAS, the revenues received by the City from the Michigan Transportation Fund ("MTF") pursuant to Act 51 in the year preceding this contemplated borrowing are more than sufficient to comply with all the requirements specified in Section 4 of Act 175.

NOW, THEREFORE, BE IT RESOLVED:

1. Approval of Plans and Cost Estimates; Useful Life. The plans and estimates of cost of the Improvements are hereby approved and adopted. The period of usefulness of the Improvements is estimated to be not less than ten (10) years.

2. Authorization of Bonds; Bond Terms. The City Council hereby determines to borrow the sum of Five Million One Hundred Fifty Thousand Dollars ($5,150,000) and issue bonds of the City pursuant to the provisions of Act 175 (the "Bonds"), for the purpose of providing

funds to pay the cost of the Improvements, including the costs incidental to the issuance, sale and delivery of the Bonds. The Bonds shall be designated MICHIGAN TRANSPORTATION FUND BONDS, SERIES 2024 (LIMITED TAX GENERAL OBLIGATION) and shall consist of bonds in fully-registered form of the denomination of $5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery or such other date as determined by the City Manager or Director of Finance (each an "Authorized Officer") at the time of sale. The Bonds shall bear interest at a rate or rates to be determined at the time of sale, but in any event not to exceed six percent (6%) per annum, first payable on December 1, 2024, and semiannually thereafter on each June 1 and December 1, and shall mature on June 1 in each of the years, as follows:

Year	Amount	Year	Amount
2025	$445,000	2030	520,000
2026	450,000	2031	540,000
2027	465,000	2032	560,000
2028	485,000	2033	580,000
2029	500,000	2034	605,000

The Bonds may be sold at public sale at a price not less than 99% of the principal amount thereof. The Bonds shall bear interest at a rate or rates not exceeding 6% per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/20 of 1%, or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. No proposal for the purchase of less than all of the Bonds or at a price less than 99% of their par value will be considered.

Bonds shall not be subject to optional redemption prior to maturity.

Any one or more maturities from June 1, 2025 through the final maturity may be designated as term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on June 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. The principal of the Bonds shall be payable at U.S. Bank, National Association, Detroit, Michigan, which is hereby selected to act as the transfer agent for the Bonds (the "Transfer Agent"), provided that in the event that the Bonds are purchased by a single institutional investor the City may act as its own Transfer Agent.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York ("DTC") and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry-only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

3. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and City Clerk of the City and shall

have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond executed by facsimile signatures shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

4. Transfer of Bonds. Any Bond may be transferred upon the books required to be kept pursuant to this section by the person in whose name it is registered, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, in like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer. The date of determination of the registered owner for purposes of payment of interest as provided in this resolution may be changed by the City to conform to market practice in the future.

5. Debt Retirement Account; Security for the Bonds. To provide moneys to pay the principal of and interest on the Bonds and in accordance with the provisions of Act 175, there is hereby made an irrevocable appropriation of the amount necessary to pay the principal of and interest on the Bonds from the moneys to be derived from State-collected taxes returned to the City for highway purposes, pursuant to law. The Bonds are of equal standing and priority of lien as to the State-collected taxes with certain outstanding bonds of the City (the "Outstanding Bonds") and the City has reserved the right to issue additional bonds of equal standing and priority of lien as to the State-collected taxes with the Bonds and Outstanding Bonds within the limitations prescribed by law. The Treasurer of the City is directed, each year that any of the principal of and interest on the Bonds remains unpaid, to set aside in a separate account, to be designated 2024 MICHIGAN TRANSPORTATION FUND BONDS DEBT RETIREMENT ACCOUNT (the "Debt Retirement Account"), sufficient moneys from revenues received during such year from the MTF pursuant to law to pay the principal of and interest on the Bonds next maturing. The Treasurer of the City is further authorized and directed, each year that any of the principal of and interest on the Bonds remains unpaid, to set aside in the Debt Retirement Account, moneys which may be transferred to the City or available to the City from other lawful sources to pay the debt service on the Bonds. The amount of the annual deposit into the Debt Retirement Account from the MTF may be reduced from year to year to the extent that other lawfully available moneys are on deposit in the Debt Retirement Account to pay the principal of and interest on the Bonds next maturing.

6. Additional Security. Pursuant to Act 175, and as additional security for the prompt payment of the principal of and interest on the Bonds, there is hereby irrevocably pledged the limited tax full faith and credit of the City, and in the event of insufficiency of funds primarily pledged to the payment thereof, the City covenants and agrees to provide for such insufficiency from such resources as are lawfully available to it, including the levy of ad valorem taxes, subject to applicable constitutional, statutory and charter tax rate limitations.

7. Use of Proceeds; Construction Account. The proceeds of the Bonds shall be used to pay the costs of issuance of the Bonds and to pay the cost of the Improvements. The City

Treasurer is hereby directed to open a separate depository account to be designated 2024 MICHIGAN TRANSPORTATION FUND BONDS CONSTRUCTION ACCOUNT (the "Construction Account") and deposit into the Construction Account the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt Retirement Fund. The Construction Account shall be used to pay the costs of issuance of the Bonds and the City's share of the cost of constructing the Improvements, including associated costs of planning, design, property acquisition, engineering, inspection and like costs which are properly capitalizable to the Improvements.

8. Bond Form. The Bonds shall be in substantially the following form subject to such changes as may be determined necessary by Bond Counsel to the City:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF JACKSON

CITY OF JACKSON

MICHIGAN TRANSPORTATION FUND BOND, SERIES 2024
(LIMITED TAX GENERAL OBLIGATION)

Interest Rate	Maturity Date	Date of Original Issue	CUSIP
	June 1, _____	_____, 2024	

Registered Owner:

Principal Amount: Dollars

The City of Jackson, County of Jackson, State of Michigan (the "City"), for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on December 1, 2024 and semiannually thereafter. Principal of this bond is payable at the designated office of U.S. Bank, National Association, Detroit, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner hereof not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the payment date as shown on the registration books of the City maintained by the Transfer Agent, by check or draft mailed to the registered owner at the registered address.

This bond is one of a series of bonds of even original issue date and like tenor, in the aggregate principal amount of $_____, issued for the purpose of defraying the cost of road improvements in the City in accordance with a resolution duly and regularly adopted by the City Council of the City on April 2, 2024, and pursuant to the provisions of Act 175, Public Acts of Michigan, 1952, as amended.

Bonds of this issue shall not be subject to redemption prior to maturity.

[insert term bond provisions, if applicable]

In case less than the full amount of an outstanding bond is called for redemption, the transfer agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption, whether presented for redemption or not, provided funds are on hand with the transfer agent to redeem the bond or portion thereof.

This bond and the interest thereon are payable from the proceeds of State-collected taxes returned to the City for highway purposes pursuant to law, or in case of insufficiency of the funds, out of the general funds of the City, including collections of ad valorem taxes on taxable property which the City may be authorized to levy, subject to applicable constitutional, statutory and charter tax rate limitations, and the resolution authorizing the issue of bonds of which this is one, contains an irrevocable appropriation of the amount necessary to pay the principal of and interest on the bonds of this issue from moneys derived from such State-collected taxes so returned to the City for highway purposes which have not been theretofore specifically allocated and pledged for the payment of indebtedness. The bonds of this issue are of equal standing and priority of lien as to the State-collected taxes with certain outstanding bonds of the City (the "Outstanding Bonds") and the City has reserved the right to issue additional bonds of equal standing and priority of lien as to the State-collected taxes with the bonds of this issue and Outstanding Bonds within the limitations prescribed by law.

This bond is not a general obligation of the State of Michigan.

This bond is transferable only upon the books of the City kept for that purpose at the office of the Transfer Agent by the registered owner hereof in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing the bonds of this issue, and upon the payment of the charges, if any, therein prescribed.

It is hereby certified and recited that all acts, conditions and things required to be done, exist and happen, precedent to and in the issuance of the series of bonds of which this is one, in order to make them valid and binding obligations of the City, have been done, exist and have happened in regular and due form and time as required by law, and that the total indebtedness of the City, including the series of bonds of which this is one, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City of Jackson, County of Jackson, State of Michigan, by its City Council, has caused this bond to be signed in the name of the City with the facsimile signatures of its Mayor and its City Clerk and a facsimile of the City seal to be imprinted hereon, all as of the ___ day of _____, 2024.

CITY OF JACKSON

By _____
Mayor

(Seal)

And:

By _____
City Clerk

[FORM OF TRANSFER AGENT'S CERTIFICATE OF AUTHENTICATION]

Date of Registration:

Certificate of Authentication

This bond is one of the bonds described in the within-mentioned resolution.

U.S. Bank, National Association
Detroit, Michigan
Transfer Agent

By _____
Authorized Representative

9. Sale of Bonds. The City Clerk is authorized to fix a date of sale for the Bonds and to publish or arrange for the publication of a notice of sale of the Bonds in *The Bond Buyer*, New York, New York, which notice of sale shall be in the form approved by an Authorized Officer and Bond Counsel.

10. Tax Covenant. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditure and investment of Bond proceeds and moneys deemed to be Bond proceeds, and to prevent the Bonds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code.

11. Defeasance. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

12. Authorization of Other Actions. Each Authorized Officer is each hereby authorized and directed, to the extent necessary, to (a) approve the circulation of a preliminary official statement describing the Bonds and to deem the preliminary official statement "final" for purposes of Rule 15c2-12 of the SEC; (b) approve the circulation of a final official statement describing the Bonds and to execute the same on behalf of the City; (c) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds; (d) obtain ratings on the Bonds; and (e) take all other actions necessary or advisable, and to make such other filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

13. Continuing Disclosure. The City agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and the Authorized Officers are each hereby authorized to execute such undertaking prior to delivery of the Bonds.

14. Adjustment of Bond Terms. The Authorized Officers are each hereby authorized to adjust the final Bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters within the parameters described in this resolution. The Authorized Officers are each authorized and directed to take all other actions necessary or advisable, and to make such other

filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

15. Award of Sale of Bonds. The Authorized Officers are each hereby authorized on behalf of the City to award the sale of the Bonds to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the City computed in accordance with the terms of the Official Notice of Sale as published.

16. Bond Counsel. The law firm of Miller, Canfield, Paddock and Stone, P.L.C., Detroit, Michigan, is hereby retained to act as bond counsel for the City in connection with the issuance and sale of the Bonds, notwithstanding Miller Canfield's periodic representation in unrelated matters of potential parties to the Bonds.

17. Municipal Financial Advisor. The firm of Northland Securities, Inc., is hereby retained to act as municipal advisor for the City in connection with the issuance and sale of the Bonds.

18. Publication of Resolution. A copy of this resolution shall be published in full in the *Jackson City Patriot* once before this resolution becomes effective.

19. Act 34 Notice Posting. The City hereby confirms that the posting required pursuant to Act 34 as set forth in Exhibit B attached hereto, was done in due time and form as required by Act 34.

20. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members _____

_____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

_____
Andrea Muray
City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Jackson, County of Jackson, State of Michigan, at a regular meeting held on April 2, 2024, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

_____

Andrea Muray
City Clerk

EXHIBIT A

THE IMPROVEMENTS

Major Street Projects

1. Elm Ave: North St to Floral Ave
2. MLK Equality Trail: Prospect to MLK Jr Drive
3. MLK Equality Trail Reconstruction: Shelter to West
4. Traffic Signal Reconstruction: Lansing Ave Corridor - Steward to Clinton
5. Lansing Ave: Steward to Clinton
6. MLK Equality Trail Reconstruction: Weatherwax to Shelter
7. MLK Equality Trail Reconstruction: MLK to Merriman
8. Bridge CPM: High, Losey, Morrell
9. Ganson St: Elm Ave to East City Limits
10. High St: South St to Executive Dr
11. Martin Luther King Jr. Dr.: South to Morrell
12. MLK Corridor Reimagined (MLK Jr. Dr.: South St to Morrell St)
13. Traffic Signal Reconstruction: Morrell @ Brown & Wisner

EXHIBIT B

MEETING NOTICE

NOTICE IS HEREBY GIVEN that at the meeting of the City Council of the City of Jackson, County of Jackson, State of Michigan (the "City") to be held on April 2, 2024, at 6:30 p.m., prevailing Eastern Time, the City Council will consider a resolution providing for the issuance of the City's Michigan Transportation Fund Bonds, Series 2024 (Limited Tax General Obligation) in the amount of $5,150,000 that pledges the City's limited tax full faith and credit as security for the Bonds.

This notice is given pursuant to Section 308 of Act 34, Public Acts of Michigan, 2001, as amended.

Andrea Muray
City Clerk

41931915.2/043520.00075

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Mowing, Irrigation and Landscaping Contract for Downtown Jackson

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Recommendation:

> Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC of Concord, Michigan for the amount of $28,605.

Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC of Concord, Michigan for the amount of $28,605.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Kelli Hoover, Parks Director

DATE: April 2, 2024

RECOMMENDATION: Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC of Concord, Michigan for the amount of $28,605.

ISSUE STATEMENT

This contract for Mowing, Irrigation and Landscaping for Downtown helps with the care of grass, weeds, irrigation, parks, alleys and parking lots. This is important to the downtown and those citizens enjoying, working or driving through the downtown area. This contract also helps with lawn care needs for special events.

DESCRIBE THE CONSEQUENCES

Without this contract, the quality of downtown and esthetics would go down.

OWNERSHIP

The City of Jackson Parks, Recreation and Cemeteries Department has managed the downtown parks, alleys, irrgation, landscape and parking lots since 2012.

SOLUTION

Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC to help with the downtown needs.

FACILITATE IMPLEMENTATION

Approve Contract for Mowing, Irrigation and Landscaping for Downtown Jackson to Picture Perfect Lawn Care, LLC of Concord, Michigan for the amount of $28,605.

ATTACHMENTS

1. Bid Tabulation - 2024 Mowing Contracts

2. Total Property Management Group
3. Capital Landscapes
4. Picture Perfect
5. EPM

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
DOWNTOWN MOWING										
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	70.00	5,600.00	60.00	4,800.00	88.00	7,040.00
2	Bucky Harris Park	190 W. Michigan Ave	0.01	80	40.00	3,200.00	25.00	2,000.00	45.00	3,600.00
3	Parking Lot	3		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
4	Parking Lot	5		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
5	Parking Lot	6		40	40.00	1,600.00	50.00	2,000.00	56.00	2,240.00
6	Parking Lot	7		40	40.00	1,600.00	50.00	2,000.00	50.00	2,000.00
7	Parking Lot	8		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
8	Parking Lot	9		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
9	Parking Lot	9a		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
10	Parking Lot	14		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
11	Parking Lot	19		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
12	Parking Lot	20		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
13	Parking Lot	21		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
14	Parking Lot Art Sculpture	18		40	40.00	1,600.00	50.00	2,000.00	43.00	1,720.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600.00	50.00	2,000.00	40.00	1,600.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	40.00	1,600.00	100.00	4,000.00	10.00	400.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	40.00	1,600.00	50.00	2,000.00	30.00	1,200.00
17A	Green Space	Corner of Blackstone & Louis Glick		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)										
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	75.00	225.00	180.00	540.00	100.00	300.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	4,000.00	12,000.00	7,935.00	23,805.00	35.00	105.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
EXTRAS										
Park Edging to be performed June, August and October										
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
Landscaping (May-October)										
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
DOWNTOWN MOWING										
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization										
Downtown IRRIGATION										

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
25	Michigan Avenue	MLK Blvd-Withington Park	[redacted]		PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
26	Parking Lots	Listed above			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
27	Apartment	Lofts on Louie and The 200			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
28	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
29	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
30	Emma Nichols Garden				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
31	Behind City Hall				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
32	Consumers Wall	Louis Glick across from Lofts			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
ORGANIC WEED CONTROL (CHEETAPRO)										
33	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
34	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
36	Consumers wall	Across for Lofts on Louis			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
37	Emma Nichols Garden	Michigan Ave/Next to Veritas			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
MISCELLANEOUS										
38	Mulching-Spring				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
39	Leaf pick up-Spring and Fall				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					46,625.00		65,145.00		28,605.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

BID TABULATION
DOWNTOWN MOWING
FEBRUARY 29, 2024

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
									In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as 1. Parks and Trail Mowing 2. Cemetery Mowing 3. Downtown Mowing The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows: Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control. Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00. This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC. Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.	

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY	TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201	
					PRICE PER MOW (B)	ANNUAL COST FOR MOWING	PRICE PER MOW (B)	ANNUAL COST FOR MOWING	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING
CEMETERIES MOWING												
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1,190.00	41,650.00	927.50	32,462.50	1,800.00	63,000.00	1,200.00	42,000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	2,120.00	74,200.00	1,851.50	64,802.50	3,600.00	126,000.00	1,950.00	68,250.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
CEMETERIES FERTILIZATION												
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 plus 3	2	0	-	8385.00	16,770.00	200.00	400.00	2240.00	4,480.00
	Total Cemetery Fertilization 3-4											
EXTRAS												
Park Edging to be performed June, August and October												
5	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
6	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
8	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
12	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
13	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
16	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER												
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization												
ORGANIC WEED CONTROL (CHEETAPRO)												
22	Mt Evergreen (Line Trimming)				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
23	Woodland Cemetery				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
MISCELLANEOUS												

					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201	
24	Mulching-Spring				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
25	Leaf pick up-Spring and Fall				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	90.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
	Total Cemetery Fertilization 3-4					0		16,770.00		400.00		4,480.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR					115,850.00		114,035.00		189,400.00		114,730.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as
1. Parks and Trail Mowing
2. Cemetery Mowing
3. Downtown Mowing

The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows:

Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control.

Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00.

This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.

BID TABULATION
PARKS AND TRAIL MOWING
FEBRUARY 29, 2024

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
PARKS AND TRAIL MOWING														
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1,820.00	45.00	1,260.00	55.00	1,540.00	45.00	1,260.00	2,184.00	61,152.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5,320.00	100.00	2,800.00	190.00	5,320.00	167.00	4,676.00	5,460.00	152,880.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1,820.00	40.00	1,120.00	25.00	700.00	50.00	1,400.00	1,400.00	39,200.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2,940.00	70.00	1,960.00	110.00	3,080.00	110.00	3,080.00	3,500.00	98,000.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5	28	210.00	5,880.00	175.00	4,900.00	250.00	7,000.00	50.00	1,400.00	6,944.00	194,432.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4	28	175.00	4,900.00	152.00	4,256.00	200.00	5,600.00	480.00	13,440.00	512.00	14,336.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3,920.00	105.00	2,940.00	135.00	3,780.00	90.00	2,520.00	3,441.20	96,353.60
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4,900.00	130.00	3,640.00	175.00	4,900.00	119.00	3,332.00	4,270.00	119,560.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	30.00	840.00	851.20	23,833.60
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	1,058.40	29,635.20
11	Governor Austin Blair Park	600 S. Jackson St.	2	28	105.00	2,940.00	65.00	1,820.00	100.00	2,800.00	55.00	1,540.00	2,716.00	76,048.00
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	42.00	1,176.00	30.40	851.20
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	97.00	2,716.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	3,640.00	45.00	2,520.00	60.00	3,360.00	88.00	4,928.00	67.40	3,774.40
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00	300.00	10,500.00	500.00	17,500.00	170.00	5,950.00	393.00	13,755.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1,960.00	45.00	1,260.00	65.00	1,820.00	65.00	1,820.00	48.10	1,346.80
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8,260.00	300.00	8,400.00	485.00	13,580.00	133.00	3,724.00	381.90	10,693.20
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00	325.00	11,375.00	705.00	24,675.00	315.00	11,025.00	54.70	1,914.50
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	39.00	1,092.00	37.80	1,058.40
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1,540.00	40.00	1,120.00	35.00	980.00	39.00	1,092.00	48.90	1,369.20
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3,360.00	70.00	1,960.00	125.00	3,500.00	45.00	1,260.00	115.50	3,234.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	43.00	1,204.00	41.50	1,162.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2,380.00	45.00	1,260.00	85.00	2,380.00	80.00	2,240.00	85.90	2,405.20
24	Under the Oaks	418 Second St.	0.1	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	25.00	700.00	27.70	775.60
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00	320.00	8,960.00	600.00	16,800.00	214.00	5,992.00	467.00	13,076.00
26	Withington Park	410 W. Michigan Ave.	2	56	105.00	5,880.00	70.00	3,920.00	100.00	5,600.00	75.00	4,200.00	97.00	5,432.00
	Total Park Mowing Item numbers 1-26					113,400.00		83,811.00		129,815.00		82,411.00		968,993.90
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)														
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00	475.00	13,300.00	500.00	14,000.00	540.00	15,120.00	2,466.66	69,066.48
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1,540.00	75.00	2,100.00	65.00	1,820.00	70.00	1,960.00	300.00	8,400.00
29	Nixon Park Ball Diamonds **1** & **2**	400 E. North ST.		28	195.00	5,460.00	110.00	3,080.00	100.00	2,800.00	110.00	3,080.00	520.00	14,560.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3,500.00	50.00	1,400.00	330.00	9,240.00	55.00	1,540.00	390.00	10,920.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1,540.00	30.00	840.00	50.00	1,400.00	30.00	840.00	382.00	10,696.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	35.00	980.00	40.00	1,120.00
33	Fire Station	Pleasant and Pringle		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	15.00	420.00	60.00	1,680.00
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks P		20	280.00	5,600.00	50.00	1,000.00	50.00	1,000.00	INCLUDED		65.50	1,310.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$105 per mow		$75 per mow		$485 per mow		$110 per mow		$520 per mow
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$140 per mow		$60 per mow		$190 per mow		$85 per mow		$260 per mow
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$140 per mow		$75per mow		$500 per mow		$110 per mow		$520 per mow
	Total Additional Services Item numbers 27-34					38,500.00		23,400.00		33,060.00		23,940.00		117,752.48
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)														
35	Beech Tree Park	400 Blackstone	1.1	**2**	310.00	620.00	70.00	140.00	165.00	330.00	45.00	90.00	$50 plus material	$50 plus material
36	Best Field	1304 Lewis St.	3.8	2	715.00	1,430.00	300.00	600.00	570.00	1,140.00	40.00	80.00	$165 plus material	$330 plus material
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00	50.00	100.00	60.00	120.00	60.00	120.00	$40 plus material	$80 plus material
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1,080.00	120.00	240.00	330.00	660.00	100.00	200.00	$105 plus material	$210 plus material
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00	50.00	100.00	75.00	150.00	45.00	90.00	$45 plus material	$90 plus material
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00	50.00	100.00	40.00	80.00	10.00	20.00	$30 plus material	$60 plus material
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00	50.00	100.00	40.00	80.00	50.00	100.00	$35 plus material	$70 plus material
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00	70.00	140.00	150.00	300.00	62.00	124.00	$60 plus material	$120 plus material
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00	90.00	180.00	225.00	450.00	45.00	90.00	$80 plus material	$160 plus material

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00	50.00	100.00	40.00	80.00	39.00	78.00	$30 plus material	$60 plus material
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1,100.00	3,300.00	470.00	1,410.00	325.00	975.00	140.00	420.00	$265 plus material	$795 plus material
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00	70.00	140.00	165.00	330.00	62.00	124.00	$65 plus material	$130 plus material
47	Lions Park	1025 N. Blackstone	4	2	775.00	1,550.00	290.00	580.00	600.00	1,200.00	140.00	280.00	$175 plus material	$350 plus material
48	Loomis Park	210 Gilbert St	13.4	2	1,400.00	2,800.00	1,000.00	2,000.00	2,010.00	4,020.00	140.00	280.00	$520 plus material	$1040 plus material
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00	70.00	140.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00	50.00	100.00	40.00	80.00	40.00	80.00	$42 plus material	$84 plus material
51	Optimist Park	933 N. West Ave	5	2	840.00	1,680.00	390.00	780.00	750.00	1,500.00	40.00	80.00	$210 plus material	$420 plus material
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00	50.00	100.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00	100.00	200.00	240.00	480.00	60.00	120.00	$85 plus material	$170 plus material
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00	50.00	100.00	40.00	80.00	30.00	60.00	$30 plus material	$60 plus material
55	William Nixon Park	400 E. North St.	6.8	2	1,100.00	2,200.00	475.00	950.00	340.00	680.00	281.00	562.00	$275 plus material	$550 plus material
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00	70.00	140.00	25.00	50.00	75.00	150.00	$60 plus material	$120 plus material
56a	Extra Fertilization at Lions Park		2	2	500.00	1,000.00	70.00	140.00	600.00	1,200.00	100.00	200.00	$175 plus material	$350 plus material
56b	Extra Fertilization at Nixon Park		2	2	850.00	1,700.00	70.00	140.00	340.00	680.00	100.00	200.00	$275 plus material	$550 plus material
56c	Extra Fertilization at Best Field		1	1	570.00	570.00	35.00	35.00	570.00	570.00	100.00	100.00	$165 plus material	$165 plus material
56d	Extra Fertilization at Howard Wood complex		2	2	810.00	1,620.00	70.00	140.00	325.00	650.00	100.00	200.00	$265 plus material	$795 plus material
	Total Park Fertilization Items 35-56d					25,110.00		8,895.00		16,045.00		4,008.00		$6969 plus material
EXTRAS														
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR														
57	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
58	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
60	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
62	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
63	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
66	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
68	Kiwanis Park	1521 Blakely	1.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
69	Lions Park	1025 N. Blackstone	4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
70	Loomis Park	210 Gilbert St	13.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
71	New Leaf Park	1930 Fourth Street	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
73	Optimist Park	933 N. West Ave	5	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
75	Rotary Park	1413 Deyo St.	1.6	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
76	Under the Oaks	418 Second St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
77	William Nixon Park	400 E. North St.	6.8	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
78	Withington Park	410 W. Michigan Ave.	1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization														
PARK IRRIGATIONS														
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	70.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	92.50
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~											
81	Elnora Moorman Plaza	152 E. High St.	0.5		**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	70.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	92.50
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3											
83	Governor Austin Blair Park	600 S. Jackson St.	1		**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	70.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	92.50
84	Grover Leake Park	152 E. Prospect St	1.5		**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	70.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	92.50
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	70.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	92.50
ROUNDABOUTS														
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
MISCELLANEOUS														
88	Mulching-Spring				**RATE PER MAN HOUR**	85.00	**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
89	Leaf pick up-Spring and Fall				**RATE PER MAN HOUR**	90.00	**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
	Total Park Mowing Item numbers 1-26					$ 113,400.00		$ 83,811.00		$ 129,815.00		$ 82,411.00		$ 968,993.90
	Total Additional Services Item numbers 27-34					$ 38,500.00		$ 23,400.00		$ 33,060.00		$ 23,940.00		$ 117,752.48
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56d					$ 25,110.00		$ 8,895.00		$ 16,045.00		$ 4,008.00		$6969 plus material
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					$ 177,010.00		$ 116,106.00		$ 178,920.00		$ 110,359.00		$ 1,086,746.38

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
											In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as 1. Parks and Trail Mowing 2. Cemetery Mowing 3. Downtown Mowing The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows: Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control. Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00. This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC. Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.			

BID TABULATION
PRIVATE LOT MOWING
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**
1	1-5,000 Square Feet	LOT	120	20.00	2,400.00	30.00	3,600.00	57.50	6,900.00	35.00	4,200.00	35.00	4,200.00	38.00	4,560.00
2	5,001-10,000 Square Feet	LOT	200	40.00	8,000.00	40.00	8,000.00	57.50	11,500.00	60.00	12,000.00	40.00	8,000.00	42.00	8,400.00
3	10,0001-20,000 Square Feet	LOT	50	60.00	3,000.00	50.00	2,500.00	72.00	3,600.00	75.00	3,750.00	45.00	2,250.00	43.00	2,150.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	75.00	1,500.00	60.00	1,200.00	90.00	1,800.00	85.00	1,700.00	50.00	1,000.00	50.00	1,000.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	80.00	800.00	70.00	700.00	112.50	1,125.00	100.00	1,000.00	68.00	680.00	54.00	540.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	150.00	22,500.00	90.00	13,500.00	130.00	19,500.00	75.00	11,250.00	$70 PER MAN	10,500.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$27,750 PER TWO PERSON OR $13,875 PER ONE PERSON
TOTAL (LINES 1-6)					38,200.00		29,500.00		44,425.00		33,900.00		26,630.00	$40,200 PER 2 PERSON OR $26,325 PER 1 PERSON	

BID TABULATION
CITY GROUNDS MAINTENANCE
FEBRUARY 29, 2024

				TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	15	30.00	450.00	57.50	862.50	50.00	750.00	39.00	585.00	35.00	525.00	25.00	375.00
2	5,001 – 10,000 Square Feet	LOT	6	40.00	240.00	57.50	345.00	60.00	360.00	49.00	294.00	40.00	240.00	28.00	168.00
3	10,001 – 20,000 Square Feet	LOT	13	50.00	650.00	72.00	936.00	70.00	910.00	59.00	767.00	45.00	585.00	33.00	429.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	60.00	360.00	90.00	540.00	90.00	540.00	99.00	594.00	50.00	300.00	40.00	240.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	70.00	490.00	112.50	787.50	95.00	665.00	119.00	833.00	68.00	476.00	44.00	308.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	90.00	360.00	130.00	520.00	125.00	500.00	74.00	296.00	$70 PER MAN	280.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$740 PER 2 PERSON OR $370 PER PERSON
TOTAL (LINES 1-6)				2,550.00		3,991.00		3,725.00		3,369.00		2,406.00		$2,260 PER 2 PERSON OR $1,890 PER 1 PERSON	

BID TABULATION
CITY-OWNED LOT MOWING PART B - 303 LOTS
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	113	20.00	2,260.00	30.00	3,390.00	57.50	6,497.50	21.00	2,373.00	50.00	5,650.00	34.00	3,842.00	35.00	3,955.00	25.00	2,825.00
2	5,001 – 10,000 Square Feet	LOT	166	40.00	6,640.00	40.00	6,640.00	57.50	9,545.00	32.00	5,312.00	60.00	9,960.00	44.00	7,304.00	40.00	6,640.00	28.00	4,648.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	75.00	375.00	60.00	300.00	90.00	450.00	75.00	375.00	90.00	450.00	79.00	395.00	50.00	250.00	40.00	200.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	80.00	160.00	70.00	140.00	112.50	225.00	140.00	280.00	95.00	190.00	99.00	198.00	68.00	136.00	44.00	88.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70 PER MAN	700.00	$185.00 PER 2 PERSON OR $92.50 PER PERSON	$925 PER 2 PERSON OR $462 PER PERSON
TOTAL (LINES 1-6)				11,205.00		11,770.00		18,591.50		9,480.00		18,065.00		12,997.00		12,446.00		$9,247 PER 2 PERSON OR $8,784.50 PER PERSON	
					10,455.00		11,320.00		17,941.50		9,105.00		17,440.00		12,657.00		11,746.00		8,322.00

BID TABULATION
CITY-OWNED LOT MOWING PART A - 305 LOTS
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
				(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)
1	1-5,000 Square Fee	LOT	138	20.00	2,760.00	30.00	4,140.00	57.50	7,935.00	21.00	2,898.00	50.00	6,900.00	34.00	4,692.00	35.00	4,830.00	25.00	3,450.00
2	5,001 – 10,000 Square Feet	LOT	148	40.00	5,920.00	40.00	5,920.00	57.50	8,510.00	32.00	4,736.00	60.00	8,880.00	44.00	6,512.00	40.00	5,920.00	28.00	4,144.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	75.00	150.00	60.00	120.00	90.00	180.00	75.00	150.00	90.00	180.00	79.00	158.00	50.00	100.00	40.00	80.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	85.00	85.00	70.00	70.00	112.00	112.00	140.00	140.00	95.00	95.00	99.00	99.00	68.00	68.00	44.00	44.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70.00 PER MAN	$700.00	$185/PER 2 PERSON, OR 92.50 PER PERSON	$925/PER 2 PERSON OR $462.50 PER PERSON
TOTAL (LINES 1-6)				10,685.00	9,935.00	11,550.00	11,100.00	18,611.00	17,961.00	9,064.00	8,689.00	17,870.00	17,245.00	12,719.00	12,379.00	12,383.00	11,683.00	$9,204.00 PER 2 PERSON OR $8,741.00 PER PERSON	8,279.00

CITY OF JACKSON



2024 PRIVATE LOT MOWING
2024 CITY OWNED LOT MOWING – PART A
2024 CITY OWNED LOT MOWING – PART B
2024 CITY GROUNDS MAINTENANCE
2024 PARKS AND TRAIL MOWING
2024 CEMETERY MOWING
2024 DOWNTOWN MOWING

Bid Responses Due: THURSDAY, FEBRUARY 29, 2024 by 10:00:00 AM

CONTENTS

INVITATION FOR BIDS
INSTRUCTIONS TO BIDDERS (IB)
PROPOSAL FORMS (P)
AGREEMENT (A)
GENERAL CONDITIONS (G)
DETAILED SPECIFICATIONS

CITY OF JACKSON, MICHIGAN
161 W. Michigan Avenue
Jackson, Michigan 49201

CITY OF JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: D3BAZCG493E if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/20/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of 633 11th Street Plainwell, MI 49080
   doing business as Total Property Management Group LLC
   at 3851 W. Michigan Ave. Jackson, MI 49202
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 26-4814035

(Corporate Seal, if applicable)

Name of Bidder: Timothy Bowman

Signed By: Tim B

Its: Owner

BID SHEET

DATE: 2/20/24

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/28/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	$30.00	$4,140.00
2	5,001 – 10,000 Square Feet	LOT	148	$40.00	$5,920.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	$60.00	$120.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	$70.00	$70.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,550.00	

TOTAL BID WRITTEN OUT: Eleven thousand five hundred fifty and zero cents.

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	$30.00	$3,390.00
2	5,001 – 10,000 Square Feet	LOT	166	$40.00	$6,640.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	$60.00	$300.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	$70.00	$140.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,770.00	

Eleven thousand seven hundred seventieth and zero cents.

TOTAL BID WRITTEN OUT:

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	$30.00	$450.00
2	5,001 – 10,000 Square Feet	LOT	6	$40.00	$240.00
3	10,001 – 20,000 Square Feet	LOT	13	$50.00	$650.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	$60.00	$360.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	$70.00	$490.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	$90.00	$360.00
TOTAL (LINES 1-6)				$ 2,550.00	

Four thousand five hundred fifty and zero cents.

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	$30.00	$3,600.00
2	5,001-10,000 Square Feet	LOT	200	$40.00	$8,000.00
3	10,0001-20,000 Square Feet	LOT	50	$50.00	$2,500.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	$60.00	$1,200.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	$70.00	$700.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	$90.00	$13,500.00
TOTAL (LINES 1-6)				$ 29,500.00	

Twenty Nine Thousand Five Hundred and Zerro Cents.

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	$45	$1,260
2	Best Field	1304 Lewis St.	3.8	28	$100	$2,800
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	$40	$1,120
4	Bloomfield Park	1302 W. Michigan	2.2	28	$70	$1,960
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	$175	$4,900
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	$152	$4,256
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	$105	$2,940
8	Exchange Park	300 E. Mansion St.	3.5	28	$130	$3,640
9	Friendship Park	1039 Chittock St	0.2	28	$40	$1,120
10	Ganson St. Park	638 W. Ganson St.	0.4	28	$40	$1,120
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	$65	$1,820

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	$40	$1,120
13	Grover Leake Park	152 E. Prospect St	0.5	28	$40	$1,120
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	$45	$2,520
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	$300	$10,500
16	Kiwanis Park	1521 Blakely	1.3	28	$45	$1,260
17	Lions Park	1025 N. Blackstone	9.7	28	$300	$8,400
18	Loomis Park	210 Gilbert St	14.1	35	$325	$11,375
19	New Leaf Park	1930 Fourth Street	0.4	28	$40	$1,120
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	$40	$1,120
21	Optimist Park	933 N. West Ave	2.5	28	$70	$1,960
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	$40	$1,120
23	Rotary Park	1413 Deyo St.	1.7	28	$45	$1,260

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	$40	$1,120
25	William Nixon Park	400 E. North St.	12	28	$320	$8,960
26	Withington Park	410 W. Michigan Ave.	2.0	56	$70	$3,920
	Total Park Mowing Item numbers 1-26				$83,811.00	
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	$475	$13,300
28	3 Vacant Lots near Lions Park	1025 N. Blackstone	3	28	$75	$2,100
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.	3	28	$110	$3,080
30	Ball Field at MLK Center	1107 Adrian St.	1	28	$50	$1,400
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper	.10	28	$30	$840
32	Fire Station	Prospect and Milwaukee	.10	28	$30	$840
33	Fire Station	Pleasant and Pringle	.10	28	$30	$840

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park	1	20	$50	$1,000
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$75 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$60 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$75 PRICE PER MOW
	Total Additional Services Item numbers 27-34				$23,400	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	$70	$140
36	Best Field	1304 Lewis St.	3.8	2	$300	$600
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	$50	$100
38	Bloomfield Park	1302 W. Michigan	2.2	2	$120	$240
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	$50	$100
40	Friendship Park	1039 Chittock St	0.1	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	$50	$100
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	$70	$140
43	Grover Leake Park	152 E. Prospect St	1.5	2	$90	$180
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	$50	$100
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$470	$1,410
46	Kiwanis Park	1521 Blakely	1.1	2	$70	$140
47	Lions Park	1025 N. Blackstone	4	2	$290	$580
48	Loomis Park	210 Gilbert St	13.4	2	$1,000	$2,000
49	New Leaf Park	1930 Fourth Street	0.4	2	$70	$140
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	$50	$100
51	Optimist Park	933 N. West Ave	5	2	$390	$780
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	$100	$200
54	Under the Oaks	418 Second St.	0.1	2	$50	$100
55	William Nixon Park	400 E. North St.	6.8	2	$475	$950
56	Withington Park	410 W. Michigan Ave.	1	2	$70	$140
56a	Extra Fertilization at Lions Park		2		$70	$140
56b	Extra Fertilization at Nixon Park		2		$70	$140
56c	Extra Fertilization at Best Field		1		$35	$35
56d	Extra Fertilization at Howard Wood complex		2		$70	$140
	Total Park Fertilization Items 35-56d				$8,895.00	
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	$42	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	$42	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$42	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	$42	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	$42	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	$42	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	$42	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	$42	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	$42	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	$42	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	$42	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	$42	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	$42	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		$70	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		$70	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		$70	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		$70	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		$70	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				$55	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				$55	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				$40	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					$83,811.00
	Total Additional Services Item numbers 27-34					$23,400.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					$8,895.00
	Total Park Fertilization Items 57-78					N/A - All Hourly
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					$116,106.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,190	$41,650
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$2,120	$74,200

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				$115,850.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	0	0
	Total Cemetery Fertilization 3-4				0	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0	$42	**RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	**RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3	$42	**RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	$42	RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	$42	RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				$42	**RATE PER MAN HOUR**
23	Woodland Cemetery				$42	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				$40	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				$40	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					$115,850.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				0	
	Total Extras 5-17				N/A - Hourly Rate.	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				$115,850.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	$70	$5,600
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	$40	$3,200
3	Parking Lot	3		40	$40	$1,600
4	Parking Lot	5		40	$40	$1,600
5	Parking Lot	6		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	$40	$1,600
7	Parking Lot	8		40	$40	$1,600
8	Parking Lot	9		40	$40	$1,600
9	Parking Lot	9a		40	$40	$1,600
10	Parking Lot	14		40	$40	$1,600
11	Parking Lot	19		40	$40	$1,600
12	Parking Lot	20		40	$40	$1,600
13	Parking Lot	21		40	$40	$1,600
14	Parking Lot Art Sculpture	18		40	$40	$1,600
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	$40	$1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	$40	$1,600
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	$40	$1,600
	Total Downtown Mowing 1- 17A					$34,400.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	$75	$225
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	$4,000	$12,000
	Total Fertilization 18-19					$12,225.00
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		$42 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		$42 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		$42 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		$42 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		$42 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		$70 RATE PER MAN HOUR
26	Parking Lots	Listed above		$70 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		$70 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		$70 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		$70 RATE PER MAN HOUR
30	Emma Nichols Garden			$70 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					$70 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				$70 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				$70 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				$70 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				$70 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				$70 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				$70 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				$40	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

DOWNTOWN MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				$34,400.00	
	Total Fertilization 18-19				$12,225.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				$46,625.00	

Bidders Name:	Timothy Bowman
Address:	3851 W. Michigan Ave
City, State, Zip:	Jackson, MI 49202
Telephone:	(517) 940-4658
Fax:	(269) 206-5338
Email Address:	tbowman@tpmgroupinc.com
Federal ID Number:	26-4814035
Bid Signed By:	Timothy Bowman (Print or Type)

Title:	Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Timothy Bowman Its Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Total Property Management Group LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Total Property Management Group LLC understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: T J B
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Timothy Bowman

ADDRESS: 3851 W. Michigan Ave

Jackson, MI 49202

SIGNED BY: Timothy Bowman

TITLE: Owner

DATE: 2/20/24

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EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

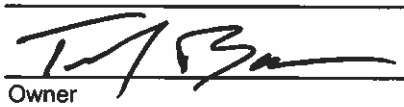
(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Tim Bowman

ADDRESS: 3851 W. Michigan Ave
Jackson, MI 49202

SIGNED BY: 

TITLE: Owner

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: 
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

DocuSign Envelope ID: 652F7C6F-01BD-4350-805F-5B25E925E845

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

Tim Bowman
By: _____
(Bidder's Name)

By: _____
(Signature)

Owner
By: _____
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Allegan)

Tim Bowman, being first duly sworn, deposed and says that:

1. He is Tim Bowman of, Total Property Management Group the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Total Property Management Group
(Company)

By: Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 27 day of February, 20 24.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Notary Public, Kalamazoo County,
My commission expires: 9-10-2026

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

TruGreen will complete Fertilization.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Timothy Bowman an authorized representative of Total Property Management Group am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/20/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Timothy Bowman	Total Property Management Group LLC
Telephone (517) 940-4658	Email Address tbowman@tpmgroupinc.com

Contract or matter pending with the City:

2024 Mowing Contracts.

I, Timothy Bowman, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

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Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☐ None of the above apply.

Dated: 2-27-2024

Signature

STATE OF MICHIGAN)
Allegan) SS
COUNTY OF ~~JACKSON~~)

The foregoing instrument was acknowledged before me this 27 day of February, 2024.
By Tim Bowman.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Timothy Bowman, Owner of Total Property Management Group LLC

Name and Title of Authorized Representative

Name of Participant Agency or Firm

Signature of Authorized Representative — Date: 2/20/24

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

Please see attached for equipment and vehicle information.

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Total Property Management Group LLC
2. Established: Year 2009 Number of Employees 130
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

N/A - have always had the same name and ownership.

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Consumers Energy
CONTACT PERSON:	Cole
TELEPHONE:	734-231-8903
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining over 700 statewide sites to ensure employees, wildlife, ar neighbors are safe and equipment can be maintained throughout the

REFERENCE NO. 2	
NAME:	Ascension Health
CONTACT PERSON:	Dan
TELEPHONE:	(269) 806-6723
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining all Borgess Hospital locations to ensure the safety of patients an when accessing these sites.

REFERENCE NO. 3	
NAME:	Walmart Kalamazoo, Gull Road.
CONTACT PERSON:	Monty, Store Manager.
TELEPHONE:	269-373-1317
EMAIL ADDRESS:	
WORK PERFORMED:	Maintain sidewalks and parking lots to ensure safety standards are met.

REFERENCE NO. 4	
NAME:	Fibers of Kalamazoo
CONTACT PERSON:	Bill
TELEPHONE:	269-344-3122
EMAIL ADDRESS:	
WORK PERFORMED:	

Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

EQUIPMENT LIST

Lawn Care Equipment

45- Toro 60" grandstand mowers
8- Toro 60" zero turn mowers
3- Toro 96" zero turn mower
50- Echo backpack blowers
40- Echo edgers and string trimmers

Snow Equipment Owned

2- 2022 Ford F-550 W/Plows and salt spreaders
4- 2021 Ford F-550 W/Plows and salt spreaders
6- 2022 Dodge 2500 W/Plows
2- 2021 Chevy 2500 W/Plows
4- 2021 Dodge 2500 W/Plows
9- 2020 Dodge 2500 W/Plows
2- 2020 Chevy 2500 W/Plows
3- 2020 Ford F-550 W/Plows and salt spreaders
3- 2020 Chevy 2500 W/Plows
7- 2019 Chevy 2500 W/Plows
5- 2019 Dodge 2500 W/Plows
3- 2019 Ford 550 W/Plows and salt spreaders
2- 2015 GMC 2500 W/Plow-
2015 Chevy 3500 W/Plow and salt spreader
20- 2021 Case 521 Loaders W/16' Blades
13- 2021 Case 321 Loaders W/14' Blades
2- 2021 Case 340 Skid steers W/10' Blades
4- 2021 Case 280 Skid steers W/10' Blades
11- Snowrators sidewalk machines
5- 1025r John Deere sidewalk machines
1-2025r John Deere sidewalk machine

Leased Snow Equipment ***(more equipment available if needed)***

2014 Volvo Loader W/16' Blade

2008 Komatsu Loader W/ 16' Blade

2010 John Deere Loader W/ 16' Blade

2017 John Deere Backhoe W/12' Blade

2017 CAT Skid Steer W/9' Blade

Other Equipment

2019 Nitehawk Parking Lot Sweeper

2014 Nitehawk Parking Lot Sweeper



Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

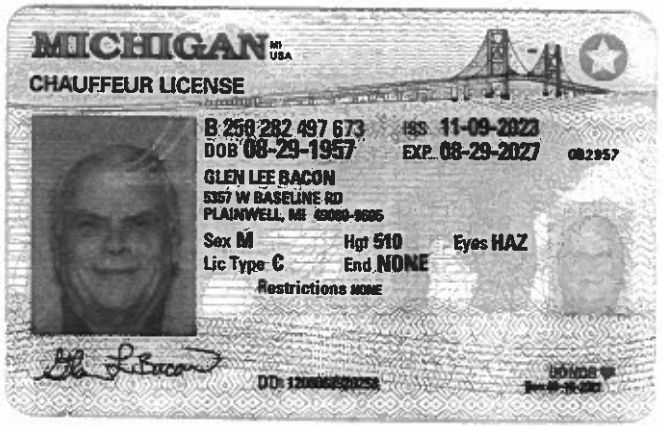
Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

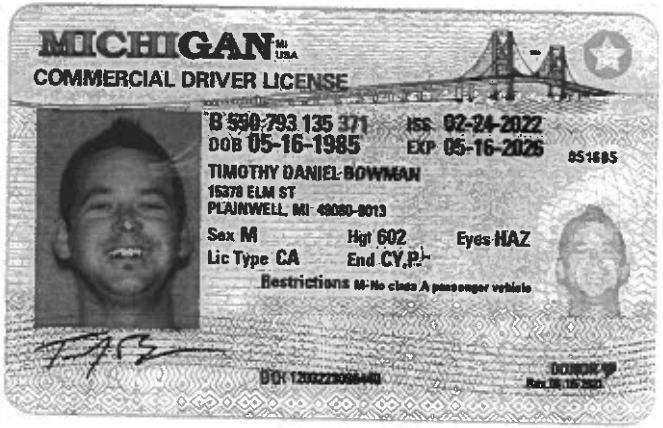
REFERENCES

Consumers Energy- (Cole)	**734.231.8903**
Ascension Health- (Dan)	**269.806.6723**
Walmart Gull Road Kalamazoo - (Store Manager Monty)	**269.373.1314**
Fibers of Kalamazoo- (Bill)	**269.344.3122**
Eenhoorn Management- (Toysa)	**616.530.0250**
Perrigo Company- (Jen)	**269.686.1867**

Current National Customers

Consumers Energy *(Statewide over 700 sites managed)*
Ascension Health *(All Borgess Hospital sites)*
Walmart
Menards
Home Depot
CBRE
Abbott Industries
Walgreens
Tru Green
Fazolis
Family Fare *(Spartan Nash)*
Department of Transportation *(MDOT Rest Areas)*


MICHIGAN MI USA
CHAUFFEUR LICENSE
B 250 282 497 673
DOB 08-29-1957
ISS 11-09-2023
EXP 08-29-2027
082957
GLEN LEE BACON
5357 W BASELINE RD
PLAINWELL, MI 49080-9695
Sex M
Hgt 510
Eyes HAZ
Lic Type C
End NONE
Restrictions NONE
DD 120068200258
DONOR


MICHIGAN MI USA
COMMERCIAL DRIVER LICENSE
B 590 793 135 371
DOB 05-16-1985
ISS 02-24-2022
EXP 05-16-2026
051685
TIMOTHY DANIEL BOWMAN
15378 ELM ST
PLAINWELL, MI 49080-8013
Sex M
Hgt 602
Eyes HAZ
Lic Type CA
End CY,P,
Restrictions M-No class A passenger vehicle
DD 120223036440
DONOR

TOTAPRO-02 CSTANGL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/27/2024

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 The Nulty Agency, Inc. 5579 Stadium Drive Kalamazoo, MI 49009	CONTACT NAME: certs@nulty.com PHONE (A/C, No, Ext): (269) 372-9200 FAX (A/C, No): (269) 372-9290 E-MAIL ADDRESS: certs@nulty.com
INSURED Total Property Management Group, LLC PO Box 185 633 11th Street Plainwell, MI 49080	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Grange Insurance Company — 11136 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			CPP2841873	8/29/2023	8/29/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			CA 2841874	8/29/2023	8/29/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CUP2841877	8/29/2023	8/29/2024	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCP2841876	8/29/2023	8/29/2024	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000
A	Hired Auto			CA 2841874	8/29/2023	8/29/2024	Physical Damage	115,000

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

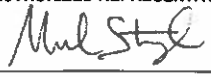
CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

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



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NULTY
INSURANCE

August 18, 2023

Total Property Management Group, LLC
PO Box 185
633 11th Street
Plainwell, MI 49080

Re: Experience Modification Rating (EMR)

As the agent for Total Property Management Group, LLC, this information is being provided relative to their Workers Compensation policy. The Experience Modification Rating for the 2023 term with Grange Insurance Company is 1.00. This mod will expire on 8/29/2024. Below is a list of previous years:

2022-2023	1.00
2021-2022	1.43
2020-2021	1.00

Should you have any questions regarding this, please contact me.

Sincerely,

Sue Davidson
Account Executive

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: in verification process _____ if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____

2. partnership, consisting of _____
   and _____
   under the firm name of _____

3. corporation by the name of Capital Market Ventures LLC DBA Capital Landscapes
   organized and existing under the laws of the State of Michigan
   with offices at 217 Wyoming St. Suite B Oak Park, MI 48237

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 82-2320632

(Corporate Seal, if applicable)

Name of Bidder: Capital Landscapes

Signed By: Michael Klein

Its: Michael Klein

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	57.50	7935.00
2	5,001 – 10,000 Square Feet	LOT	148	57.50	8510.00
3	10,001 – 20,000 Square Feet	LOT	17	72.00	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	112.50 per acre	112.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)				$ 18611.50	

TOTAL BID WRITTEN OUT: Eighteen Thousand Six Hundred Eleven & 50/100

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	57.50	6497.50
2	5,001 – 10,000 Square Feet	LOT	166	57.50	9545.00
3	10,001 – 20,000 Square Feet	LOT	17	72	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90.00	450.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	112.50 per acre	225.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)				18591.50 $	

TOTAL BID WRITTEN OUT: Eighteen Tousand Five Hundred Ninety One & 50/100

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	57.50	862.50
2	5,001 – 10,000 Square Feet	LOT	6	57.50	345.00
3	10,001 – 20,000 Square Feet	LOT	13	72.00	936.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	112.50 per acre	787.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	130.00 per hour	520.00
TOTAL (LINES 1-6)				3991.00 $	

Three Thousand Nine Hundred Ninety One & 00/100

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	57.50	6900.00
2	5,001-10,000 Square Feet	LOT	200	57.50	11500.00
3	10,0001-20,000 Square Feet	LOT	50	72.00	3600.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	90.00	1800.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	112.50 per acre	1125.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	130.00 per hour	19500.00
TOTAL (LINES 1-6)				$	44425.00

Forty Four Thousand Four Hundred Twenty Five & 00/100

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	55.00	1540.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	25.00	700.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3080.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	250.00	7000.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	200.00	5600.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	135.00	3780.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	25.00	700.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	25.00	700.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	100.00	2800.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	25.00	700.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	25.00	700.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	60.00	3360.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	500.00	17500.00
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1820.00
17	Lions Park	1025 N. Blackstone	9.7	28	485.00	13580.00
18	Loomis Park	210 Gilbert St	14.1	35	705.00	24675.00
19	New Leaf Park	1930 Fourth Street	0.4	28	25.00	700.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	35.00	980.00
21	Optimist Park	933 N. West Ave	2.5	28	125.00	3500.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	25.00	700.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.00
25	William Nixon Park	400 E. North St.	12	28	600.00	16800.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	100.00	5600.00
	Total Park Mowing Item numbers 1-26					
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	500.00	14,000.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	65.00	1820.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	100.00	2800.00
30	Ball Field at MLK Center	1107 Adrian St.		28	330.00	9240.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	50.00	1400.00
32	Fire Station	Prospect and Milwaukee		28	50.00	1400.00
33	Fire Station	Pleasant and Pringle		28	50.00	1400.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	50.00	1000.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					485.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					190.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					500.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34				34235.00	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	165.00	330.00
36	Best Field	1304 Lewis St.	3.8	2	570.00	1140.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60.00	120.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	330.00	660.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	75.00	150.00
40	Friendship Park	1039 Chittock St	0.1	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	40.00	80.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	150.00	300.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	225.00	450.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	40.00	80.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	325.00	975.00
46	Kiwanis Park	1521 Blakely	1.1	2	165.00	330.00
47	Lions Park	1025 N. Blackstone	4	2	600.00	1200.00
48	Loomis Park	210 Gilbert St	13.4	2	2010.00	4020.00
49	New Leaf Park	1930 Fourth Street	0.4	2	40.00	80.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40.00	80.00
51	Optimist Park	933 N. West Ave	5	2	750.00	1500.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	240.00	480.00
54	Under the Oaks	418 Second St.	0.1	2	40.00	80.00
55	William Nixon Park	400 E. North St.	6.8	2	340.00	680.00
56	Withington Park	410 W. Michigan Ave.	1	2	25.00	50.00
56a	Extra Fertilization at Lions Park		2		600.00	600.00
56b	Extra Fertilization at Nixon Park		2		340.00	340.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		325.00	325.00
	Total Park Fertilization Items 35-56d				15780.00	
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	55.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	55.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	55.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	55.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	55.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	55.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	55.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	55.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	55.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	55.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	55.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	55.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	55.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	55.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	55.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	55.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	55.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	55.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	55.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	55.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	55.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	55.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		65.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		65.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		65.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		65.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				65.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					129815.00
	Total Additional Services Item numbers 27-34					33060.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					12945.00
	Total Park Fertilization Items 57-78					1210.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					171888.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	927.50	32,462.50
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1851.50	64,802.50

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				97265.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	8385.00	16770.00
	Total Cemetery Fertilization 3-4				16770.00	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		55.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		55.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		55.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		55.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		55.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		55.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		55.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		55.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		55.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		55.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		55.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	750.00	55.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	750.00	55.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				55	RATE PER MAN HOUR
23	Woodland Cemetery				55	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				65	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				65	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2					97,265.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				16770.00	
	Total Extras 5-17				N/A	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				97265.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	60.00	4800.00
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	25.00	2000.00
3	Parking Lot	3		40	50.00	2000.00
4	Parking Lot	5		40	50.00	2000.00
5	Parking Lot	6		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2000.00
7	Parking Lot	8		40	50.00	2000.00
8	Parking Lot	9		40	50.00	2000.00
9	Parking Lot	9a		40	50.00	2000.00
10	Parking Lot	14		40	50.00	2000.00
11	Parking Lot	19		40	50.00	2000.00
12	Parking Lot	20		40	50.00	2000.00
13	Parking Lot	21		40	50.00	2000.00
14	Parking Lot Art Sculpture	18		40	50.00	2000.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	50.00	2000.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	100.00	4000.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	50	2000.00
	Total Downtown Mowing 1- 17A				40800.00	
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	180.00	540.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	7935.00	23805.00
	Total Fertilization 18-19				24345.00	
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	55.00 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	[redacted]	55.00 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	[redacted]	55.00 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		55.00 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		55.00 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park			65.00 RATE PER MAN HOUR
26	Parking Lots	Listed above			65.00 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200			65.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave			65.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave			65.00 RATE PER MAN HOUR
30	Emma Nichols Garden				65.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					65.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				65.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				75.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				75.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				75.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				75.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				75.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				65.00	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				40800.00	
	Total Fertilization 18-19				24345.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				65145.00	

Bidders Name:	Capital Landscapes
Address:	21700 Wyoming St. Suite B
City, State, Zip:	Oak Park, MI 48237
Telephone:	248-509-9109
Fax:	N/A
Email Address:	sales@Caplandscapes.com
Federal ID Number:	82-2320632
Bid Signed By:	Leanne Millitello (Print or Type)

Title:	Admin Assistant

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its Leanne Millitello

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Capital Landscapes certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Capital Landscapes understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: [signature]
(Signature)

By: Admin Assist.
(Title)

21700 Wyoming St. Suite B
Address

Oak Park
City

MI 48237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Capital Landscapes

ADDRESS: 21700 Wyoming St. Suite B
Oak Park, MI 48237

SIGNED BY:

TITLE: Admin Assist.

DATE: 2/28/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: _____
(Signature)

By: Admin. Assit.
(Title)

21700 Wyoming St. Suite B
Address

Oak Pavers
City

MI 48237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Oakland)

Michael Klein, being first duly sworn, deposed and says that:

1. He is CEO of, Capital landscapes the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/28/24 By: Capital landscapes
(Company)

By: CEO
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 2024.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Notary Public, Oakland County,
My commission expires: July 15, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

no subcontractors will be used.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Leanne Millitello an authorized representative of Capital Landscapes am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/28/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name Leanne Millitello	Company Capital Landscapes
Telephone 248-509-9109	Email Address Leanne M1@caplandscapes

Contract or matter pending with the City:

_____

_____

I, Leanne Millitello, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

_____
Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024,
By Abraham Michael Klein.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Leanne Millitello Admin. Assist
Name and Title of Authorized Representative

Capital Landscapes
Name of Participant Agency or Firm

Signature of Authorized Representative 2/28/24
Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

17 vehicles ranging from F150's to F650's (pickup, flatbed, dump)

21 trailers ranging from 5'x10' to 7'6"x22' (enclosed utility, flatbed, dump)

28 Echo String trimmers

11 Echo Edgers

32 Echo Backpack Blowers

Tablet devices

Jobber - software system

14 - 32" mowers - exmark

7 - 48" mowers - scag/exmark

8 - 61" mowers - scag

12 - 72" mowers - exmark

6 - 20" Push mowers

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

1 - 12' Toro mower tractor

All necessary safety equipmeng

1 - bobcat 60" brush cut

1 - Skidsteer attachment 52" brush cutter and machine

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Capital Landscapes
2. Established: Year 2016 Number of Employees 34
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Southfield Chore Program
CONTACT PERSON:	Denise Glinz
TELEPHONE:	248-796-4178
EMAIL ADDRESS:	dglinz@cityofsouthfield.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 2	
NAME:	Congregation Shaarey Zedek
CONTACT PERSON:	Ron Duncan
TELEPHONE:	248-357-5548
EMAIL ADDRESS:	rduncan@shaarayzedek.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 3	
NAME:	Stella's Marketplace LLC
CONTACT PERSON:	Brian Tomina
TELEPHONE:	248-755-7180
EMAIL ADDRESS:	btomina@gmail.com
WORK PERFORMED:	Maintenance & Landscape Services

REFERENCE NO. 4	
NAME:	Carnegie Park
CONTACT PERSON:	Blake Little
TELEPHONE:	815-990-6300
EMAIL ADDRESS:	blittle@rockwellproperty.com
WORK PERFORMED:	Landscaping and Hardscaping

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Capital Landscapes
ADDRESS:	21700 wyoming st suite B
CITY, STATE, ZIP:	Oak Park MI 48237
TELEPHONE:	248 509 9109
OFFICERS:	
President: Michael Klein	Email Address: michaelK@caplandscapes.com
Vice President: "	Email Address: "
Secretary: "	Email Address: "
Treasurer: "	Email Address: "

CRITERIA 2:	
How many years has your organization been in business under your present firm name?	8
PARENT COMPANY NAME:	Capital Market Ventures LLC
STREET ADDRESS:	21700 wyoming st Suite B
CITY, STATE, ZIP CODE:	Oak Park MI 48237
UNDER CURRENT MANAGEMENT SINCE (DATE):	2016 (since open)

CRITERIA 3:

State and local licenses and license numbers held by your organization:

~~n/a~~

3A
3B
6
7A
7F
5

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

n/a

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. n/a

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. n/a

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

[X] NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name: Doeren Mayhew	Insurance group
Type of Coverage:	GL, Auto, Umbrella, WC, Equipment
Telephone:	248 290 0650

Are you self-insured for Worker's Compensation Insurance? Yes [ ] No [X]

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

n/a

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

n/a

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

michael - owner - 14 years of landscape experience

branden - manager - 21 years of landscape experience

Leanne - admin - 14 years of landscape experience

our staff generally have 5 - 20 years of experience

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

attached

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☒ Yes ☐ No

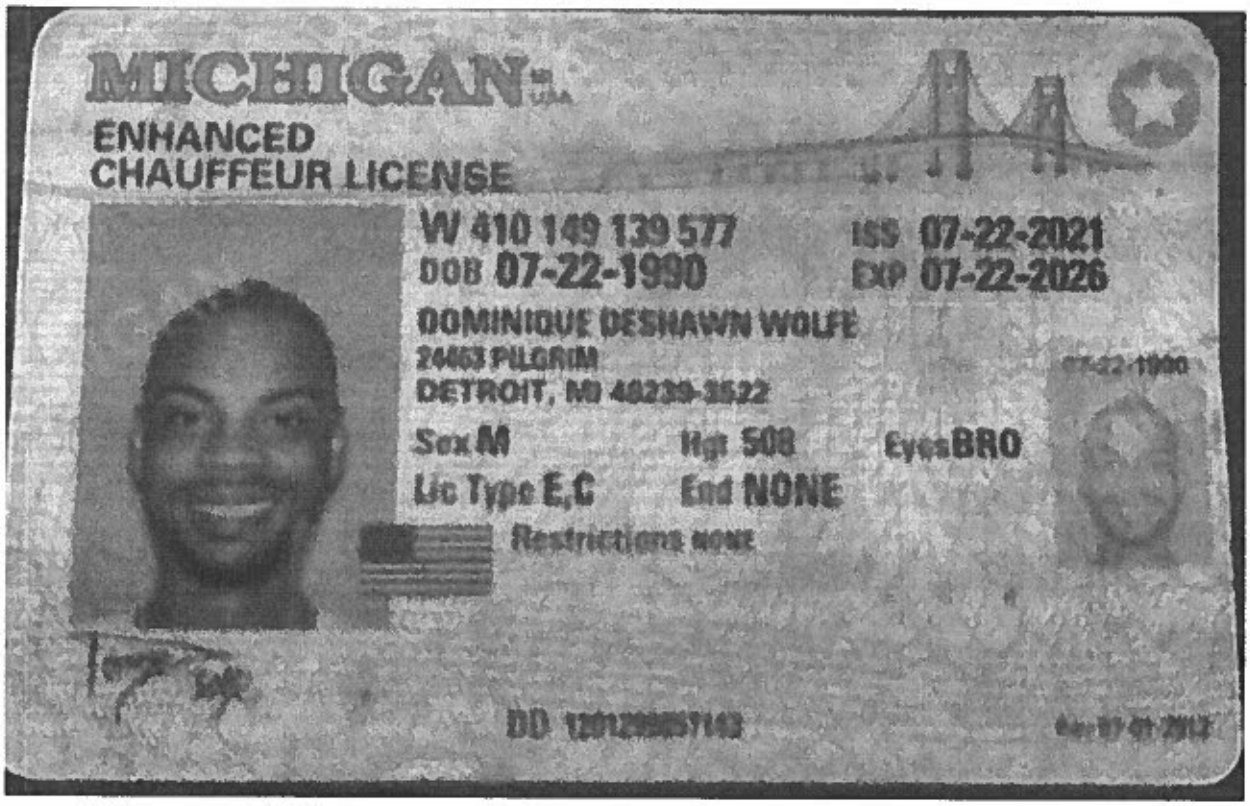
CRITERIA 26 (ATTACHMENT REQUIRED):

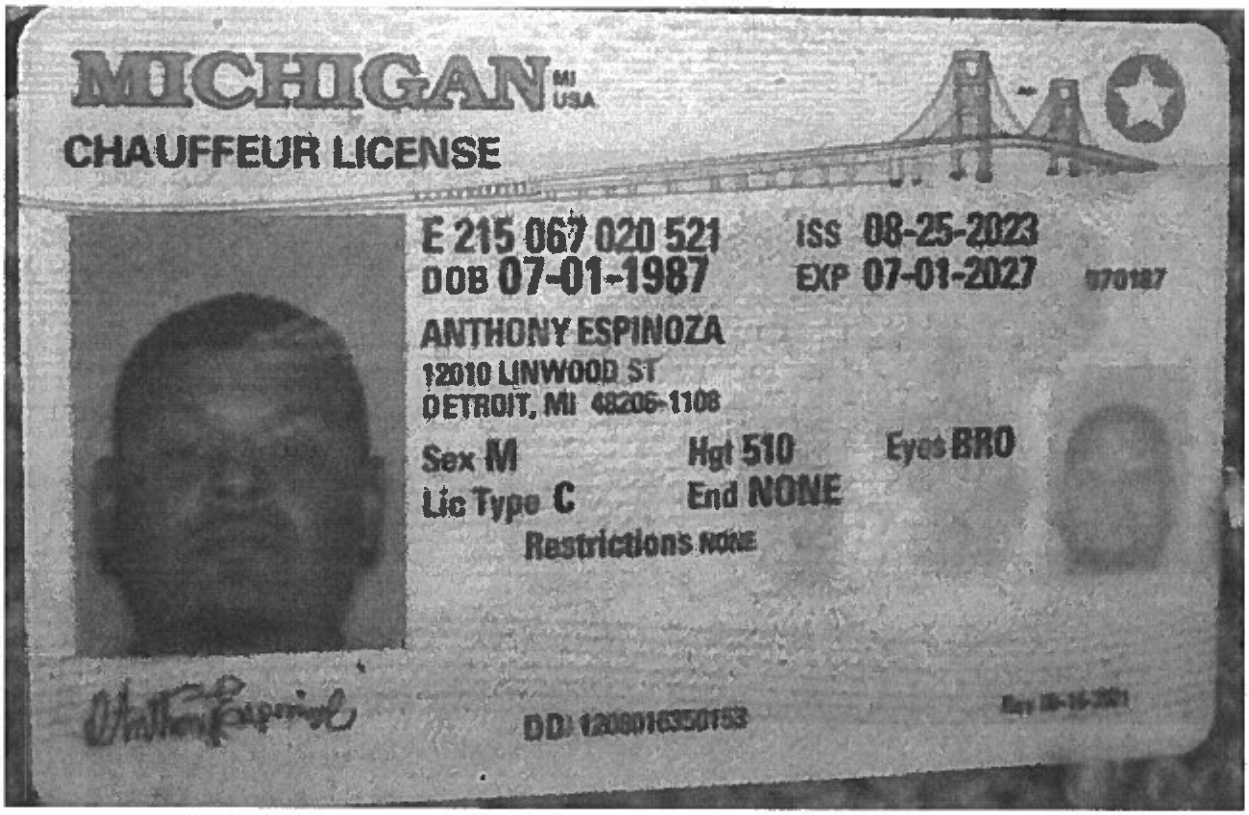
Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status
CRITERIA 27:
A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
CRITERIA 28 (ATTACHMENT REQUIRED):
Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.
CRITERIA 29:
Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Print Firm Name/Principal

Signature/Principal

Date


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
W 410 149 139 577
ISS 07-22-2021
DOB 07-22-1990
EXP 07-22-2026
DOMINIQUE DESHAWN WOLFE
24463 PILGRIM
DETROIT, MI 48239-3522
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE


MICHIGAN MI USA
CHAUFFEUR LICENSE
E 215 067 020 521
DOB 07-01-1987
ISS 08-25-2023
EXP 07-01-2027
ANTHONY ESPINOZA
12010 LINWOOD ST
DETROIT, MI 48206-1108
Sex M
Hgt 510
Eyes BRO
Lic Type C
End NONE
Restrictions NONE

As part of our commitment to fair labor practices and compliance with employment laws, we affirm that workers engaged by our company will not be misclassified as independent contractors. We adhere to all relevant regulations and guidelines governing employment classification, ensuring that workers receive the appropriate legal protections, benefits, and entitlements commensurate with their employment status. Our company values transparency, fairness, and accountability in all aspects of our operations, including the classification of workers, and we remain dedicated to upholding these principles at all times.

Capital Landscapes

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/14/2024

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	CONTACT NAME: Susan Habba	
Doeren Mayhew Insurance Group 305 West Big Beaver Rd. Suite 102 Troy MI 48084	PHONE (A/C, No, Ext): (248) 290-0650	FAX (A/C, No): (248) 290-0654
	E-MAIL ADDRESS: shabba@doereninsurance.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Auto-Owners	18988
INSURER B: The Hartford	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Capital Market Ventures LLC
DBA: Capital Landscapes
21700 Wyoming St Suite B
Oak Park MI 48237

COVERAGES **CERTIFICATE NUMBER:** CL2311811639 **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	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:			04177339	11/17/2023	11/17/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			04177339	11/17/2023	11/17/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	[X] UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			54-177339-01	11/17/2023	11/17/2024	EACH OCCURRENCE AGGREGATE $	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		35WECAV7DML	01/10/2024	01/10/2025	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Contractors Equipment Hired Auto Physical Damage			04177339	11/17/2023	11/17/2024	Contractors Equipment Rented/Leased Hired Physical Damage	 $110,000 $200,000

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

CERTIFICATE HOLDER

The Heights of Southfield Princeton Management
26600 Telegraph Rd, Ste 200
Southfield MI 48033

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

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Quality Assurance Program for Capital Landscapes:

Establish Clear Quality Standards: Capital Landscapes will define and maintain specific quality standards for each aspect of its landscaping services, including lawn maintenance, landscape design, hardscaping, and snow removal.

Document Procedures and Processes: We will document detailed procedures and processes for all key tasks and activities involved in delivering landscaping services. This documentation will include step-by-step instructions, checklists, and guidelines for employees to follow.

Training and Education: Capital Landscapes will provide comprehensive training and education to all employees to ensure they understand and adhere to the established quality standards. Training programs will cover topics such as landscaping techniques, safety protocols, and customer service.

Regular Inspections and Audits: We will conduct regular inspections and audits of completed landscaping projects to assess compliance with quality standards. Qualified personnel will perform these inspections independently of the project teams.

Corrective and Preventive Actions: Capital Landscapes will implement a robust system for addressing any non-conformities identified during inspections or audits. This system will include procedures for taking corrective action to resolve immediate issues and preventive action to prevent recurrence.

Customer Feedback and Satisfaction Surveys: We will actively seek feedback from customers on their satisfaction with our landscaping services. Customer feedback will be collected through surveys, reviews, and direct communication channels, and used to identify areas for improvement.

Continuous Improvement: Capital Landscapes is committed to a culture of continuous improvement. We will encourage employees to contribute ideas for enhancing quality, efficiency, and customer satisfaction. Regular reviews and updates of our quality standards and processes will be conducted to incorporate best practices and industry trends.

Supplier Quality Management: We will ensure that our suppliers and vendors meet our quality standards by implementing a supplier quality management program. This program will include processes for evaluating and selecting suppliers, monitoring supplier performance, and addressing any quality issues that arise.

Quality Metrics and Key Performance Indicators (KPIs): Capital Landscapes will establish quality metrics and KPIs to measure the performance of our Quality Assurance Program. These metrics

may include client satisfaction ratings, project completion rates, and adherence to project timelines and budgets.

Management Review: Our management team will conduct regular reviews of the Quality Assurance Program to evaluate its effectiveness and identify opportunities for improvement. Management will be actively involved in setting quality objectives, reviewing performance against those objectives, and making strategic decisions to enhance quality and customer satisfaction.

By implementing this comprehensive Quality Assurance Program, Capital Landscapes will ensure that we consistently deliver high-quality landscaping services that meet or exceed customer expectations.

1. Denise Glinz
   City of Southfield Chore Program
   26000 Evergreen Rd. Southfield, MI 48076
   248-796-4178
   dglinz@cityofsouthfield.com

2. Ron Duncan
   Congregation Shaarey Zedek
   27375 Bell Rd. Southfield MI 48034
   248-357-5548
   rduncan@shaareyzedek.com

3. Brina Tomina
   Stellas Marketplace, LLC
   2485 Coolidge Ave. Berkeley MI 48072
   248-755-7180
   btomina@gmail.com

4. Blake Little
   Carnegie Park
   26601 West Carnegie Park Dr.
   Southfield, MI 48034
   815-990-6300
   blittle@rockwellproperty.com

95K

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: R2UJQR57V4Y3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/22/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of Jeffrey Eccleton
   and Jemi Eccleton
   under the firm name of Picture Perfect Lawn Care, LLC
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 90-085-7676

(Corporate Seal, if applicable)

Name of Bidder: Picture Perfect Lawn Care, LLC

Signed By: Jeffrey Eccleton

Its: Co-owner

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
one (1)	2/20/24
Two (2)	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

2/20/24
Jeff Eaton

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 27, 2024

ADDENDUM NO. 2

2024 MOWING PACKAGES

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. The Responsible Contractor Paperwork **IS NOT REQUIRED** for this contract. After checking with the City Attorney, it will not be a requirement and you do not have to submit it with your bid. This refers to the Responsible Contractor Paperwork on pages P 43 of 51 through Page 51 of 51.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	50.00	6,900.-
2	5,001 – 10,000 Square Feet	LOT	148	60.00	8,880.-
3	10,001 – 20,000 Square Feet	LOT	17	70.00	1,190.-
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.-
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	95.00	95.-
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125.00	625.-
TOTAL (LINES 1-6)				$	17,870.-

TOTAL BID WRITTEN OUT: Seventeen Thousand, Eight hundred, Seventy Dollars

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	50 00	5,650 -
2	5,001 – 10,000 Square Feet	LOT	166	60 00	9,960 -
3	10,001 – 20,000 Square Feet	LOT	17	70 00	1,190 -
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90 00	450 -
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	95 00	190 -
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125 00	625 -
TOTAL (LINES 1-6)				$	18,065 00

OK

TOTAL BID WRITTEN OUT: Eighteen Thousand, Sixty Five Dollars

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	50.00	750.00
2	5,001 – 10,000 Square Feet	LOT	6	60.00	360.00
3	10,001 – 20,000 Square Feet	LOT	13	70.00	910.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	95.00	665.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	125.00	500.00
TOTAL (LINES 1-6)				$	3725.00

TOTAL BID WRITTEN OUT: Three Thousand, Seven Hundred Twenty Five Dollars

OK

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		No
2	5,001-10,000 Square Feet	LOT	200		No
3	10,0001-20,000 Square Feet	LOT	50		No
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		No
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		No
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		NO
TOTAL (LINES 1-6)				$	No Bid

TOTAL BID WRITTEN OUT: No Bid

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	45.00	1,260 -
2	Best Field	1304 Lewis St.	3.8	28	167.00	4,676 -
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	50.00	1,400 -
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3,080 -
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	50.00	1,400 -
6	Ella Sharp Park	Elmdale Road/Trail Area ALPine LAKE to W S. JACKSON ST	4.0	28	480.00	13,440 -
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	90.00	2,520 -
8	Exchange Park	300 E. Mansion St.	3.5	28	119.00	3,332 -
9	Friendship Park	1039 Chittock St	0.2	28	30.00	840 -
10	Ganson St. Park	638 W. Ganson St.	0.4	28	45.00	1,260 -
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	55.00	1,540 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	42.00	1,176 -
13	Grover Leake Park	152 E. Prospect St	0.5	28	45.00	1,260 -
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	88.00	4,928 -
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	170.00	5,950 -
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1,820 -
17	Lions Park	1025 N. Blackstone	9.7	28	133.00	3,724 -
18	Loomis Park	210 Gilbert St	14.1	35	315.00	11,025 -
19	New Leaf Park	1930 Fourth Street	0.4	28	39.00	1,092 -
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	39.00	1,092 -
21	Optimist Park	933 N. West Ave	2.5	28	45.00	1,260 -
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	43.00	1,204 -
23	Rotary Park	1413 Deyo St.	1.7	28	80.00	2,240 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.-
25	William Nixon Park	400 E. North St.	12	28	214.00	5,992.-
26	Withington Park	410 W. Michigan Ave.	2.0	56	75.00	4,200.-
	Total Park Mowing Item numbers 1-26					82,411.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	540.00	15,120.-
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	70.00	1,960.-
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	110.00	3,080.-
30	Ball Field at MLK Center	1107 Adrian St.		28	55.00	1,540.-
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	30.00	840.-
32	Fire Station	Prospect and Milwaukee		28	35.00	980.-
33	Fire Station	Pleasant and Pringle		28	15.00	420.-

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	Included ~~0~~	~~0~~
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season				[redacted]	110⁻ PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					85⁻ PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					110⁻ PRICE PER MOW
	Total Additional Services Item numbers 27-34					23,940⁻
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	45⁰⁰	90⁻
36	Best Field	1304 Lewis St.	3.8	2	40⁰⁰	80⁻
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60⁰⁰	120⁻
38	Bloomfield Park	1302 W. Michigan	2.2	2	100⁰⁰	200⁻
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	45⁰⁰	90⁻
40	Friendship Park	1039 Chittock St	0.1	2	10⁰⁰	20⁻

Fertilization + Weed Control **PARKS AND TRAIL MOWING**

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	50 00	100 -
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	62 00	124 -
43	Grover Leake Park	152 E. Prospect St	1.5	2	45 00	90 -
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	39 00	78 -
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	140 00	280 -
46	Kiwanis Park	1521 Blakely	1.1	2	62 00	124 -
47	Lions Park	1025 N. Blackstone	4	2	140 00	280 -
48	Loomis Park	210 Gilbert St	13.4	2	140 00	280 -
49	New Leaf Park	1930 Fourth Street	0.4	2	40 00	80 -
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40 00	80 -
51	Optimist Park	933 N. West Ave	5	2	40 00	80 -
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40 00	80 -

PARKS AND TRAIL MOWING

(Fertilization & weed control)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	60 00	120 -
54	Under the Oaks	418 Second St.	0.1	2	30 00	60 -
55	William Nixon Park	400 E. North St.	6.8	2	281 00	562 -
56	Withington Park	410 W. Michigan Ave.	1	2	75 00	150 -
56a	Extra Fertilization at Lions Park 2 Ball fields		2		100 00	200 -
56b	Extra Fertilization at Nixon Park 2 Ballfields		2		100 00	200 -
56c	Extra Fertilization at Best Field 1 Ball fields		1		100 00	100 -
56d	Extra Fertilization at Howard Wood complex 2 Ball fields		2		100 00	200 -
	Total Park Fertilization Items 35-56d					$ 3868 - OK

EXTRAS

Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR

57	Beech Tree Park	400 Blackstone	1.1	2	45 02 OK	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

PARK Edging

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	45.02	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	45.02	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	45.02	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	45.02	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	45.02	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	45.02	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	45.02	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	45.02	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	45.02	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	45.02	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	45.02	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

PARK Edging

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	45.02	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	45.02	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	45.02	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	45.02	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	45.02	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	45.02	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	45.02	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	45.02	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	45.02	RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4	[redacted]	$ 75.00	RATE PER MAN HOUR

Park Irrigation

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		75.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		75.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		75.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		75.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring (This Item will Be Billed As: Product Cost Plus Rate Per Man Hour)				45.02	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					$82,411-
	Total Additional Services Item numbers 27-34					$23,940-
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					$ 3,868-
	Total ~~Park Fertilization~~ Items 57-78 PARK Edging- Billed per man hour					N/A
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items) Item Numbers 1-56					$110,219.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,800	$63,000-
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$3,600	$126,000-

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					$189,000-
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	200.00	400.00
	Total Cemetery Fertilization 3-4					400.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		45.02 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		45.02 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		45.02 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		45.02 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		45.02 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		45.02 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		45.2 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		45.02 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		45.02 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		45.02 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		45.02 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		45.02 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		45.02 RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				45.02	RATE PER MAN HOUR
23	Woodland Cemetery				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				45.02	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2				$ 189,000-	

CEMETERY MOWING CONTRACT * SEE Special Attachment LAST PAGE

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					$ 400.00
	Total Extras 5-17		PER-Man Hour			N/A
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					$ 189,400-

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	88.00	7,040
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	45.00	3,600-
3	Parking Lot	3		40	5.00	200-
4	Parking Lot	5		40	5.00	200-
5	Parking Lot	6		40	56.00	2240-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2,000.-
7	Parking Lot	8		40	5.00	200.-
8	Parking Lot	9		40	5.00	200.-
9	Parking Lot	9a		40	5.00	200.-
10	Parking Lot	14		40	5.00	200.-
11	Parking Lot	19		40	5.00	200.-
12	Parking Lot	20		40	85.00	3,400.-
13	Parking Lot	21		40	5.00	200.-
14	Parking Lot Art Sculpture	18		40	43.00	1,720
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	10.00	200.-
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	30	1200.-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	85.00	3400.-
	Total Downtown Mowing 1- 17A					$ 28,000.-
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	100.00	300.-
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	35.00	105.-
	Total Fertilization 18-19					$ 405.-
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	45.02 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		45.02 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		45.02 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

(Landscaping)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		45.02 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		45.02 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		75.02 RATE PER MAN HOUR
26	Parking Lots	Listed above		75.02 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		75.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		75.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		75.00 RATE PER MAN HOUR
30	Emma Nichols Garden			75.00 RATE PER MAN HOUR

DOWNTOWN MOWING

(Irrigation)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall		[redacted]			75.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				75.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				45.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				45.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				45.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				45.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				45.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					45.00 RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					45.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					$28,000
	Total Fertilization 18-19					$405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					$28,405.00

Bidders Name:	Picture Perfect Lawn Care
Address:	11400 King Rd
City, State, Zip:	Concord, MI 49237
Telephone:	517-392-1044
Fax:	N/A
Email Address:	PicturePerfect.LawnCare@yahoo.com
Federal ID Number:	90-0857676
Bid Signed By:	Jeff Eccleton Jeff Eccleton (Print or Type)

Title:	Co-Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Jeff Eccleston Its Co-Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Picture Perfect Lawn Care certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Picture Perfect Lawn Care understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: [signature]
(Signature)

By: Co-Owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Picture Perfect Lawn Care

ADDRESS: 11400 King Rd
Concord, MI 49237

SIGNED BY: Jeff Eccleston

TITLE: Co-owner

DATE: 2/22/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: Jeff Gaultier
(Signature)

By: Co- owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF JACKSON)

_____, being first duly sworn, deposed and says that:

1. He is Jeffrey Eccleton of, Picture Perfect Lawn Care, LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/26/24

By: Picture Perfect Lawn Care, LLC
(Company)

By: Jeffrey Eccleton Co-Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 26 day of February, 2024.

Pam Russell

Notary Public, _____ County,
My commission expires: _____

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Jackson

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

NONE

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Jeff Eccleton an authorized representative of Picture Perfect Lawn Care am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/22/24 Jeff Eccleton
Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Jeff Eccleton	Picture Perfect Lawn Care
Telephone	**Email Address**
517-392-1044	Pictureperfect.Lawncare@yahoo.com

Contract or matter pending with the City:

_____

_____

I, Jeff Eccleton, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: N/A

Property interest: N/A

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

N/A

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: N/A

Property interest:

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: N/A

City Department:

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: N/A

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

N/A

Additional information regarding any of the above:

N/A

☒ None of the above apply.

Dated: 2.26.2024

Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024
By

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Wayne

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Jeffrey Eccleton CO-owner
Name and Title of Authorized Representative

Picture Perfect Lawn Care, LLC
Name of Participant Agency or Firm

Jeffrey Eccleton 2/22/24
Signature of Authorized Representative Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

9- Pick up TRUCKS

7- TRailers (3) Enclosed (3) Flat bed (1) Dump TRailer

Mowers:

(1) 104" LARGE AREA MOWER
(2) 78' OUT FRONT DECK MOWERS
(11) ZERO TURN MOWERS 42" UP to 72"
(8) BACK PACK BLOWER
(9) COMMERCIAL LINE TRIMMERS
(4) MECHANICAL EDGERS
(many) HEDGE TRIMMERS, CHAIN SAWS, & HAND TOOLS REQUIRED to COMPLETE TASKS.
(4) FERTILIZER SPREADERS
(1) 100 gallon LIQUID SPRAY TANK
(2) 30 gallon TRACTOR SPRAY TANKS
(8) BACK PACK & CARRY SPRAY TANKS
(6) PUSH MOWERS 25"
(many) SAFETY EQUIPMENT to TRANSPORT & PERFORM WORK

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

NOT REQUIRED IN OUR INDUSTRY

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Picture Perfect Lawn Care, LLC
2. Established: Year 2012 Number of Employees 14
3. Type of organization: Individual ✓ Partnership ___ Corporation ___ Other LLC
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Jackson
CONTACT PERSON:	Kelli Hoover
TELEPHONE:	517-788-4040
EMAIL ADDRESS:	Khoover@cityofjackson.org
WORK PERFORMED:	2014 – 2023 City Mowing, Irrigation, Fertilizer Contract

REFERENCE NO. 2	
NAME:	Jackson Readiness Center
CONTACT PERSON:	Paul Drake
TELEPHONE:	517-990-1143
EMAIL ADDRESS:	Paul.j.Drake3.NFG@mail.mil
WORK PERFORMED:	Mowing National Guard Armory Cooper ST, Jackson 2017-2020 + 2023 to Present

REFERENCE NO. 3	
NAME:	Jax Naz Church
CONTACT PERSON:	Christina Bristow
TELEPHONE:	517-782-7084
EMAIL ADDRESS:	ChristinaBristow@Jaxnaz.com
WORK PERFORMED:	Mowing, Fert, Property Care

REFERENCE NO. 4	
NAME:	Pack + Ship 1405 N. West Ave.
CONTACT PERSON:	Mary Ann Magiera
TELEPHONE:	517-962-5313
EMAIL ADDRESS:	
WORK PERFORMED:	Property Care 2017 to Present

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/06/2023

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	CONTACT NAME: MICHAEL R STEIN, CIC
MICHAEL STEIN INSURANCE AGENCY 1400 ABBOT RD STE 410 EAST LANSING, MI 48823	PHONE (A/C, No, Ext): 517-333-2060 FAX (A/C, No): E-MAIL ADDRESS: mstein@fbinsmi.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A: Farm Bureau General Insurance Company of MI — 21547
INSURED PICTURE PERFECT LAWN CARE LLC 11400 KING RD CONCORD, MI 49237	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Hired Auto Liability [X] Non-owned Auto Liability GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	S 3088646	04/03/2023	04/03/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	NA	N	BAP 3088721	04/03/2023	04/03/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$ see single limit
							BODILY INJURY (Per accident)	$ see single limit
							PROPERTY DAMAGE (Per accident)	$ see single limit
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WCC 3088645	03/20/2023	03/20/2024	[X] PER STATUTE [ ] 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 is an Additional Insured with form (1816) Additional Insured -- Owners, Lessees, or Contractors, in accordance with policy language.

CERTIFICATE HOLDER

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49501

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

Kay McNeilly

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ADDITIONAL INSURED - OWNERS, LESSEES, OR CONTRACTORS

This endorsement modifies insurance provided under the Business Liability section of this policy.

1. The "Persons Insured" provision is amended to include as an additional Insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for bodily injury, property damage, personal injury, or advertising injury caused, in whole or in part, by:

   (a) your acts or omissions; or

   (b) the acts or omissions of those acting on your behalf;

   in the performance of your work for that additional Insured(s).

   However:

   (a) the insurance afforded to such additional Insured only applies to the extent permitted by law; and

   (b) if coverage provided to the additional Insured is required by a contract or agreement, the insurance afforded to such additional Insured will not be broader than that which you are required by the contract or agreement to provide for such additional Insured.

2. With respect to the insurance afforded to these additional Insureds, the following additional exclusions apply:

   This insurance does not apply to bodily injury or property damage occurring after:

   (a) all work, including materials, parts, or equipment furnished in connection with such work, on the project (other than service, maintenance, or repairs) to be performed by or on behalf of the additional Insured(s) at the location of the covered operations has been completed; or

   (b) that portion of your work out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

3. With respect to the insurance afforded to these additional Insureds, the following is added to Bodily Injury and Property Damage Liability and to Premises Medical Payments:

   If coverage provided to the additional Insured is required by a contract or agreement, the most we will pay on behalf of the additional Insured is the amount of insurance:

   (a) required by the contract or agreement; or

   (b) available under the applicable limits of liability shown in the Declarations;

   whichever is less.

   This endorsement shall not increase the applicable limits of liability shown in the Declarations.

All other provisions of this policy apply.

Includes copyrighted material of Insurance Services Office, Inc., with its permission

Experience Rating

From: Allison Eccleton (allison.mroberts8@farmersagency.com)

To: pictureperfect.lawncare@yahoo.com

Date: Tuesday, February 27, 2024 at 12:39 PM EST

Hi Jemi,

Here is the response from the head of commercial underwriting in Michigan:

Picture Perfect Lawn Care LLC is a merit rated risk. This means they have not had any WC losses. The state shows it as .95 (meaning they get a 5% discount on their WC policy). The business owner can contact the Michigan WC Bureau at 734-462-9600 ext 264 for Customer Service to see if the state can provide a document showing the merit rating. The Customer Service email is service@caom.com if they would rather do that. The business will need to provide their FEIN.

Thanks,
Allison Eccleton



Allison Eccleton
Office Manager
Matthew Roberts Farmers Insurance Agency
89 W Chicago St. Ste 1D, Coldwater, Mi 49036
Phone: (517) 210 2370
Fax: (517) 234 4510
https://g.page/r/CVT1FeNvTyUmEAI/review

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/08/2023

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

ROBERTS MATTHEW(7140K9V)
89 W CHICAGO ST

COLDWATER MI 49036

CONTACT
NAME: Matthew Roberts
PHONE (A/C, NO, EXT): 517-210-2370
FAX (A/C, NO):
E-MAIL ADDRESS: mroberts8@farmersagent.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Truck Insurance Exchange	21709
INSURER B: Farmers Insurance Exchange	21652
INSURER C: Mid Century Insurance Company	21687
INSURER D: Fire Insurance Exchange	21660
INSURER E:	
INSURER F:	

INSURED

PICTURE PERFECT LAWN CARE, LL
11400 KING RD

CONCORD MI 49237

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME 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	ADDTL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea Occurrence)	$
							MED EXP (Any one person)	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$
	☐ POLICY ☐ PROJECT ☐ LOC						GENERAL AGGREGATE	$
	☐ OTHER:						PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☒ PER STATUTE ☐ OTHER	$
	ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N: Y	N/A	N	A02187073	05/11/2023	05/11/2024	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)
The State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents are listed as Additional Insured on the named Insured's general liability policy.
Waiver of Subrogation applies in favor of the certificate holder on the workers compensation policy.

CERTIFICATE HOLDER

Department of Military and Veterans Affairs
Reserve Forces Support Center
3423 N. Martin Luther King Jr. Blvd, Suite 320
Lansing, MI 48906

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

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f. The City may request of any bidder evidence of experience performing the work being bid, and may require information on financial status and equipment available for the project.

g. Each bidder shall indicate on page 12 of the Proposal Forms the name, address, and a complete description of work to be performed by each subcontractor on this project. All subcontractors must be approved by the City, and must meet the same requirements of the successful bidder.

h. On contracts that have two or more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

3. ~~**BID SECURITY**: All Proposals must be accompanied by a certified check made payable to the order of the City of Jackson in the amount of 5% of the aggregate bid total. Bid bonds with authorized surety companies as sureties and of like amount may be substituted for certified checks at the option of the bidder. Such bid bonds must be run to the City of Jackson, Michigan.~~

~~All proposals submitted without bid security will be returned to the bidder unread.~~

~~The bid deposit of all except the three (3) lowest bidders will be returned within (3) days after the opening of bids. The bid deposit of the three lowest bidders will be returned within forty-eight (48) hours after Contract and required bonds have been finally approved by the City.~~

4. **EQUAL EMPLOYMENT OPPORTUNITY**: All bidders shall complete the Equal Employment Opportunity Certification, Certification of Nonsegregated Facilities, and Non-Collusion Affidavit, found in Section P of the Proposal Forms.

5. **AWARD**:

A. If the contract is over $50,000, then the City Council will be advised of the bids received and receive staff recommendations on award. Award of contract, if any, will be made to the single lowest responsible bidder for the entire scope of the project. Provided however, the City Council has the authority to reject any and all bids, and to accept or recommend the acceptance of other than the lowest responsive bid when the public interest is served thereby and such action is in the best interest of the City.

B. The City Council reserves the right to reject any and all bids and to waive minor irregularities and/or technicalities in the bids.

6. **CONTRACT**:

A. If the awarded contract is $50,000 or greater, the following bond requirements will apply:



Picture Perfect Lawncare, LLC
11400 King Rd
Concord, MI 49237

City of Jackson Mowing Contract Bid 2024

SPECIAL ATTACHMENT

Date: February 28, 2024

To whom it may concern:

In consideration of this bid package, If Picture Perfect Lawn Care is selected for the 3 items known as (1) PARKS AND TRAIL MOWING/ (2) CEMETERY MOWING and (3) DOWNTOWN MOWING, The following adjustments will be made to the cost of the Cemetery mowing Contract.

Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows.

Woodland Cemetery as Bid: $126,000.00 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the Fertilizer and Weed Control.

Mt Evergreen Cemetery as Bid $63,000.00 Annually: Will be adjusted to $1,500.00 per week for an annual total of $52,500.00

This will provide a reduction of $47,650.00 in the overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand total annually to $280,374.00 Plus the Per-man hour work as listed in the Contract.

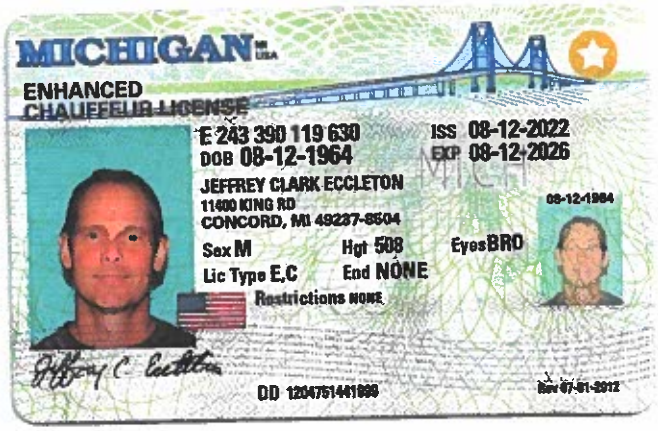
THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS PROJECT

Picture Perfect Lawncare, LLC
Jeff & Jemi Eccleton
11400 King Rd
Concord, MI 49237
Cell: 517-392-1044 (Jeff)
Fax# N/A

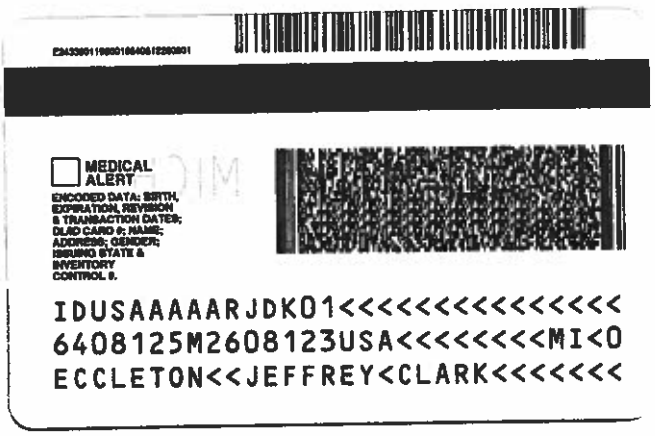
Print authorized person: Jeffrey Eccleton

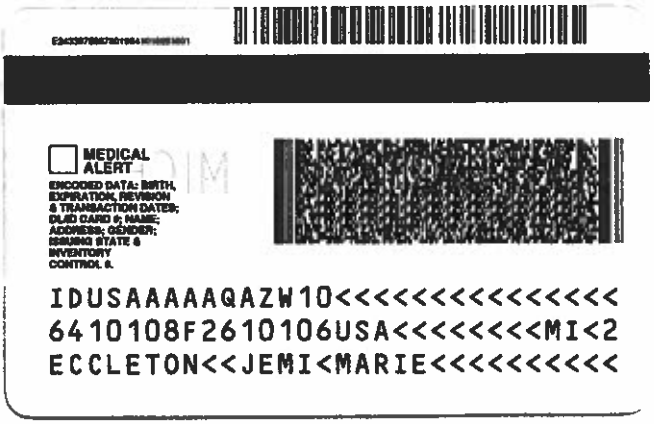
Signature of approval: Jeffrey Eccleton

Date: 2/28/24


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 390 119 630
DOB 08-12-1964
ISS 08-12-2022
EXP 08-12-2026
JEFFREY CLARK ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
08-12-1964
DD 1204751441998


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 397 585 780
DOB 10-10-1964
ISS 08-08-2022
EXP 10-10-2026
JEMI MARIE ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex F
Hgt 504
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
10-10-1964
DONOR
DD 1204702261440


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAARJDK01<<<<<<<<<<<<<<<
6408125M2608123USA<<<<<<<<MI<0
ECCLETON<<JEFFREY<CLARK<<<<<<<


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAAQAZW10<<<<<<<<<<<<<<<
6410108F2610106USA<<<<<<<<MI<2
ECCLETON<<JEMI<MARIE<<<<<<<<<<

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: YMHCZGBK8NPA3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/2024

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

X 1. individual, resident of _____

doing business as _____

at _____

X 2. partnership, consisting of _____

and _____

under the firm name of _____

3. corporation by the name of EPM of Michigan, LLC

organized and existing under the laws of the State of Michigan

with offices at 2840 Shirley Dr, Jackson, MI 49201

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 27-4116376

(Corporate Seal, if applicable)

Name of Bidder: Tammie Eilola Warring

Signed By: Tammie Eilola Warring

Its: Agent

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
Addendum #1	2/20/2024

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

NO QUOTE

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138		
2	5,001 – 10,000 Square Feet	LOT	148		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113		
2	5,001 – 10,000 Square Feet	LOT	166		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15		
2	5,001 – 10,000 Square Feet	LOT	6		
3	10,001 – 20,000 Square Feet	LOT	13		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		
2	5,001-10,000 Square Feet	LOT	200		
3	10,0001-20,000 Square Feet	LOT	50		
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1820.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1820.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2940.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	210.00	5880.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	175.00	4900.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3920.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1540.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1540.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	105.00	2940.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1540.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1540.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	1820.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1960.00
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8260.00
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1540.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1540.00
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3360.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1540.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	55.00	1540.00
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	105.00	5880.00
	Total Park Mowing Item numbers 1-26					111,580.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1540.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	195.00	5460.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3500.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1540.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1680.00
33	Fire Station	Pleasant and Pringle		28	60.00	1680.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	280.00	5600.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					105.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					140.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					140.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34					38500.00
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	310.00	620.00
36	Best Field	1304 Lewis St.	3.8	2	715.00	1430.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1080.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1100.00	3300.00
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00
47	Lions Park	1025 N. Blackstone	4	2	775.00	1550.00
48	Loomis Park	210 Gilbert St	13.4	2	1400.00	2800.00
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00
51	Optimist Park	933 N. West Ave	5	2	840.00	1680.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00
55	William Nixon Park	400 E. North St.	6.8	2	1100.00	2200.00
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00
56a	Extra Fertilization at Lions Park		2		500.00	500.00
56b	Extra Fertilization at Nixon Park		2		850.00	850.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		810.00	810.00
	Total Park Fertilization Items 35-56d					22950.00
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	75.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	75.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	75.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	75.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	75.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	75.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	75.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	75.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	75.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	75.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	75.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	75.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	75.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	75.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	75.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	75.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	75.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	75.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	75.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	75.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	75.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	75.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		90.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		90.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		90.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		90.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				85.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					111,580.00
	Total Additional Services Item numbers 27-34					38500.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					22950.00
	Total Park Fertilization Items 57-78					11650.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					173030.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1200.00	42000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1950.00	68250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					110,250.00
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	2240.00	4480.00
	Total Cemetery Fertilization 3-4					4480.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		75.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		75.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		75.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		75.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		75.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		75.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		75.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		75.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		75.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		75.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		75.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		75.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		75.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				85.00	**RATE PER MAN HOUR**
23	Woodland Cemetery				85.00	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				85.00	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				90..00	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					110,250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					4480.00
	Total Extras 5-17					825.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					4480.00

NO QUOTE

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80		
2	Bucky Harris Park	190 W. Michigan Ave	.01	80		
3	Parking Lot	3		40		
4	Parking Lot	5		40		
5	Parking Lot	6		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40		
7	Parking Lot	8		40		
8	Parking Lot	9		40		
9	Parking Lot	9a		40		
10	Parking Lot	14		40		
11	Parking Lot	19		40		
12	Parking Lot	20		40		
13	Parking Lot	21		40		
14	Parking Lot Art Sculpture	18		40		
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40		
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40		
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40		
	Total Downtown Mowing 1- 17A					
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3		
19	Bucky Harris	190 W. Michigan Avenue	52.9	3		
	Total Fertilization 18-19					
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		**PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		**PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		**PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		RATE PER MAN HOUR
26	Parking Lots	Listed above		RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		RATE PER MAN HOUR
30	Emma Nichols Garden			RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					
	Total Fertilization 18-19					
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					

Bidders Name:	EPM of Michigan, LLC
Address:	2840 Shirley Dr
City, State, Zip:	Jackson, MI 49201
Telephone:	517-990-0110
Fax:	n/a
Email Address:	Tammie@EPMofMichigan.com
Federal ID Number:	27-4116376
Bid Signed By:	Tammie Eilola Warring Print or Type

Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Nick Klotz Its President

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Nick Klotz certifies that (he)/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Nick Klotz understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick Klotz
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

Mi 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Executive Property Management of Mich. LLC

ADDRESS: 2840 Shirley Dr
Jackson Mi 49201

SIGNED BY: [signature]

TITLE: President

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick Klotz
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

MI 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Nick Klotz, being first duly sworn, deposed and says that:

1. He is President of, Executive Property Management of Michigan LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Executive Property Management of Michigan LLC
(Company)

By: President
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 20 24.

Kerri R. Bubp

Notary Public, Jackson County,
My commission expires: 2-19-27

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

N/A

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Nick Klotz an authorized representative of EPM
am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/27/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Nick Klotz	Executive Property Management of Michigan LLC
Telephone	Email Address
517-990-0110	nick@epmofmichigan.com

Contract or matter pending with the City:

2024 Mowing Contracts

I, Nick Klotz, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

Kerri R. Bubp
Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 28 day of February, 2024
By Kerri R. Bubp.

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Nick Klotz
Name and Title of Authorized Representative

Executive Property Management of Michigan LLC
Name of Participant Agency or Firm

Signature of Authorized Representative

2/27/24
Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

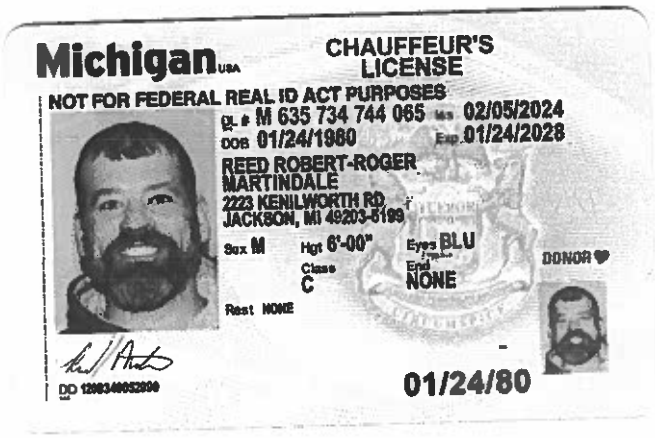
24 Trucks

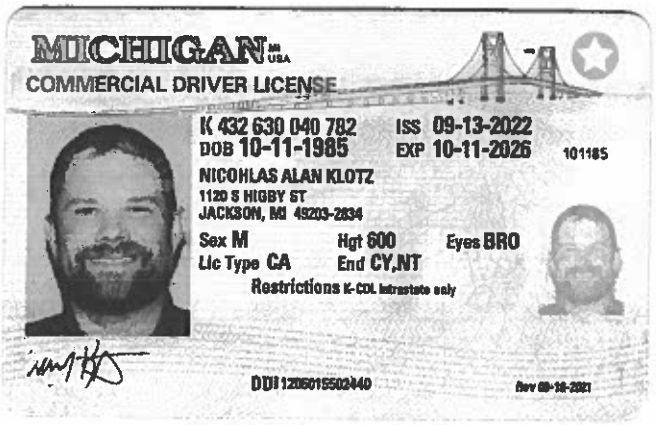
10 - 60" Zero turn mowers

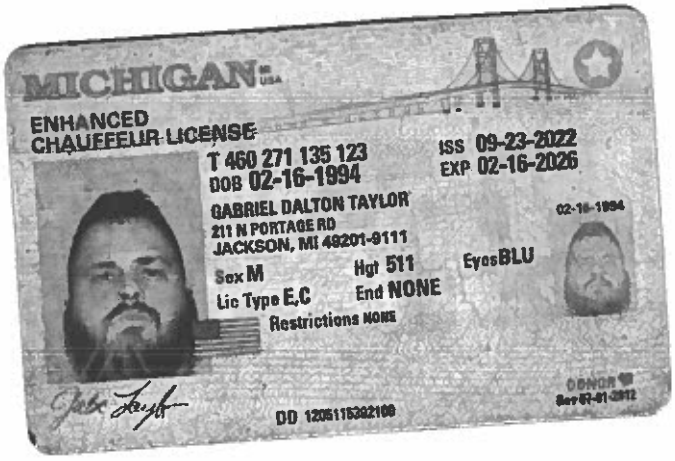
Various hand tools

1-3 144" + zero turns if awarded

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS


Michigan USA
CHAUFFEUR'S LICENSE
NOT FOR FEDERAL REAL ID ACT PURPOSES
DL # M 635 734 744 065 Iss 02/05/2024
DOB 01/24/1980 Exp 01/24/2028
REED ROBERT-ROGER MARTINDALE
2223 KENILWORTH RD
JACKSON, MI 49203-5199
Sex M Hgt 6'-00" Eyes BLU
Class C End NONE
Rest NONE
DONOR
DD 1280340052000
01/24/80


MICHIGAN
COMMERCIAL DRIVER LICENSE
K 432 630 040 782
DOB 10-11-1985
ISS 09-13-2022
EXP 10-11-2026
101185
NICOHLAS ALAN KLOTZ
1120 S HIGBY ST
JACKSON, MI 49203-2834
Sex M
Hgt 600
Eyes BRO
Lic Type CA
End CY,NT
Restrictions K-CDL intrastate only
DD# 120601550244O
Rev 09-16-2021


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
T 460 271 135 123
DOB 02-16-1994
ISS 09-23-2022
EXP 02-16-2026
GABRIEL DALTON TAYLOR
211 N PORTAGE RD
JACKSON, MI 49201-9111
Sex M
Hgt 511
Eyes BLU
Lic Type E,C
End NONE
Restrictions NONE
02-16-1994
DONOR
DD 1205115302109

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Executive Property Management of Michigan LLC
2. Established: Year 2010 Number of Employees_____
3. Type of organization: Individual___ Partnership Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Atlas Outdoor
CONTACT PERSON:	Sam Gembel
TELEPHONE:	810-877-5296
EMAIL ADDRESS:	sam@samgembel.com
WORK PERFORMED:	

REFERENCE NO. 2	
NAME:	Wolverine Sealcoating / Viking Rental
CONTACT PERSON:	Kit Wingle
TELEPHONE:	517-745-1390
EMAIL ADDRESS:	Sales@wolverineseal.com
WORK PERFORMED:	Ground Maintenance at various locations

REFERENCE NO. 3	
NAME:	American 1 Credit Union
CONTACT PERSON:	Liz Niles
TELEPHONE:	517-787-6510
EMAIL ADDRESS:	lniles@a1cu.org
WORK PERFORMED:	Commercial grounds and snow removal

REFERENCE NO. 4	
NAME:	F.A. Kennedy Company
CONTACT PERSON:	Sean Kennedy
TELEPHONE:	517-787-5228
EMAIL ADDRESS:	SeanKennedy@country-markets.com
WORK PERFORMED:	Commercial grounds + Snow removal

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Executive Property Management of Michigan LLC
ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP:	Jackson Mi 49201
TELEPHONE:	517-990-0110
OFFICERS:	
President: Nick Klotz	Email Address: nick@epmofmichigan.com
Vice President:	Email Address:
Secretary:	Email Address:
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Executive Property Management of Mich. LLC
STREET ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP CODE:	Jackson Mi 49201
UNDER CURRENT MANAGEMENT SINCE (DATE):	2010

CRITERIA 3:

State and local licenses and license numbers held by your organization:

MI - PABL # 380055, 3A, 3B, 6

Nursery Dealer # Nurdl - 201384

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

MGIA / MDARD Classes

In house training

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☒ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Frankenmuth Mutual Ins.
Type of Coverage:	General liability, Works Comp, Auto
Telephone:	517-783-2608

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☒

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/07/2022

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 Barker Weber Insurance Agency, Inc. 2501 Spring Arbor Rd. Jackson, MI 49203	CONTACT NAME: Kelly Bunch PHONE (A/C, No, Ext): (517) 783-2608 FAX (A/C, No): (517) 783-4674 E-MAIL ADDRESS: Kelly@barkerweber.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Frankenmuth Mutual Insurance — 13986
INSURED Executive Property Management of Michigan 2840 Shirley Dr. Jackson, MI 49201	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **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		
A	☑ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☑ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y		6685591	04/03/2022	04/03/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $	1,000,000 1,000,000 10,000 1,000,000 2,000,000 2,000,000
A	AUTOMOBILE LIABILITY ☑ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			6685590	04/03/2022	04/03/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $	1,000,000
A	☑ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☑ RETENTION $ 10,000			6685591	04/03/2022	04/03/2023	EACH OCCURRENCE AGGREGATE	$ $	2,000,000 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6685589	04/03/2022	04/03/2023	☑ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $	1,000,000 1,000,000 1,000,000
A	Pollutant Cleanup and Removal			6685591	04/03/2022	04/03/2023	Policy Limit		$25,000

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

Certificate Holder is listed as additional insured with respect to general liability as required by written contract

CERTIFICATE HOLDER

email: sallard@cityofjackson.org

City of Jackson
161 W Michigan Ave
Jackson, MI 49201

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

William S Barker

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CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☒ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

N/A

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

N/A

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☐ Yes ☒ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Barker Weber
INSURANCE AGENCY, INC.

February 27, 2024

Mr. Nicohlas Klotz

Executive Property Management of Michigan

2840 Shirley Dr.

Jackson, MI 49201

Re: Experience Mod Factor

Dear Nick,

The experience modification factors for the past three (3) years are as follows:

04/03/2023 – 04/03/2024	.95
04/03/2022 – 04/03/2023	.95
04/03/2021 – 04/03/2022	.88

Please contact me if you have any questions or concerns.

Thank you,

Kelly Bunch, CISR

Barker Weber Insurance Agency, Inc.

6007 Ann Arbor Road • Jackson, MI 49201 • www.barkerweberinsurance.com
office 517.764.9898 • **tollfree** 800.878.7283 • **fax** 517.764.9890

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

50% or Greater

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses. Hand book

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Yes

Executive Property Management of Michigan LLC

Print Firm Name/Principal

Signature/Principal

2/27/24

Date

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Mowing, Irrigation and Landscaping for Woodland and Mt. Evergreen Cemeteries

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Recommendation:

Approve a Mowing, Irrigation and Landscaping Contract for Woodland and Mt. Evergreen Cemeteries to Picture Perfect Lawncare LLC, in the amount of $141,750.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Kelli Hoover, Parks Director

DATE: April 2, 2024

RECOMMENDATION: Approve a Mowing, Irrigation and Landscaping Contract for Woodland and Mt. Evergreen Cemeteries to Picture Perfect Lawncare LLC, in the amount of $141,750.

ISSUE STATEMENT

The City of Jackson Cemeteries Department has contracted mowing, weed control, whipping and landscaping since 2012. This has been the most efficient way to handle work at the cemeteries.

DESCRIBE THE CONSEQUENCES

If the contract is not awarded, we currently do not have the staff, mowing and landscape equipment to handle the needs of the cemeteries.

OWNERSHIP

The City of Jackson Cemeteries Department accepted bids on February 29, 2024, for mowing, weeding and landscaping. We had four bids for this portion of the contract. The department did a review of the four bidders. We contacted references, reviewed chamber information, social media and followed up on contract details to secure that the unique cemetery work can be done at the best level possible.

SOLUTION

The City of Jackson Cemetery Department would recommend going forward with a Picture Perfect Lawn Care, LLC contract in the amount of $141,520 (this includes $47,650 in savings). After research of the other three companies that also applied, we believe that their lack of background in working with cemeteries, references, not finished portions of the bid application, scope of work and more. Choosing Picture Perfect Lawn Care would guarantee what we are looking for and would save money on training and turn-around. The specialized work that happens in the cemetery is important and often daily. This is not an area where you can report once or twice a week or use of a subcontractor.

FACILITATE IMPLEMENTATION

Approve a Mowing, Irrigation and Landscaping Contract for Woodland and Mt. Evergreen Cemeteries in the amount of $141,750.

ATTACHMENTS

1. Bid Tabulation - 2024 Mowing Contracts
2. Total Property Management Group
3. Capital Landscapes
4. Picture Perfect
5. EPM

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
DOWNTOWN MOWING										
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	70.00	5,600.00	60.00	4,800.00	88.00	7,040.00
2	Bucky Harris Park	190 W. Michigan Ave	0.01	80	40.00	3,200.00	25.00	2,000.00	45.00	3,600.00
3	Parking Lot	3		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
4	Parking Lot	5		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
5	Parking Lot	6		40	40.00	1,600.00	50.00	2,000.00	56.00	2,240.00
6	Parking Lot	7		40	40.00	1,600.00	50.00	2,000.00	50.00	2,000.00
7	Parking Lot	8		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
8	Parking Lot	9		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
9	Parking Lot	9a		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
10	Parking Lot	14		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
11	Parking Lot	19		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
12	Parking Lot	20		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
13	Parking Lot	21		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
14	Parking Lot Art Sculpture	18		40	40.00	1,600.00	50.00	2,000.00	43.00	1,720.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600.00	50.00	2,000.00	40.00	1,600.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	40.00	1,600.00	100.00	4,000.00	10.00	400.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	40.00	1,600.00	50.00	2,000.00	30.00	1,200.00
17A	Green Space	Corner of Blackstone & Louis Glick		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)										
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	75.00	225.00	180.00	540.00	100.00	300.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	4,000.00	12,000.00	7,935.00	23,805.00	35.00	105.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
EXTRAS										
Park Edging to be performed June, August and October										
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
Landscaping (May-October)										
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
DOWNTOWN MOWING										
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization										
Downtown IRRIGATION										

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
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25	Michigan Avenue	MLK Blvd-Withington Park	[redacted]		PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
26	Parking Lots	Listed above			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
27	Apartment	Lofts on Louie and The 200			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
28	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
29	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
30	Emma Nichols Garden				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
31	Behind City Hall				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
32	Consumers Wall	Louis Glick across from Lofts			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
ORGANIC WEED CONTROL (CHEETAPRO)										
33	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
34	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
36	Consumers wall	Across for Lofts on Louis			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
37	Emma Nichols Garden	Michigan Ave/Next to Veritas			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
MISCELLANEOUS										
38	Mulching-Spring				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
39	Leaf pick up-Spring and Fall				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					46,625.00		65,145.00		28,605.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
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									In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as 1. Parks and Trail Mowing 2. Cemetery Mowing 3. Downtown Mowing The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows: Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control. Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00. This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC. Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.	

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY	TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201	
					PRICE PER MOW (B)	ANNUAL COST FOR MOWING	PRICE PER MOW (B)	ANNUAL COST FOR MOWING	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING
CEMETERIES MOWING												
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1,190.00	41,650.00	927.50	32,462.50	1,800.00	63,000.00	1,200.00	42,000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	2,120.00	74,200.00	1,851.50	64,802.50	3,600.00	126,000.00	1,950.00	68,250.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
CEMETERIES FERTILIZATION												
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 plus 3	2	0	-	8385.00	16,770.00	200.00	400.00	2240.00	4,480.00
	Total Cemetery Fertilization 3-4											
EXTRAS												
Park Edging to be performed June, August and October												
5	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
6	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
8	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
12	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
13	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
16	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER												
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization												
ORGANIC WEED CONTROL (CHEETAPRO)												
22	Mt Evergreen (Line Trimming)				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
23	Woodland Cemetery				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
MISCELLANEOUS												

					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201	
24	Mulching-Spring				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
25	Leaf pick up-Spring and Fall				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	90.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
	Total Cemetery Fertilization 3-4					0		16,770.00		400.00		4,480.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR					115,850.00		114,035.00		189,400.00		114,730.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as
1. Parks and Trail Mowing
2. Cemetery Mowing
3. Downtown Mowing

The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows:

Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control.

Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00.

This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.

BID TABULATION
PARKS AND TRAIL MOWING
FEBRUARY 29, 2024

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
PARKS AND TRAIL MOWING														
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1,820.00	45.00	1,260.00	55.00	1,540.00	45.00	1,260.00	2,184.00	61,152.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5,320.00	100.00	2,800.00	190.00	5,320.00	167.00	4,676.00	5,460.00	152,880.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1,820.00	40.00	1,120.00	25.00	700.00	50.00	1,400.00	1,400.00	39,200.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2,940.00	70.00	1,960.00	110.00	3,080.00	110.00	3,080.00	3,500.00	98,000.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5	28	210.00	5,880.00	175.00	4,900.00	250.00	7,000.00	50.00	1,400.00	6,944.00	194,432.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4	28	175.00	4,900.00	152.00	4,256.00	200.00	5,600.00	480.00	13,440.00	512.00	14,336.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3,920.00	105.00	2,940.00	135.00	3,780.00	90.00	2,520.00	3,441.20	96,353.60
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4,900.00	130.00	3,640.00	175.00	4,900.00	119.00	3,332.00	4,270.00	119,560.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	30.00	840.00	851.20	23,833.60
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	1,058.40	29,635.20
11	Governor Austin Blair Park	600 S. Jackson St.	2	28	105.00	2,940.00	65.00	1,820.00	100.00	2,800.00	55.00	1,540.00	2,716.00	76,048.00
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	42.00	1,176.00	30.40	851.20
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	97.00	2,716.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	3,640.00	45.00	2,520.00	60.00	3,360.00	88.00	4,928.00	67.40	3,774.40
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00	300.00	10,500.00	500.00	17,500.00	170.00	5,950.00	393.00	13,755.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1,960.00	45.00	1,260.00	65.00	1,820.00	65.00	1,820.00	48.10	1,346.80
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8,260.00	300.00	8,400.00	485.00	13,580.00	133.00	3,724.00	381.90	10,693.20
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00	325.00	11,375.00	705.00	24,675.00	315.00	11,025.00	54.70	1,914.50
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	39.00	1,092.00	37.80	1,058.40
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1,540.00	40.00	1,120.00	35.00	980.00	39.00	1,092.00	48.90	1,369.20
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3,360.00	70.00	1,960.00	125.00	3,500.00	45.00	1,260.00	115.50	3,234.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	43.00	1,204.00	41.50	1,162.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2,380.00	45.00	1,260.00	85.00	2,380.00	80.00	2,240.00	85.90	2,405.20
24	Under the Oaks	418 Second St.	0.1	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	25.00	700.00	27.70	775.60
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00	320.00	8,960.00	600.00	16,800.00	214.00	5,992.00	467.00	13,076.00
26	Withington Park	410 W. Michigan Ave.	2	56	105.00	5,880.00	70.00	3,920.00	100.00	5,600.00	75.00	4,200.00	97.00	5,432.00
	Total Park Mowing Item numbers 1-26					113,400.00		83,811.00		129,815.00		82,411.00		968,993.90
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)														
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00	475.00	13,300.00	500.00	14,000.00	540.00	15,120.00	2,466.66	69,066.48
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1,540.00	75.00	2,100.00	65.00	1,820.00	70.00	1,960.00	300.00	8,400.00
29	Nixon Park Ball Diamonds **1** & **2**	400 E. North ST.		28	195.00	5,460.00	110.00	3,080.00	100.00	2,800.00	110.00	3,080.00	520.00	14,560.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3,500.00	50.00	1,400.00	330.00	9,240.00	55.00	1,540.00	390.00	10,920.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1,540.00	30.00	840.00	50.00	1,400.00	30.00	840.00	382.00	10,696.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	35.00	980.00	40.00	1,120.00
33	Fire Station	Pleasant and Pringle		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	15.00	420.00	60.00	1,680.00
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks P		20	280.00	5,600.00	50.00	1,000.00	50.00	1,000.00	INCLUDED		65.50	1,310.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$105 per mow		$75 per mow		$485 per mow		$110 per mow		$520 per mow
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$140 per mow		$60 per mow		$190 per mow		$85 per mow		$260 per mow
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$140 per mow		$75per mow		$500 per mow		$110 per mow		$520 per mow
	Total Additional Services Item numbers 27-34					38,500.00		23,400.00		33,060.00		23,940.00		117,752.48
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)														
35	Beech Tree Park	400 Blackstone	1.1	**2**	310.00	620.00	70.00	140.00	165.00	330.00	45.00	90.00	$50 plus material	$50 plus material
36	Best Field	1304 Lewis St.	3.8	2	715.00	1,430.00	300.00	600.00	570.00	1,140.00	40.00	80.00	$165 plus material	$330 plus material
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00	50.00	100.00	60.00	120.00	60.00	120.00	$40 plus material	$80 plus material
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1,080.00	120.00	240.00	330.00	660.00	100.00	200.00	$105 plus material	$210 plus material
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00	50.00	100.00	75.00	150.00	45.00	90.00	$45 plus material	$90 plus material
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00	50.00	100.00	40.00	80.00	10.00	20.00	$30 plus material	$60 plus material
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00	50.00	100.00	40.00	80.00	50.00	100.00	$35 plus material	$70 plus material
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00	70.00	140.00	150.00	300.00	62.00	124.00	$60 plus material	$120 plus material
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00	90.00	180.00	225.00	450.00	45.00	90.00	$80 plus material	$160 plus material

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ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00	50.00	100.00	40.00	80.00	39.00	78.00	$30 plus material	$60 plus material
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1,100.00	3,300.00	470.00	1,410.00	325.00	975.00	140.00	420.00	$265 plus material	$795 plus material
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00	70.00	140.00	165.00	330.00	62.00	124.00	$65 plus material	$130 plus material
47	Lions Park	1025 N. Blackstone	4	2	775.00	1,550.00	290.00	580.00	600.00	1,200.00	140.00	280.00	$175 plus material	$350 plus material
48	Loomis Park	210 Gilbert St	13.4	2	1,400.00	2,800.00	1,000.00	2,000.00	2,010.00	4,020.00	140.00	280.00	$520 plus material	$1040 plus material
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00	70.00	140.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00	50.00	100.00	40.00	80.00	40.00	80.00	$42 plus material	$84 plus material
51	Optimist Park	933 N. West Ave	5	2	840.00	1,680.00	390.00	780.00	750.00	1,500.00	40.00	80.00	$210 plus material	$420 plus material
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00	50.00	100.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00	100.00	200.00	240.00	480.00	60.00	120.00	$85 plus material	$170 plus material
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00	50.00	100.00	40.00	80.00	30.00	60.00	$30 plus material	$60 plus material
55	William Nixon Park	400 E. North St.	6.8	2	1,100.00	2,200.00	475.00	950.00	340.00	680.00	281.00	562.00	$275 plus material	$550 plus material
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00	70.00	140.00	25.00	50.00	75.00	150.00	$60 plus material	$120 plus material
56a	Extra Fertilization at Lions Park		2	2	500.00	1,000.00	70.00	140.00	600.00	1,200.00	100.00	200.00	$175 plus material	$350 plus material
56b	Extra Fertilization at Nixon Park		2	2	850.00	1,700.00	70.00	140.00	340.00	680.00	100.00	200.00	$275 plus material	$550 plus material
56c	Extra Fertilization at Best Field		1	1	570.00	570.00	35.00	35.00	570.00	570.00	100.00	100.00	$165 plus material	$165 plus material
56d	Extra Fertilization at Howard Wood complex		2	2	810.00	1,620.00	70.00	140.00	325.00	650.00	100.00	200.00	$265 plus material	$795 plus material
	Total Park Fertilization Items 35-56d					25,110.00		8,895.00		16,045.00		4,008.00		$6969 plus material
EXTRAS														
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR														
57	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
58	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
60	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
62	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
63	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
66	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
68	Kiwanis Park	1521 Blakely	1.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
69	Lions Park	1025 N. Blackstone	4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
70	Loomis Park	210 Gilbert St	13.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
71	New Leaf Park	1930 Fourth Street	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
73	Optimist Park	933 N. West Ave	5	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
75	Rotary Park	1413 Deyo St.	1.6	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
76	Under the Oaks	418 Second St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
77	William Nixon Park	400 E. North St.	6.8	3	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	42.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
78	Withington Park	410 W. Michigan Ave.	1	3	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	42.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization														
PARK IRRIGATIONS														
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~											
81	Elnora Moorman Plaza	152 E. High St.	0.5		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3											
83	Governor Austin Blair Park	600 S. Jackson St.	1		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
84	Grover Leake Park	152 E. Prospect St	1.5		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
ROUNDABOUTS														
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
MISCELLANEOUS														
88	Mulching-Spring				RATE PER MAN HOUR	85.00	RATE PER MAN HOUR	40.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
89	Leaf pick up-Spring and Fall				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	40.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
	Total Park Mowing Item numbers 1-26					$ 113,400.00		$ 83,811.00		$ 129,815.00		$ 82,411.00		$ 968,993.90
	Total Additional Services Item numbers 27-34					$ 38,500.00		$ 23,400.00		$ 33,060.00		$ 23,940.00		$ 117,752.48
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56d					$ 25,110.00		$ 8,895.00		$ 16,045.00		$ 4,008.00		$6969 plus material
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					$ 177,010.00		$ 116,106.00		$ 178,920.00		$ 110,359.00		$ 1,086,746.38

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
											In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as 1. Parks and Trail Mowing 2. Cemetery Mowing 3. Downtown Mowing The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows: Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control. Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00. This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC. Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.			

BID TABULATION
PRIVATE LOT MOWING
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**
1	1-5,000 Square Feet	LOT	120	20.00	2,400.00	30.00	3,600.00	57.50	6,900.00	35.00	4,200.00	35.00	4,200.00	38.00	4,560.00
2	5,001-10,000 Square Feet	LOT	200	40.00	8,000.00	40.00	8,000.00	57.50	11,500.00	60.00	12,000.00	40.00	8,000.00	42.00	8,400.00
3	10,0001-20,000 Square Feet	LOT	50	60.00	3,000.00	50.00	2,500.00	72.00	3,600.00	75.00	3,750.00	45.00	2,250.00	43.00	2,150.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	75.00	1,500.00	60.00	1,200.00	90.00	1,800.00	85.00	1,700.00	50.00	1,000.00	50.00	1,000.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	80.00	800.00	70.00	700.00	112.50	1,125.00	100.00	1,000.00	68.00	680.00	54.00	540.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	150.00	22,500.00	90.00	13,500.00	130.00	19,500.00	75.00	11,250.00	$70 PER MAN	10,500.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$27,750 PER TWO PERSON OR $13,875 PER ONE PERSON
TOTAL (LINES 1-6)					38,200.00		29,500.00		44,425.00		33,900.00		26,630.00	$40,200 PER 2 PERSON OR $26,325 PER 1 PERSON	

BID TABULATION
CITY GROUNDS MAINTENANCE
FEBRUARY 29, 2024

				TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	15	30.00	450.00	57.50	862.50	50.00	750.00	39.00	585.00	35.00	525.00	25.00	375.00
2	5,001 – 10,000 Square Feet	LOT	6	40.00	240.00	57.50	345.00	60.00	360.00	49.00	294.00	40.00	240.00	28.00	168.00
3	10,001 – 20,000 Square Feet	LOT	13	50.00	650.00	72.00	936.00	70.00	910.00	59.00	767.00	45.00	585.00	33.00	429.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	60.00	360.00	90.00	540.00	90.00	540.00	99.00	594.00	50.00	300.00	40.00	240.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	70.00	490.00	112.50	787.50	95.00	665.00	119.00	833.00	68.00	476.00	44.00	308.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	90.00	360.00	130.00	520.00	125.00	500.00	74.00	296.00	$70 PER MAN	280.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$740 PER 2 PERSON OR $370 PER PERSON
TOTAL (LINES 1-6)				2,550.00		3,991.00		3,725.00		3,369.00		2,406.00		$2,260 PER 2 PERSON OR $1,890 PER 1 PERSON	

BID TABULATION
CITY-OWNED LOT MOWING PART B - 303 LOTS
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	113	20.00	2,260.00	30.00	3,390.00	57.50	6,497.50	21.00	2,373.00	50.00	5,650.00	34.00	3,842.00	35.00	3,955.00	25.00	2,825.00
2	5,001 – 10,000 Square Feet	LOT	166	40.00	6,640.00	40.00	6,640.00	57.50	9,545.00	32.00	5,312.00	60.00	9,960.00	44.00	7,304.00	40.00	6,640.00	28.00	4,648.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	75.00	375.00	60.00	300.00	90.00	450.00	75.00	375.00	90.00	450.00	79.00	395.00	50.00	250.00	40.00	200.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	80.00	160.00	70.00	140.00	112.50	225.00	140.00	280.00	95.00	190.00	99.00	198.00	68.00	136.00	44.00	88.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70 PER MAN	700.00	$185.00 PER 2 PERSON OR $92.50 PER PERSON	$925 PER 2 PERSON OR $462 PER PERSON
TOTAL (LINES 1-6)				11,205.00		11,770.00		18,591.50		9,480.00		18,065.00		12,997.00		12,446.00		$9,247 PER 2 PERSON OR $8,784.50 PER PERSON	
					10,455.00		11,320.00		17,941.50		9,105.00		17,440.00		12,657.00		11,746.00		8,322.00

BID TABULATION
CITY-OWNED LOT MOWING PART A - 305 LOTS
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
				(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)
1	1-5,000 Square Fee	LOT	138	20.00	2,760.00	30.00	4,140.00	57.50	7,935.00	21.00	2,898.00	50.00	6,900.00	34.00	4,692.00	35.00	4,830.00	25.00	3,450.00
2	5,001 – 10,000 Square Feet	LOT	148	40.00	5,920.00	40.00	5,920.00	57.50	8,510.00	32.00	4,736.00	60.00	8,880.00	44.00	6,512.00	40.00	5,920.00	28.00	4,144.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	75.00	150.00	60.00	120.00	90.00	180.00	75.00	150.00	90.00	180.00	79.00	158.00	50.00	100.00	40.00	80.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	85.00	85.00	70.00	70.00	112.00	112.00	140.00	140.00	95.00	95.00	99.00	99.00	68.00	68.00	44.00	44.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70.00 PER MAN	$700.00	$185/PER 2 PERSON, OR 92.50 PER PERSON	$925/PER 2 PERSON OR $462.50 PER PERSON
TOTAL (LINES 1-6)				10,685.00	9,935.00	11,550.00	11,100.00	18,611.00	17,961.00	9,064.00	8,689.00	17,870.00	17,245.00	12,719.00	12,379.00	12,383.00	11,683.00	$9,204.00 PER 2 PERSON OR $8,741.00 PER PERSON	8,279.00

CITY OF JACKSON



2024 PRIVATE LOT MOWING
2024 CITY OWNED LOT MOWING – PART A
2024 CITY OWNED LOT MOWING – PART B
2024 CITY GROUNDS MAINTENANCE
2024 PARKS AND TRAIL MOWING
2024 CEMETERY MOWING
2024 DOWNTOWN MOWING

Bid Responses Due: THURSDAY, FEBRUARY 29, 2024 by 10:00:00 AM

CONTENTS

INVITATION FOR BIDS
INSTRUCTIONS TO BIDDERS (IB)
PROPOSAL FORMS (P)
AGREEMENT (A)
GENERAL CONDITIONS (G)
DETAILED SPECIFICATIONS

CITY OF JACKSON, MICHIGAN
161 W. Michigan Avenue
Jackson, Michigan 49201

CITY OF JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: D3BAZCG493E if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/20/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of 633 11th Street Plainwell, MI 49080
   doing business as Total Property Management Group LLC
   at 3851 W. Michigan Ave. Jackson, MI 49202
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 26-4814035

(Corporate Seal, if applicable)

Name of Bidder: Timothy Bowman

Signed By: Tim B

Its: Owner

BID SHEET

DATE: 2/20/24

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/28/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	$30.00	$4,140.00
2	5,001 – 10,000 Square Feet	LOT	148	$40.00	$5,920.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	$60.00	$120.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	$70.00	$70.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,550.00	

TOTAL BID WRITTEN OUT: Eleven thousand five hundred fifty and zero cents.

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	$30.00	$3,390.00
2	5,001 – 10,000 Square Feet	LOT	166	$40.00	$6,640.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	$60.00	$300.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	$70.00	$140.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,770.00	

Eleven thousand seven hundred seventieth and zero cents.

TOTAL BID WRITTEN OUT:

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	$30.00	$450.00
2	5,001 – 10,000 Square Feet	LOT	6	$40.00	$240.00
3	10,001 – 20,000 Square Feet	LOT	13	$50.00	$650.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	$60.00	$360.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	$70.00	$490.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	$90.00	$360.00
TOTAL (LINES 1-6)				$ 2,550.00	

Four thousand five hundred fifty and zero cents.

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	$30.00	$3,600.00
2	5,001-10,000 Square Feet	LOT	200	$40.00	$8,000.00
3	10,0001-20,000 Square Feet	LOT	50	$50.00	$2,500.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	$60.00	$1,200.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	$70.00	$700.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	$90.00	$13,500.00
TOTAL (LINES 1-6)				$ 29,500.00	

Twenty Nine Thousand Five Hundred and Zerro Cents.

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	$45	$1,260
2	Best Field	1304 Lewis St.	3.8	28	$100	$2,800
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	$40	$1,120
4	Bloomfield Park	1302 W. Michigan	2.2	28	$70	$1,960
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	$175	$4,900
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	$152	$4,256
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	$105	$2,940
8	Exchange Park	300 E. Mansion St.	3.5	28	$130	$3,640
9	Friendship Park	1039 Chittock St	0.2	28	$40	$1,120
10	Ganson St. Park	638 W. Ganson St.	0.4	28	$40	$1,120
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	$65	$1,820

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	$40	$1,120
13	Grover Leake Park	152 E. Prospect St	0.5	28	$40	$1,120
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	$45	$2,520
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	$300	$10,500
16	Kiwanis Park	1521 Blakely	1.3	28	$45	$1,260
17	Lions Park	1025 N. Blackstone	9.7	28	$300	$8,400
18	Loomis Park	210 Gilbert St	14.1	35	$325	$11,375
19	New Leaf Park	1930 Fourth Street	0.4	28	$40	$1,120
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	$40	$1,120
21	Optimist Park	933 N. West Ave	2.5	28	$70	$1,960
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	$40	$1,120
23	Rotary Park	1413 Deyo St.	1.7	28	$45	$1,260

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	$40	$1,120
25	William Nixon Park	400 E. North St.	12	28	$320	$8,960
26	Withington Park	410 W. Michigan Ave.	2.0	56	$70	$3,920
	Total Park Mowing Item numbers 1-26				$83,811.00	
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	$475	$13,300
28	3 Vacant Lots near Lions Park	1025 N. Blackstone	3	28	$75	$2,100
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.	3	28	$110	$3,080
30	Ball Field at MLK Center	1107 Adrian St.	1	28	$50	$1,400
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper	.10	28	$30	$840
32	Fire Station	Prospect and Milwaukee	.10	28	$30	$840
33	Fire Station	Pleasant and Pringle	.10	28	$30	$840

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park	1	20	$50	$1,000
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$75 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$60 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$75 PRICE PER MOW
	Total Additional Services Item numbers 27-34				$23,400	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	$70	$140
36	Best Field	1304 Lewis St.	3.8	2	$300	$600
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	$50	$100
38	Bloomfield Park	1302 W. Michigan	2.2	2	$120	$240
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	$50	$100
40	Friendship Park	1039 Chittock St	0.1	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	$50	$100
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	$70	$140
43	Grover Leake Park	152 E. Prospect St	1.5	2	$90	$180
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	$50	$100
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$470	$1,410
46	Kiwanis Park	1521 Blakely	1.1	2	$70	$140
47	Lions Park	1025 N. Blackstone	4	2	$290	$580
48	Loomis Park	210 Gilbert St	13.4	2	$1,000	$2,000
49	New Leaf Park	1930 Fourth Street	0.4	2	$70	$140
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	$50	$100
51	Optimist Park	933 N. West Ave	5	2	$390	$780
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	$100	$200
54	Under the Oaks	418 Second St.	0.1	2	$50	$100
55	William Nixon Park	400 E. North St.	6.8	2	$475	$950
56	Withington Park	410 W. Michigan Ave.	1	2	$70	$140
56a	Extra Fertilization at Lions Park		2		$70	$140
56b	Extra Fertilization at Nixon Park		2		$70	$140
56c	Extra Fertilization at Best Field		1		$35	$35
56d	Extra Fertilization at Howard Wood complex		2		$70	$140
	Total Park Fertilization Items 35-56d				$8,895.00	
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	$42	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	$42	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$42	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	$42	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	$42	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	$42	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	$42	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	$42	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	$42	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	$42	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	$42	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	$42	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	$42	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		$70	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		$70	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		$70	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		$70	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		$70	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				$55	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				$55	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				$40	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					$83,811.00
	Total Additional Services Item numbers 27-34					$23,400.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					$8,895.00
	Total Park Fertilization Items 57-78					N/A - All Hourly
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					$116,106.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,190	$41,650
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$2,120	$74,200

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				$115,850.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	0	0
	Total Cemetery Fertilization 3-4				0	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0	$42	**RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	**RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3	$42	**RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	$42	RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	$42	RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				$42	**RATE PER MAN HOUR**
23	Woodland Cemetery				$42	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				$40	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				$40	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					$115,850.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				0	
	Total Extras 5-17				N/A - Hourly Rate.	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				$115,850.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	$70	$5,600
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	$40	$3,200
3	Parking Lot	3		40	$40	$1,600
4	Parking Lot	5		40	$40	$1,600
5	Parking Lot	6		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	$40	$1,600
7	Parking Lot	8		40	$40	$1,600
8	Parking Lot	9		40	$40	$1,600
9	Parking Lot	9a		40	$40	$1,600
10	Parking Lot	14		40	$40	$1,600
11	Parking Lot	19		40	$40	$1,600
12	Parking Lot	20		40	$40	$1,600
13	Parking Lot	21		40	$40	$1,600
14	Parking Lot Art Sculpture	18		40	$40	$1,600
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	$40	$1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	$40	$1,600
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	$40	$1,600
	Total Downtown Mowing 1- 17A					$34,400.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	$75	$225
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	$4,000	$12,000
	Total Fertilization 18-19					$12,225.00
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		$42 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		$42 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		$42 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		$42 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		$42 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		$70 RATE PER MAN HOUR
26	Parking Lots	Listed above		$70 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		$70 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		$70 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		$70 RATE PER MAN HOUR
30	Emma Nichols Garden			$70 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					$70 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				$70 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				$70 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				$70 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				$70 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				$70 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				$70 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				$40	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

DOWNTOWN MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				$34,400.00	
	Total Fertilization 18-19				$12,225.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				$46,625.00	

Bidders Name:	Timothy Bowman
Address:	3851 W. Michigan Ave
City, State, Zip:	Jackson, MI 49202
Telephone:	(517) 940-4658
Fax:	(269) 206-5338
Email Address:	tbowman@tpmgroupinc.com
Federal ID Number:	26-4814035
Bid Signed By:	Timothy Bowman Print or Type

Title:	Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Timothy Bowman Its Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Total Property Management Group LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Total Property Management Group LLC understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: T J B
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Timothy Bowman

ADDRESS: 3851 W. Michigan Ave

Jackson, MI 49202

SIGNED BY: Timothy Bowman

TITLE: Owner

DATE: 2/20/24

DocuSign Envelope ID: 652F7C6F-01BD-4350-805F-5B25E925E845

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

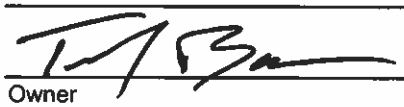
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(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Tim Bowman

ADDRESS: 3851 W. Michigan Ave
Jackson, MI 49202

SIGNED BY: 

TITLE: Owner

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: 
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

DocuSign Envelope ID: 652F7C6F-01BD-4350-805F-5B25E925E845

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

Tim Bowman
By: _____
(Bidder's Name)

By: _____
(Signature)

Owner
By: _____
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Allegan)

Tim Bowman, being first duly sworn, deposed and says that:

1. He is Tim Bowman of, Total Property Management Group the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Total Property Management Group
(Company)

By: Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 27 day of February, 20 24.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Notary Public, Kalamazoo County,
My commission expires: 9-10-2026

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

TruGreen will complete Fertilization.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Timothy Bowman an authorized representative of Total Property Management Group am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/20/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Timothy Bowman	Total Property Management Group LLC
Telephone (517) 940-4658	Email Address tbowman@tpmgroupinc.com

Contract or matter pending with the City:

2024 Mowing Contracts.

I, Timothy Bowman, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☐ None of the above apply.

Dated: 2-27-2024

Signature

STATE OF MICHIGAN)
Allegan) SS
COUNTY OF ~~JACKSON~~)

The foregoing instrument was acknowledged before me this 27 day of February, 2024.
By Tim Bowman.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Timothy Bowman, Owner of Total Property Management Group LLC

Name and Title of Authorized Representative

Name of Participant Agency or Firm

Signature of Authorized Representative — Date: 2/20/24

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

Please see attached for equipment and vehicle information.

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Total Property Management Group LLC
2. Established: Year 2009 Number of Employees 130
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

N/A - have always had the same name and ownership.

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Consumers Energy
CONTACT PERSON:	Cole
TELEPHONE:	734-231-8903
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining over 700 statewide sites to ensure employees, wildlife, ar neighbors are safe and equipment can be maintained throughout the

REFERENCE NO. 2	
NAME:	Ascension Health
CONTACT PERSON:	Dan
TELEPHONE:	(269) 806-6723
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining all Borgess Hospital locations to ensure the safety of patients an when accessing these sites.

REFERENCE NO. 3	
NAME:	Walmart Kalamazoo, Gull Road.
CONTACT PERSON:	Monty, Store Manager.
TELEPHONE:	269-373-1317
EMAIL ADDRESS:	
WORK PERFORMED:	Maintain sidewalks and parking lots to ensure safety standards are met.

REFERENCE NO. 4	
NAME:	Fibers of Kalamazoo
CONTACT PERSON:	Bill
TELEPHONE:	269-344-3122
EMAIL ADDRESS:	
WORK PERFORMED:	

Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

EQUIPMENT LIST

Lawn Care Equipment

45- Toro 60" grandstand mowers
8- Toro 60" zero turn mowers
3- Toro 96" zero turn mower
50- Echo backpack blowers
40- Echo edgers and string trimmers

Snow Equipment Owned

2- 2022 Ford F-550 W/Plows and salt spreaders
4- 2021 Ford F-550 W/Plows and salt spreaders
6- 2022 Dodge 2500 W/Plows
2- 2021 Chevy 2500 W/Plows
4- 2021 Dodge 2500 W/Plows
9- 2020 Dodge 2500 W/Plows
2- 2020 Chevy 2500 W/Plows
3- 2020 Ford F-550 W/Plows and salt spreaders
3- 2020 Chevy 2500 W/Plows
7- 2019 Chevy 2500 W/Plows
5- 2019 Dodge 2500 W/Plows
3- 2019 Ford 550 W/Plows and salt spreaders
2- 2015 GMC 2500 W/Plow-
2015 Chevy 3500 W/Plow and salt spreader
20- 2021 Case 521 Loaders W/16' Blades
13- 2021 Case 321 Loaders W/14' Blades
2- 2021 Case 340 Skid steers W/10' Blades
4- 2021 Case 280 Skid steers W/10' Blades
11- Snowrators sidewalk machines
5- 1025r John Deere sidewalk machines
1-2025r John Deere sidewalk machine

Leased Snow Equipment ***(more equipment available if needed)***

2014 Volvo Loader W/16' Blade

2008 Komatsu Loader W/ 16' Blade

2010 John Deere Loader W/ 16' Blade

2017 John Deere Backhoe W/12' Blade

2017 CAT Skid Steer W/9' Blade

Other Equipment

2019 Nitehawk Parking Lot Sweeper

2014 Nitehawk Parking Lot Sweeper



Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

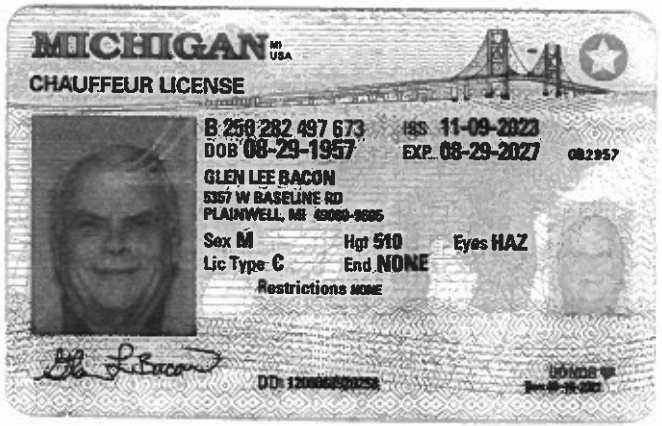
Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

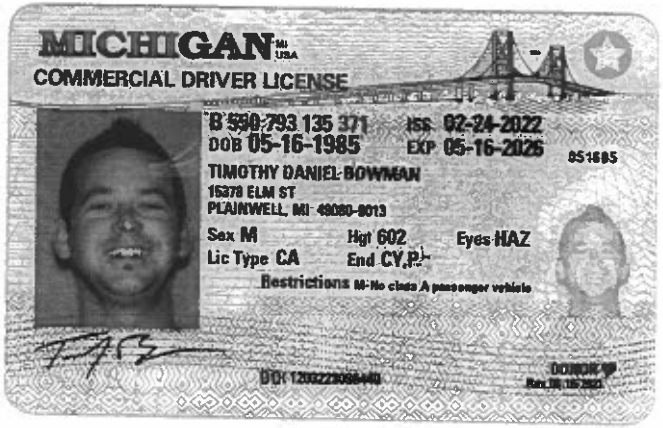
REFERENCES

Consumers Energy- (Cole)	**734.231.8903**
Ascension Health- (Dan)	**269.806.6723**
Walmart Gull Road Kalamazoo - (Store Manager Monty)	**269.373.1314**
Fibers of Kalamazoo- (Bill)	**269.344.3122**
Eenhoorn Management- (Toysa)	**616.530.0250**
Perrigo Company- (Jen)	**269.686.1867**

Current National Customers

Consumers Energy *(Statewide over 700 sites managed)*
Ascension Health *(All Borgess Hospital sites)*
Walmart
Menards
Home Depot
CBRE
Abbott Industries
Walgreens
Tru Green
Fazolis
Family Fare *(Spartan Nash)*
Department of Transportation *(MDOT Rest Areas)*


MICHIGAN MI USA
CHAUFFEUR LICENSE
B 250 282 497 673
DOB 08-29-1957
ISS 11-09-2023
EXP 08-29-2027
082957
GLEN LEE BACON
5357 W BASELINE RD
PLAINWELL, MI 49080-9695
Sex M
Hgt 510
Eyes HAZ
Lic Type C
End NONE
Restrictions NONE
DD: 120082250258


MICHIGAN MI USA
COMMERCIAL DRIVER LICENSE
B 590 793 135 371
DOB 05-16-1985
ISS 02-24-2022
EXP 05-16-2026
051685
TIMOTHY DANIEL BOWMAN
15378 ELM ST
PLAINWELL, MI 49080-8013
Sex M
Hgt 602
Eyes HAZ
Lic Type CA
End CY,P,
Restrictions M-No class A passenger vehicle
DD: 120223058440

TOTAPRO-02 CSTANGL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/27/2024

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 The Nulty Agency, Inc. 5579 Stadium Drive Kalamazoo, MI 49009	CONTACT NAME: certs@nulty.com PHONE (A/C, No, Ext): (269) 372-9200 FAX (A/C, No): (269) 372-9290 E-MAIL ADDRESS: certs@nulty.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Grange Insurance Company — 11136
INSURED Total Property Management Group, LLC PO Box 185 633 11th Street Plainwell, MI 49080	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **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	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			CPP2841873	8/29/2023	8/29/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			CA 2841874	8/29/2023	8/29/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CUP2841877	8/29/2023	8/29/2024	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCP2841876	8/29/2023	8/29/2024	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000
A	Hired Auto			CA 2841874	8/29/2023	8/29/2024	Physical Damage	115,000

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

CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

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

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The ACORD name and logo are registered marks of ACORD

NULTY
INSURANCE

August 18, 2023

Total Property Management Group, LLC
PO Box 185
633 11th Street
Plainwell, MI 49080

Re: Experience Modification Rating (EMR)

As the agent for Total Property Management Group, LLC, this information is being provided relative to their Workers Compensation policy. The Experience Modification Rating for the 2023 term with Grange Insurance Company is 1.00. This mod will expire on 8/29/2024. Below is a list of previous years:

2022-2023	1.00
2021-2022	1.43
2020-2021	1.00

Should you have any questions regarding this, please contact me.

Sincerely,

Sue Davidson
Account Executive

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: in verification process _____ if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____

2. partnership, consisting of _____
   and _____
   under the firm name of _____

3. corporation by the name of Capital Market Ventures LLC DBA Capital Landscapes
   organized and existing under the laws of the State of Michigan
   with offices at 217 Wyoming St. Suite B Oak Park, MI 48237

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 82-2320632

(Corporate Seal, if applicable)

Name of Bidder: Capital Landscapes

Signed By: Michael Klein

Its: Michael Klein

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	57.50	7935.00
2	5,001 – 10,000 Square Feet	LOT	148	57.50	8510.00
3	10,001 – 20,000 Square Feet	LOT	17	72.00	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	112.50 per acre	112.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)					18611.50 $

TOTAL BID WRITTEN OUT: Eighteen Thousand Six Hundred Eleven & 50/100

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	57.50	6497.50
2	5,001 – 10,000 Square Feet	LOT	166	57.50	9545.00
3	10,001 – 20,000 Square Feet	LOT	17	72	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90.00	450.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	112.50 per acre	225.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)				18591.50 $	

TOTAL BID WRITTEN OUT: Eighteen Tousand Five Hundred Ninety One & 50/100

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	57.50	862.50
2	5,001 – 10,000 Square Feet	LOT	6	57.50	345.00
3	10,001 – 20,000 Square Feet	LOT	13	72.00	936.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	112.50 per acre	787.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	130.00 per hour	520.00
TOTAL (LINES 1-6)				3991.00 $	

Three Thousand Nine Hundred Ninety One & 00/100

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	57.50	6900.00
2	5,001-10,000 Square Feet	LOT	200	57.50	11500.00
3	10,0001-20,000 Square Feet	LOT	50	72.00	3600.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	90.00	1800.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	112.50 per acre	1125.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	130.00 per hour	19500.00
TOTAL (LINES 1-6)				$	44425.00

Forty Four Thousand Four Hundred Twenty Five & 00/100

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	55.00	1540.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	25.00	700.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3080.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	250.00	7000.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	200.00	5600.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	135.00	3780.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	25.00	700.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	25.00	700.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	100.00	2800.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	25.00	700.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	25.00	700.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	60.00	3360.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	500.00	17500.00
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1820.00
17	Lions Park	1025 N. Blackstone	9.7	28	485.00	13580.00
18	Loomis Park	210 Gilbert St	14.1	35	705.00	24675.00
19	New Leaf Park	1930 Fourth Street	0.4	28	25.00	700.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	35.00	980.00
21	Optimist Park	933 N. West Ave	2.5	28	125.00	3500.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	25.00	700.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.00
25	William Nixon Park	400 E. North St.	12	28	600.00	16800.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	100.00	5600.00
	Total Park Mowing Item numbers 1-26					
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	500.00	14,000.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	65.00	1820.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	100.00	2800.00
30	Ball Field at MLK Center	1107 Adrian St.		28	330.00	9240.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	50.00	1400.00
32	Fire Station	Prospect and Milwaukee		28	50.00	1400.00
33	Fire Station	Pleasant and Pringle		28	50.00	1400.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	50.00	1000.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					485.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					190.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					500.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34				34235.00	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	165.00	330.00
36	Best Field	1304 Lewis St.	3.8	2	570.00	1140.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60.00	120.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	330.00	660.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	75.00	150.00
40	Friendship Park	1039 Chittock St	0.1	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	40.00	80.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	150.00	300.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	225.00	450.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	40.00	80.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	325.00	975.00
46	Kiwanis Park	1521 Blakely	1.1	2	165.00	330.00
47	Lions Park	1025 N. Blackstone	4	2	600.00	1200.00
48	Loomis Park	210 Gilbert St	13.4	2	2010.00	4020.00
49	New Leaf Park	1930 Fourth Street	0.4	2	40.00	80.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40.00	80.00
51	Optimist Park	933 N. West Ave	5	2	750.00	1500.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	240.00	480.00
54	Under the Oaks	418 Second St.	0.1	2	40.00	80.00
55	William Nixon Park	400 E. North St.	6.8	2	340.00	680.00
56	Withington Park	410 W. Michigan Ave.	1	2	25.00	50.00
56a	Extra Fertilization at Lions Park		2		600.00	600.00
56b	Extra Fertilization at Nixon Park		2		340.00	340.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		325.00	325.00
	Total Park Fertilization Items 35-56d				15780.00	

EXTRAS

Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR

57	Beech Tree Park	400 Blackstone	1.1	2	55.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	55.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	55.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	55.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	55.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	55.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	55.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	55.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	55.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	55.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	55.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	55.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	55.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	55.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	55.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	55.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	55.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	55.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	55.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	55.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	55.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	55.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		65.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		65.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		65.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		65.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				65.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					129815.00
	Total Additional Services Item numbers 27-34					33060.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					12945.00
	Total Park Fertilization Items 57-78					1210.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					171888.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	927.50	32,462.50
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1851.50	64,802.50

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				97265.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	8385.00	16770.00
	Total Cemetery Fertilization 3-4				16770.00	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		55.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		55.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		55.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		55.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		55.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		55.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		55.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		55.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		55.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		55.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		55.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	750.00	55.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	750.00	55.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				55	RATE PER MAN HOUR
23	Woodland Cemetery				55	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				65	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				65	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2					97,265.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				16770.00	
	Total Extras 5-17				N/A	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				97265.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	60.00	4800.00
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	25.00	2000.00
3	Parking Lot	3		40	50.00	2000.00
4	Parking Lot	5		40	50.00	2000.00
5	Parking Lot	6		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2000.00
7	Parking Lot	8		40	50.00	2000.00
8	Parking Lot	9		40	50.00	2000.00
9	Parking Lot	9a		40	50.00	2000.00
10	Parking Lot	14		40	50.00	2000.00
11	Parking Lot	19		40	50.00	2000.00
12	Parking Lot	20		40	50.00	2000.00
13	Parking Lot	21		40	50.00	2000.00
14	Parking Lot Art Sculpture	18		40	50.00	2000.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	50.00	2000.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	100.00	4000.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	50	2000.00
	Total Downtown Mowing 1- 17A				40800.00	
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	180.00	540.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	7935.00	23805.00
	Total Fertilization 18-19				24345.00	
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	55.00 PRICE PER MAN HOUR
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	[redacted]	55.00 PRICE PER MAN HOUR
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	[redacted]	55.00 PRICE PER MAN HOUR
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		55.00 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		55.00 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park			65.00 RATE PER MAN HOUR
26	Parking Lots	Listed above			65.00 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200			65.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave			65.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave			65.00 RATE PER MAN HOUR
30	Emma Nichols Garden				65.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					65.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				65.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				75.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				75.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				75.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				75.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				75.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				65.00	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				40800.00	
	Total Fertilization 18-19				24345.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				65145.00	

Bidders Name:	Capital Landscapes
Address:	21700 Wyoming St. Suite B
City, State, Zip:	Oak Park, MI 48237
Telephone:	248-509-9109
Fax:	N/A
Email Address:	sales@Caplandscapes.com
Federal ID Number:	82-2320632
Bid Signed By:	Leanne Millitello (Print or Type)

Title:	Admin Assistant

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its Leanne Millitello

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Capital Landscapes certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Capital Landscapes understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: [signature]
(Signature)

By: Admin Assist.
(Title)

21700 Wyoming St. Suite B
Address

Oak Park
City

MI 48237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Capital Landscapes

ADDRESS: 21700 Wyoming St. Suite B
Oak Park, MI 48237

SIGNED BY:

TITLE: Admin Assist.

DATE: 2/28/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: _____
(Signature)

By: Admin. Assit.
(Title)

21700 Wyoming St. Suite B
Address

Oak Pavers
City

MI 48237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Oakland)

Michael Klein, being first duly sworn, deposed and says that:

1. He is CEO of, Capital landscapes the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/28/24 By: Capital landscapes
(Company)

By: CEO
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 2024.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Notary Public, Oakland County,
My commission expires: July 15, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

no subcontractors will be used.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Leanne Millitello an authorized representative of Capital Landscapes am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/28/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name Leanne Millitello	Company Capital Landscapes
Telephone 248-509-9109	Email Address Leanne M1@caplandscapes

Contract or matter pending with the City:

_____

_____

I, Leanne Millitello, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

_____
Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024,
By Michael Klein.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Leanne Millitello Admin. Assist

Name and Title of Authorized Representative

Capital Landscapes

Name of Participant Agency or Firm

Signature of Authorized Representative

2/28/24

Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

17 vehicles ranging from F150's to F650's (pickup, flatbed, dump)

21 trailers ranging from 5'x10' to 7'6"x22' (enclosed utility, flatbed, dump)

28 Echo String trimmers

11 Echo Edgers

32 Echo Backpack Blowers

Tablet devices

Jobber - software system

14 - 32" mowers - exmark

7 - 48" mowers - scag/exmark

8 - 61" mowers - scag

12 - 72" mowers - exmark

6 - 20" Push mowers

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

1 - 12' Toro mower tractor

All necessary safety equipmeng

1 - bobcat 60" brush cut

1 - Skidsteer attachment 52" brush cutter and machine

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Capital Landscapes
2. Established: Year 2016 Number of Employees 34
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Southfield Chore Program
CONTACT PERSON:	Denise Glinz
TELEPHONE:	248-796-4178
EMAIL ADDRESS:	dglinz@cityofsouthfield.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 2	
NAME:	Congregation Shaarey Zedek
CONTACT PERSON:	Ron Duncan
TELEPHONE:	248-357-5548
EMAIL ADDRESS:	rduncan@shaarayzedek.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 3	
NAME:	Stella's Marketplace LLC
CONTACT PERSON:	Brian Tomina
TELEPHONE:	248-755-7180
EMAIL ADDRESS:	btomina@gmail.com
WORK PERFORMED:	Maintenance & Landscape Services

REFERENCE NO. 4	
NAME:	Carnegie Park
CONTACT PERSON:	Blake Little
TELEPHONE:	815-990-6300
EMAIL ADDRESS:	blittle@rockwellproperty.com
WORK PERFORMED:	Landscaping and Hardscaping

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Capital Landscapes
ADDRESS:	21700 wyoming st suite B
CITY, STATE, ZIP:	Oak Park MI 48237
TELEPHONE:	248 509 9109
OFFICERS:	
President: Michael Klein	Email Address: michaelK@caplandscapes.com
Vice President: "	Email Address: "
Secretary: "	Email Address: "
Treasurer: "	Email Address: "

CRITERIA 2:	
How many years has your organization been in business under your present firm name?	8
PARENT COMPANY NAME:	Capital Market Ventures LLC
STREET ADDRESS:	21700 wyoming st Suite B
CITY, STATE, ZIP CODE:	Oak Park MI 48237
UNDER CURRENT MANAGEMENT SINCE (DATE):	2016 (since open)

CRITERIA 3:

State and local licenses and license numbers held by your organization:

~~n/a~~

3A
3B
6
7A
7F
5

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

n/a

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. n/a

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. n/a

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

[X] NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name: Doeren Mayhew	Insurance group
Type of Coverage:	GL, Auto, Umbrella, WC, Equipment
Telephone:	248 290 0650

Are you self-insured for Worker's Compensation Insurance? Yes [ ] No [X]

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

n/a

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

n/a

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

michael - owner - 14 years of landscape experience
branden - manager - 21 years of landscape experience
Leanne - admin - 14 years of landscape experience
our staff generally have 5 - 20 years of experience

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

attached

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☒ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

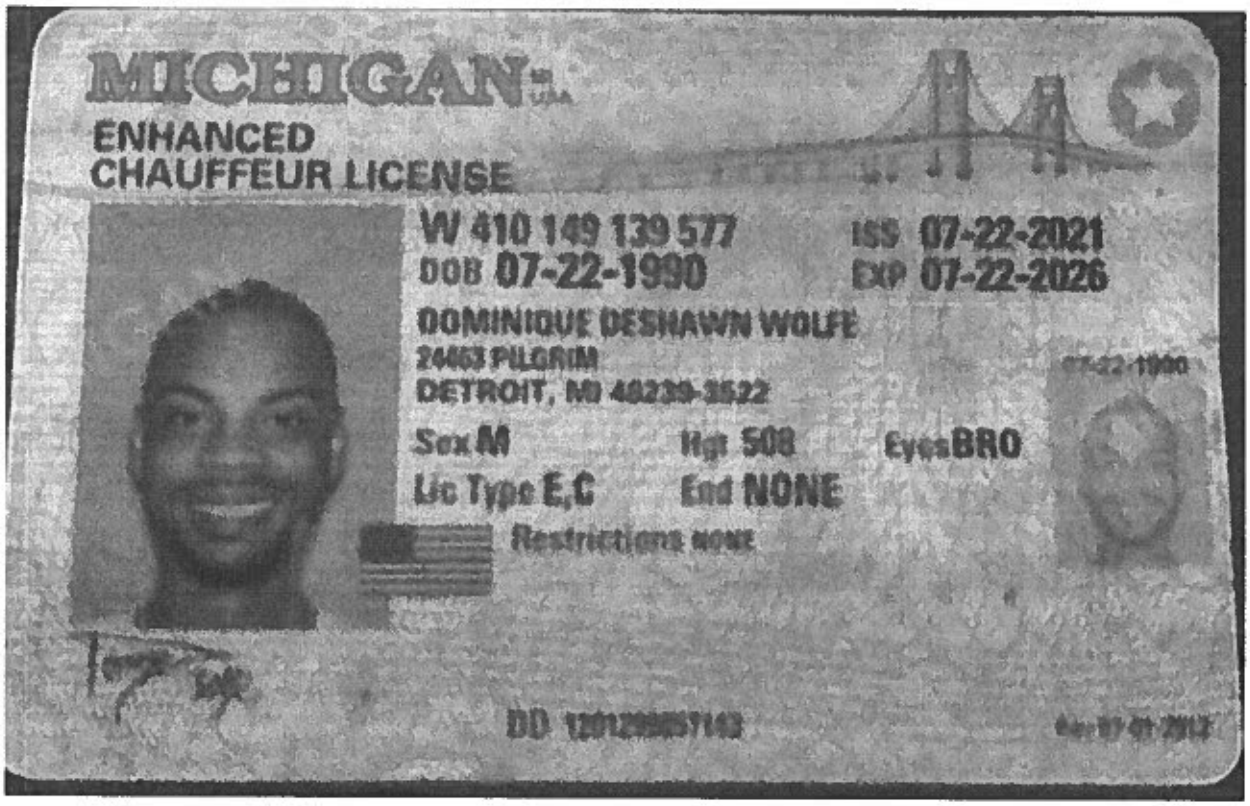
CRITERIA 29:

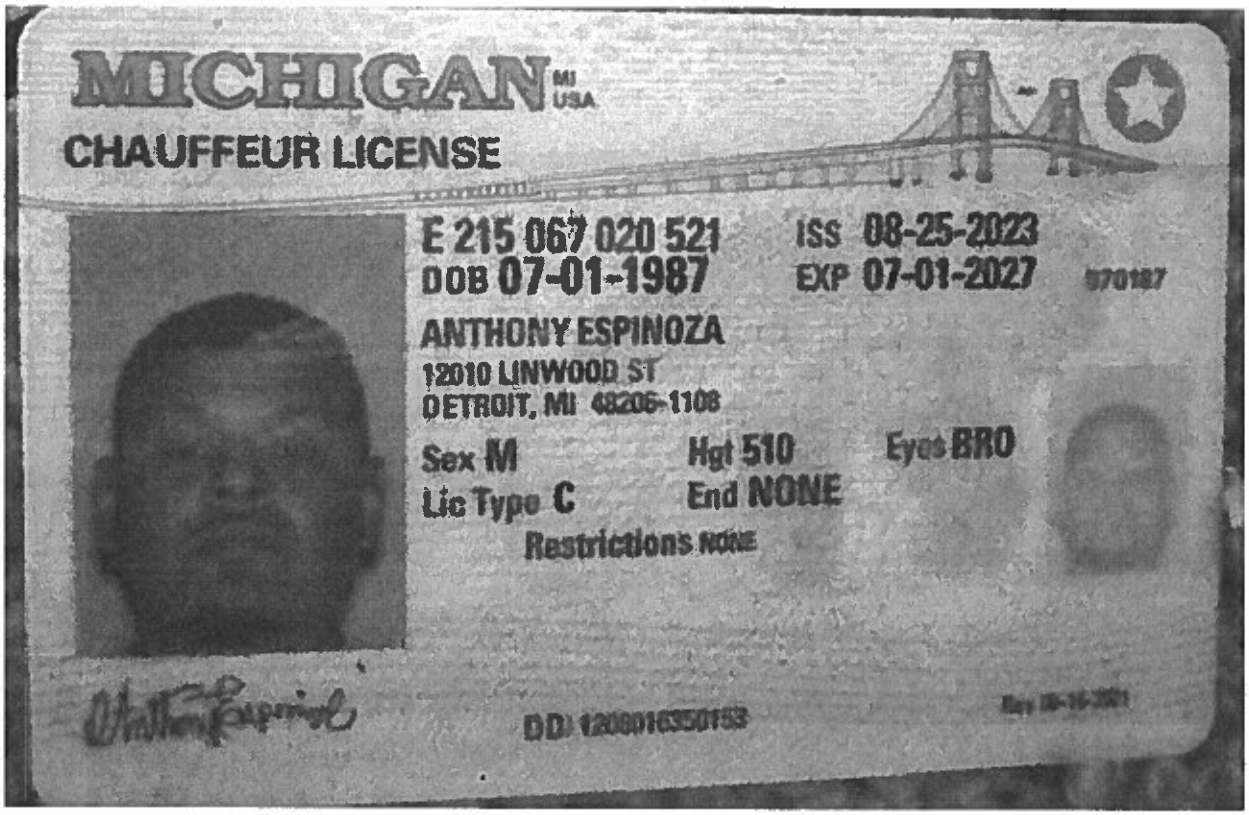
Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Print Firm Name/Principal

Signature/Principal

Date


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
W 410 149 139 577
ISS 07-22-2021
DOB 07-22-1990
EXP 07-22-2026
DOMINIQUE DESHAWN WOLFE
24463 PILGRIM
DETROIT, MI 48239-3522
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
DD


MICHIGAN MI USA
CHAUFFEUR LICENSE
E 215 067 020 521
DOB 07-01-1987
ISS 08-25-2023
EXP 07-01-2027
ANTHONY ESPINOZA
12010 LINWOOD ST
DETROIT, MI 48206-1108
Sex M
Hgt 510
Eyes BRO
Lic Type C
End NONE
Restrictions NONE
DD 120801635015

As part of our commitment to fair labor practices and compliance with employment laws, we affirm that workers engaged by our company will not be misclassified as independent contractors. We adhere to all relevant regulations and guidelines governing employment classification, ensuring that workers receive the appropriate legal protections, benefits, and entitlements commensurate with their employment status. Our company values transparency, fairness, and accountability in all aspects of our operations, including the classification of workers, and we remain dedicated to upholding these principles at all times.

Capital Landscapes

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/14/2024

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	CONTACT NAME: Susan Habba	
Doeren Mayhew Insurance Group 305 West Big Beaver Rd. Suite 102 Troy MI 48084	PHONE (A/C, No, Ext): (248) 290-0650	FAX (A/C, No): (248) 290-0654
	E-MAIL ADDRESS: shabba@doereninsurance.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Auto-Owners	18988
INSURER B: The Hartford	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Capital Market Ventures LLC
DBA: Capital Landscapes
21700 Wyoming St Suite B
Oak Park MI 48237

COVERAGES **CERTIFICATE NUMBER:** CL2311811639 **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	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			04177339	11/17/2023	11/17/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			04177339	11/17/2023	11/17/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION $ 10,000			54-177339-01	11/17/2023	11/17/2024	EACH OCCURRENCE AGGREGATE $	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		35WECAV7DML	01/10/2024	01/10/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Contractors Equipment Hired Auto Physical Damage			04177339	11/17/2023	11/17/2024	Contractors Equipment Rented/Leased Hired Physical Damage	 $110,000 $200,000

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

CERTIFICATE HOLDER

The Heights of Southfield Princeton Management
26600 Telegraph Rd, Ste 200
Southfield MI 48033

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

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Quality Assurance Program for Capital Landscapes:

Establish Clear Quality Standards: Capital Landscapes will define and maintain specific quality standards for each aspect of its landscaping services, including lawn maintenance, landscape design, hardscaping, and snow removal.

Document Procedures and Processes: We will document detailed procedures and processes for all key tasks and activities involved in delivering landscaping services. This documentation will include step-by-step instructions, checklists, and guidelines for employees to follow.

Training and Education: Capital Landscapes will provide comprehensive training and education to all employees to ensure they understand and adhere to the established quality standards. Training programs will cover topics such as landscaping techniques, safety protocols, and customer service.

Regular Inspections and Audits: We will conduct regular inspections and audits of completed landscaping projects to assess compliance with quality standards. Qualified personnel will perform these inspections independently of the project teams.

Corrective and Preventive Actions: Capital Landscapes will implement a robust system for addressing any non-conformities identified during inspections or audits. This system will include procedures for taking corrective action to resolve immediate issues and preventive action to prevent recurrence.

Customer Feedback and Satisfaction Surveys: We will actively seek feedback from customers on their satisfaction with our landscaping services. Customer feedback will be collected through surveys, reviews, and direct communication channels, and used to identify areas for improvement.

Continuous Improvement: Capital Landscapes is committed to a culture of continuous improvement. We will encourage employees to contribute ideas for enhancing quality, efficiency, and customer satisfaction. Regular reviews and updates of our quality standards and processes will be conducted to incorporate best practices and industry trends.

Supplier Quality Management: We will ensure that our suppliers and vendors meet our quality standards by implementing a supplier quality management program. This program will include processes for evaluating and selecting suppliers, monitoring supplier performance, and addressing any quality issues that arise.

Quality Metrics and Key Performance Indicators (KPIs): Capital Landscapes will establish quality metrics and KPIs to measure the performance of our Quality Assurance Program. These metrics

may include client satisfaction ratings, project completion rates, and adherence to project timelines and budgets.

Management Review: Our management team will conduct regular reviews of the Quality Assurance Program to evaluate its effectiveness and identify opportunities for improvement. Management will be actively involved in setting quality objectives, reviewing performance against those objectives, and making strategic decisions to enhance quality and customer satisfaction.

By implementing this comprehensive Quality Assurance Program, Capital Landscapes will ensure that we consistently deliver high-quality landscaping services that meet or exceed customer expectations.

1. Denise Glinz
   City of Southfield Chore Program
   26000 Evergreen Rd. Southfield, MI 48076
   248-796-4178
   dglinz@cityofsouthfield.com

2. Ron Duncan
   Congregation Shaarey Zedek
   27375 Bell Rd. Southfield MI 48034
   248-357-5548
   rduncan@shaareyzedek.com

3. Brina Tomina
   Stellas Marketplace, LLC
   2485 Coolidge Ave. Berkeley MI 48072
   248-755-7180
   btomina@gmail.com

4. Blake Little
   Carnegie Park
   26601 West Carnegie Park Dr.
   Southfield, MI 48034
   815-990-6300
   blittle@rockwellproperty.com

95K

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: R2UJQR57V4Y3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/22/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of Jeffrey Eccleton
   and Jemi Eccleton
   under the firm name of Picture Perfect Lawn Care, LLC
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 90-085-7676

(Corporate Seal, if applicable)

Name of Bidder: Picture Perfect Lawn Care, LLC

Signed By: Jeffrey Eccleton

Its: Co-owner

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
one (1)	2/20/24
Two (2)	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

2/20/24
Jeff Eaton

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 27, 2024

ADDENDUM NO. 2

2024 MOWING PACKAGES

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. The Responsible Contractor Paperwork **IS NOT REQUIRED** for this contract. After checking with the City Attorney, it will not be a requirement and you do not have to submit it with your bid. This refers to the Responsible Contractor Paperwork on pages P 43 of 51 through Page 51 of 51.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	50.00	6,900.-
2	5,001 – 10,000 Square Feet	LOT	148	60.00	8,880.-
3	10,001 – 20,000 Square Feet	LOT	17	70.00	1,190.-
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.-
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	95.00	95.-
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125.00	625.-
TOTAL (LINES 1-6)				$	17,870.-

TOTAL BID WRITTEN OUT: Seventeen Thousand, Eight hundred, Seventy Dollars

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	50 00	5,650 -
2	5,001 – 10,000 Square Feet	LOT	166	60 00	9,960 -
3	10,001 – 20,000 Square Feet	LOT	17	70 00	1,190 -
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90 00	450 -
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	95 00	190 -
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125 00	625 -
TOTAL (LINES 1-6)				$	18,065 00

OK

TOTAL BID WRITTEN OUT: Eighteen Thousand, Sixty Five Dollars

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	50.00	750.00
2	5,001 – 10,000 Square Feet	LOT	6	60.00	360.00
3	10,001 – 20,000 Square Feet	LOT	13	70.00	910.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	95.00	665.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	125.00	500.00
TOTAL (LINES 1-6)				$	3725.00

TOTAL BID WRITTEN OUT: Three Thousand, Seven Hundred Twenty Five Dollars

OK

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		No
2	5,001-10,000 Square Feet	LOT	200		No
3	10,0001-20,000 Square Feet	LOT	50		No
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		No
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		No
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		NO
TOTAL (LINES 1-6)				$	No Bid

TOTAL BID WRITTEN OUT: No Bid

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	45.00	1,260 -
2	Best Field	1304 Lewis St.	3.8	28	167.00	4,676 -
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	50.00	1,400 -
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3,080 -
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	50.00	1,400 -
6	Ella Sharp Park	Elmdale Road/Trail Area ALPine LAKE to W S. JACKSON ST	4.0	28	480.00	13,440 -
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	90.00	2,520 -
8	Exchange Park	300 E. Mansion St.	3.5	28	119.00	3,332 -
9	Friendship Park	1039 Chittock St	0.2	28	30.00	840 -
10	Ganson St. Park	638 W. Ganson St.	0.4	28	45.00	1,260 -
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	55.00	1,540 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	42.00	1,176 -
13	Grover Leake Park	152 E. Prospect St	0.5	28	45.00	1,260 -
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	88.00	4,928 -
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	170.00	5,950 -
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1,820 -
17	Lions Park	1025 N. Blackstone	9.7	28	133.00	3,724 -
18	Loomis Park	210 Gilbert St	14.1	35	315.00	11,025 -
19	New Leaf Park	1930 Fourth Street	0.4	28	39.00	1,092 -
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	39.00	1,092 -
21	Optimist Park	933 N. West Ave	2.5	28	45.00	1,260 -
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	43.00	1,204 -
23	Rotary Park	1413 Deyo St.	1.7	28	80.00	2,240 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.-
25	William Nixon Park	400 E. North St.	12	28	214.00	5,992.-
26	Withington Park	410 W. Michigan Ave.	2.0	56	75.00	4,200.-
	Total Park Mowing Item numbers 1-26					82,411.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	540.00	15,120.-
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	70.00	1,960.-
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	110.00	3,080.-
30	Ball Field at MLK Center	1107 Adrian St.		28	55.00	1,540.-
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	30.00	840.-
32	Fire Station	Prospect and Milwaukee		28	35.00	980.-
33	Fire Station	Pleasant and Pringle		28	15.00	420.-

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	Included ~~0~~	~~0~~
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season				[redacted]	110⁻ PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					85⁻ PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					110⁻ PRICE PER MOW
	Total Additional Services Item numbers 27-34					23,940⁻
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	45⁰⁰	90⁻
36	Best Field	1304 Lewis St.	3.8	2	40⁰⁰	80⁻
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60⁰⁰	120⁻
38	Bloomfield Park	1302 W. Michigan	2.2	2	100⁰⁰	200⁻
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	45⁰⁰	90⁻
40	Friendship Park	1039 Chittock St	0.1	2	10⁰⁰	20⁻

Fertilization + Weed Control **PARKS AND TRAIL MOWING**

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	50 00	100 -
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	62 00	124 -
43	Grover Leake Park	152 E. Prospect St	1.5	2	45 00	90 -
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	39 00	78 -
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	140 00	280 -
46	Kiwanis Park	1521 Blakely	1.1	2	62 00	124 -
47	Lions Park	1025 N. Blackstone	4	2	140 00	280 -
48	Loomis Park	210 Gilbert St	13.4	2	140 00	280 -
49	New Leaf Park	1930 Fourth Street	0.4	2	40 00	80 -
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40 00	80 -
51	Optimist Park	933 N. West Ave	5	2	40 00	80 -
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40 00	80 -

PARKS AND TRAIL MOWING

(Fertilization & weed control)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	60 00	120 -
54	Under the Oaks	418 Second St.	0.1	2	30 00	60 -
55	William Nixon Park	400 E. North St.	6.8	2	281 00	562 -
56	Withington Park	410 W. Michigan Ave.	1	2	75 00	150 -
56a	Extra Fertilization at Lions Park 2 Ball fields		2		100 00	200 -
56b	Extra Fertilization at Nixon Park 2 Ballfields		2		100 00	200 -
56c	Extra Fertilization at Best Field 1 Ball fields		1		100 00	100 -
56d	Extra Fertilization at Howard Wood complex 2 Ball fields		2		100 00	200 -
	Total Park Fertilization Items 35-56d					$ 3868 - OK

EXTRAS

Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR

57	Beech Tree Park	400 Blackstone	1.1	2	45 02 OK	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

PARK Edging

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	45.02	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	45.02	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	45.02	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	45.02	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	45.02	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	45.02	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	45.02	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	45.02	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	45.02	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	45.02	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	45.02	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

PARK Edging

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	45.02	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	45.02	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	45.02	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	45.02	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	45.02	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	45.02	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	45.02	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	45.02	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	45.02	RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4	[redacted]	$ 75.00	RATE PER MAN HOUR

Park Irrigation

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		75.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		75.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		75.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		75.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring (This Item will Be Billed As: Product Cost Plus Rate Per Man Hour)				45.02	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					$82,411-
	Total Additional Services Item numbers 27-34					$23,940-
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					$ 3,868-
	Total ~~Park Fertilization~~ Items 57-78 PARK Edging- Billed per man hour					N/A
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items) Item Numbers 1-56					$110,219.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,800	$63,000-
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$3,600	$126,000-

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					$189,000 —
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	200.00	400.00
	Total Cemetery Fertilization 3-4					400.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		45.02 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		45.02 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		45.02 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		45.02 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		45.02 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		45.02 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		45.2 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		45.02 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		45.02 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		45.02 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		45.02 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		45.02 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		45.02 RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				45.02	RATE PER MAN HOUR
23	Woodland Cemetery				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				45.02	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2				$ 189,000-	

CEMETERY MOWING CONTRACT * SEE Special Attachment LAST PAGE

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					$ 400.00
	Total Extras 5-17		PER - Man Hour			N/A
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					$ 189,400-

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	88.00	7,040
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	45.00	3,600-
3	Parking Lot	3		40	5.00	200-
4	Parking Lot	5		40	5.00	200-
5	Parking Lot	6		40	56.00	2240-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2,000.-
7	Parking Lot	8		40	5.00	200.-
8	Parking Lot	9		40	5.00	200.-
9	Parking Lot	9a		40	5.00	200.-
10	Parking Lot	14		40	5.00	200.-
11	Parking Lot	19		40	5.00	200.-
12	Parking Lot	20		40	85.00	3,400.-
13	Parking Lot	21		40	5.00	200.-
14	Parking Lot Art Sculpture	18		40	43.00	1,720
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	10.00	200.-
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	30	1200.-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	85.00	3400.-
	Total Downtown Mowing 1- 17A					$ 28,000.-
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	100.00	300.-
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	35.00	105.-
	Total Fertilization 18-19					$ 405.-
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	45.02 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	[redacted]	45.02 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	[redacted]	45.02 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

(Landscaping)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		45.02 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		45.02 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		75.00 RATE PER MAN HOUR
26	Parking Lots	Listed above		75.00 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		75.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		75.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		75.00 RATE PER MAN HOUR
30	Emma Nichols Garden			75.00 RATE PER MAN HOUR

Irrigation

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall		[redacted]			75.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				75.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				45.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				45.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				45.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				45.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				45.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					45.00 RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					45.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					$28,000
	Total Fertilization 18-19					$405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					$28,405.00

Bidders Name:	Picture Perfect Lawn Care
Address:	11400 King Rd
City, State, Zip:	Concord, MI 49237
Telephone:	517-392-1044
Fax:	N/A
Email Address:	PicturePerfect.LawnCare@yahoo.com
Federal ID Number:	90-0857676
Bid Signed By:	Jeff Eccleton Jeff Eccleton (Print or Type)

Title:	Co-Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Jeff Eccleston Its Co-Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Picture Perfect Lawn Care certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Picture Perfect Lawn Care understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: [signature]
(Signature)

By: Co-Owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Picture Perfect Lawn Care

ADDRESS: 11400 King Rd
Concord, MI 49237

SIGNED BY: Jeff Eccleston

TITLE: Co-owner

DATE: 2/22/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: Jeff Gaultier
(Signature)

By: Co- owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF JACKSON)

_____, being first duly sworn, deposed and says that:

1. He is Jeffrey Eccleton of, Picture Perfect Lawn Care, LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/26/24

By: Picture Perfect Lawn Care, LLC
(Company)

By: Jeffrey Eccleton Co-Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 26 day of February, 2024.

Pam Russell

Notary Public, _____ County,
My commission expires: _____

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Jackson

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

NONE

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Jeff Eccleton an authorized representative of Picture Perfect Lawn Care am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/22/24 Jeff Eccleton
Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Jeff Eccleton	Picture Perfect Lawn Care
Telephone	**Email Address**
517-392-1044	Pictureperfect.Lawncare@yahoo.com

Contract or matter pending with the City:

_____

_____

I, Jeff Eccleton, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: N/A

Property interest: N/A

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

N/A

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: N/A

Property interest:

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: N/A

City Department:

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: N/A

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

N/A

Additional information regarding any of the above:

N/A

☒ None of the above apply.

Dated: 2.26.2024

Signature

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024
By

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Wayne

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Jeffrey Eccleton CO-owner
Name and Title of Authorized Representative

Picture Perfect Lawn Care, LLC
Name of Participant Agency or Firm

Jeffrey Eccleton 2/22/24
Signature of Authorized Representative Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

9- Pick up TRUCKS

7- TRailers (3) Enclosed (3) Flat bed (1) DUMP TRAILER

Mowers:

(1) 104" LARGE AREA MOWER
(2) 78' OUT FRONT DECK MOWERS
(11) ZERO TURN MOWERS 42" UP to 72"
(8) BACK PACK BLOWER
(9) COMMERCIAL LINE TRIMMERS
(4) MECHANICAL EDGERS
(many) HEDGE TRIMMERS, CHAIN SAWS, & HAND TOOLS REQUIRED to COMPLETE TASKS.
(4) FERTILIZER SPREADERS
(1) 100 gallon LIQUID SPRAY TANK
(2) 30 gallon TRACTOR SPRAY TANKS
(8) BACK PACK & CARRY SPRAY TANKS
(6) PUSH MOWERS 25"
(many) SAFETY EQUIPMENT to TRANSPORT & PERFORM WORK

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

NOT REQUIRED IN OUR INDUSTRY

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Picture Perfect Lawn Care, LLC
2. Established: Year 2012 Number of Employees 14
3. Type of organization: Individual ✓ Partnership ___ Corporation ___ Other LLC
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Jackson
CONTACT PERSON:	Kelli Hoover
TELEPHONE:	517-788-4040
EMAIL ADDRESS:	Khoover@cityofjackson.org
WORK PERFORMED:	2014 – 2023 City Mowing, Irrigation, Fertilizer Contract

REFERENCE NO. 2	
NAME:	Jackson Readiness Center
CONTACT PERSON:	Paul Drake
TELEPHONE:	517-990-1143
EMAIL ADDRESS:	Paul.j.Drake3.NFG@mail.mil
WORK PERFORMED:	Mowing National Guard Armory Cooper ST, Jackson 2017-2020 + 2023 to Present

REFERENCE NO. 3	
NAME:	Jax Naz Church
CONTACT PERSON:	Christina Bristow
TELEPHONE:	517-782-7084
EMAIL ADDRESS:	ChristinaBristow@Jaxnaz.com
WORK PERFORMED:	Mowing, Fert, Property Care

REFERENCE NO. 4	
NAME:	Pack + Ship 1405 N. West Ave.
CONTACT PERSON:	Mary Ann Magiera
TELEPHONE:	517-962-5313
EMAIL ADDRESS:	
WORK PERFORMED:	Property Care 2017 to Present

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/06/2023

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	CONTACT NAME: MICHAEL R STEIN, CIC
MICHAEL STEIN INSURANCE AGENCY 1400 ABBOT RD STE 410 EAST LANSING, MI 48823	PHONE (A/C, No, Ext): 517-333-2060 FAX (A/C, No): E-MAIL ADDRESS: mstein@fbinsmi.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A: Farm Bureau General Insurance Company of MI — 21547
INSURED PICTURE PERFECT LAWN CARE LLC 11400 KING RD CONCORD, MI 49237	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Hired Auto Liability [X] Non-owned Auto Liability GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	S 3088646	04/03/2023	04/03/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 50,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	NA	N	BAP 3088721	04/03/2023	04/03/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ see single limit $ see single limit $ see single limit $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WCC 3088645	03/20/2023	03/20/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

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

Certificate holder is an Additional Insured with form (1816) Additional Insured -- Owners, Lessees, or Contractors, in accordance with policy language.

CERTIFICATE HOLDER

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49501

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

Kay McNeilly

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ADDITIONAL INSURED - OWNERS, LESSEES, OR CONTRACTORS

This endorsement modifies insurance provided under the Business Liability section of this policy.

1. The "Persons Insured" provision is amended to include as an additional Insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for bodily injury, property damage, personal injury, or advertising injury caused, in whole or in part, by:

   (a) your acts or omissions; or

   (b) the acts or omissions of those acting on your behalf;

   in the performance of your work for that additional Insured(s).

   However:

   (a) the insurance afforded to such additional Insured only applies to the extent permitted by law; and

   (b) if coverage provided to the additional Insured is required by a contract or agreement, the insurance afforded to such additional Insured will not be broader than that which you are required by the contract or agreement to provide for such additional Insured.

2. With respect to the insurance afforded to these additional Insureds, the following additional exclusions apply:

   This insurance does not apply to bodily injury or property damage occurring after:

   (a) all work, including materials, parts, or equipment furnished in connection with such work, on the project (other than service, maintenance, or repairs) to be performed by or on behalf of the additional Insured(s) at the location of the covered operations has been completed; or

   (b) that portion of your work out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

3. With respect to the insurance afforded to these additional Insureds, the following is added to Bodily Injury and Property Damage Liability and to Premises Medical Payments:

   If coverage provided to the additional Insured is required by a contract or agreement, the most we will pay on behalf of the additional Insured is the amount of insurance:

   (a) required by the contract or agreement; or

   (b) available under the applicable limits of liability shown in the Declarations;

   whichever is less.

   This endorsement shall not increase the applicable limits of liability shown in the Declarations.

All other provisions of this policy apply.

Includes copyrighted material of Insurance Services Office, Inc., with its permission

Experience Rating

From: Allison Eccleton (allison.mroberts8@farmersagency.com)

To: pictureperfect.lawncare@yahoo.com

Date: Tuesday, February 27, 2024 at 12:39 PM EST

Hi Jemi,

Here is the response from the head of commercial underwriting in Michigan:

Picture Perfect Lawn Care LLC is a merit rated risk. This means they have not had any WC losses. The state shows it as .95 (meaning they get a 5% discount on their WC policy). The business owner can contact the Michigan WC Bureau at 734-462-9600 ext 264 for Customer Service to see if the state can provide a document showing the merit rating. The Customer Service email is service@caom.com if they would rather do that. The business will need to provide their FEIN.

Thanks,
Allison Eccleton



Allison Eccleton
Office Manager
Matthew Roberts Farmers Insurance Agency
89 W Chicago St. Ste 1D, Coldwater, Mi 49036
Phone: (517) 210 2370
Fax: (517) 234 4510
https://g.page/r/CVT1FeNvTyUmEAI/review

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/08/2023

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

ROBERTS MATTHEW(7140K9V)
89 W CHICAGO ST

COLDWATER MI 49036

CONTACT
NAME: Matthew Roberts
PHONE (A/C, NO, EXT): 517-210-2370
FAX (A/C, NO):
E-MAIL ADDRESS: mroberts8@farmersagent.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Truck Insurance Exchange	21709
INSURER B: Farmers Insurance Exchange	21652
INSURER C: Mid Century Insurance Company	21687
INSURER D: Fire Insurance Exchange	21660
INSURER E:	
INSURER F:	

INSURED

PICTURE PERFECT LAWN CARE, LL
11400 KING RD

CONCORD MI 49237

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME 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	ADDTL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea Occurrence)	$
							MED EXP (Any one person)	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$
	☐ POLICY ☐ PROJECT ☐ LOC						GENERAL AGGREGATE	$
	☐ OTHER:						PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☒ PER STATUTE ☐ OTHER	$
	ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N: Y	N/A	N	A02187073	05/11/2023	05/11/2024	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)
The State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents are listed as Additional Insured on the named Insured's general liability policy.
Waiver of Subrogation applies in favor of the certificate holder on the workers compensation policy.

CERTIFICATE HOLDER

Department of Military and Veterans Affairs
Reserve Forces Support Center
3423 N. Martin Luther King Jr. Blvd, Suite 320
Lansing, MI 48906

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

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f. The City may request of any bidder evidence of experience performing the work being bid, and may require information on financial status and equipment available for the project.

g. Each bidder shall indicate on page 12 of the Proposal Forms the name, address, and a complete description of work to be performed by each subcontractor on this project. All subcontractors must be approved by the City, and must meet the same requirements of the successful bidder.

h. On contracts that have two or more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

3. ~~**BID SECURITY**: All Proposals must be accompanied by a certified check made payable to the order of the City of Jackson in the amount of 5% of the aggregate bid total. Bid bonds with authorized surety companies as sureties and of like amount may be substituted for certified checks at the option of the bidder. Such bid bonds must be run to the City of Jackson, Michigan.~~

~~All proposals submitted without bid security will be returned to the bidder unread.~~

~~The bid deposit of all except the three (3) lowest bidders will be returned within (3) days after the opening of bids. The bid deposit of the three lowest bidders will be returned within forty-eight (48) hours after Contract and required bonds have been finally approved by the City.~~

4. **EQUAL EMPLOYMENT OPPORTUNITY**: All bidders shall complete the Equal Employment Opportunity Certification, Certification of Nonsegregated Facilities, and Non-Collusion Affidavit, found in Section P of the Proposal Forms.

5. **AWARD**:

A. If the contract is over $50,000, then the City Council will be advised of the bids received and receive staff recommendations on award. Award of contract, if any, will be made to the single lowest responsible bidder for the entire scope of the project. Provided however, the City Council has the authority to reject any and all bids, and to accept or recommend the acceptance of other than the lowest responsive bid when the public interest is served thereby and such action is in the best interest of the City.

B. The City Council reserves the right to reject any and all bids and to waive minor irregularities and/or technicalities in the bids.

6. **CONTRACT**:

A. If the awarded contract is $50,000 or greater, the following bond requirements will apply:



Picture Perfect Lawncare, LLC
11400 King Rd
Concord, MI 49237

City of Jackson Mowing Contract Bid 2024

SPECIAL ATTACHMENT

Date: February 28, 2024

To whom it may concern:

In consideration of this bid package, If Picture Perfect Lawn Care is selected for the 3 items known as (1) PARKS AND TRAIL MOWING/ (2) CEMETERY MOWING and (3) DOWNTOWN MOWING, The following adjustments will be made to the cost of the Cemetery mowing Contract.

Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows.

Woodland Cemetery as Bid: $126,000.00 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the Fertilizer and Weed Control.

Mt Evergreen Cemetery as Bid $63,000.00 Annually: Will be adjusted to $1,500.00 per week for an annual total of $52,500.00

This will provide a reduction of $47,650.00 in the overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand total annually to $280,374.00 Plus the Per-man hour work as listed in the Contract.

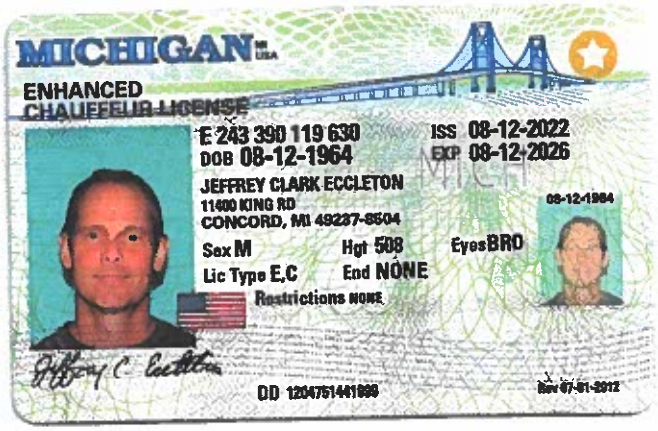
THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS PROJECT

Picture Perfect Lawncare, LLC
Jeff & Jemi Eccleton
11400 King Rd
Concord, MI 49237
Cell: 517-392-1044 (Jeff)
Fax# N/A

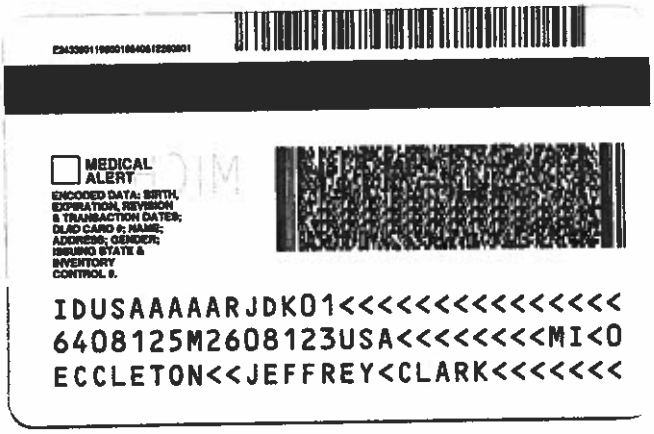
Print authorized person: Jeffrey Eccleton

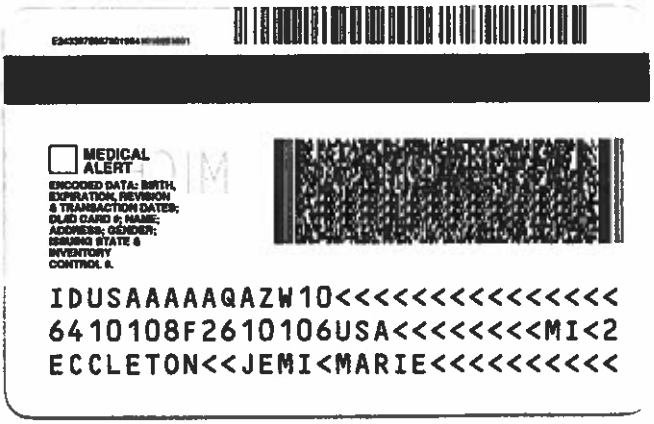
Signature of approval: Jeffrey Eccleton

Date: 2/28/24


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 390 119 630
DOB 08-12-1964
ISS 08-12-2022
EXP 08-12-2026
JEFFREY CLARK ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
08-12-1964
DD 1204751441998


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 397 585 780
DOB 10-10-1964
ISS 08-08-2022
EXP 10-10-2026
JEMI MARIE ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex F
Hgt 504
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
10-10-1964
DONOR
DD 1204702261440


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAARJDK01<<<<<<<<<<<<<<<
6408125M2608123USA<<<<<<<<MI<0
ECCLETON<<JEFFREY<CLARK<<<<<<<


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAAQAZW10<<<<<<<<<<<<<<<
6410108F2610106USA<<<<<<<<MI<2
ECCLETON<<JEMI<MARIE<<<<<<<<<<

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: YMHCZGBK8NPA3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/2024

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

X 1. individual, resident of _____

doing business as _____

at _____

X 2. partnership, consisting of _____

and _____

under the firm name of _____

3. corporation by the name of EPM of Michigan, LLC

organized and existing under the laws of the State of Michigan

with offices at 2840 Shirley Dr, Jackson, MI 49201

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 27-4116376

(Corporate Seal, if applicable)

Name of Bidder: Tammie Eilola Warring

Signed By: Tammie Eilola Warring

Its: Agent

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
Addendum #1	2/20/2024

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

NO QUOTE

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138		
2	5,001 – 10,000 Square Feet	LOT	148		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113		
2	5,001 – 10,000 Square Feet	LOT	166		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15		
2	5,001 – 10,000 Square Feet	LOT	6		
3	10,001 – 20,000 Square Feet	LOT	13		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		
2	5,001-10,000 Square Feet	LOT	200		
3	10,0001-20,000 Square Feet	LOT	50		
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1820.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1820.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2940.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	210.00	5880.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	175.00	4900.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3920.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1540.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1540.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	105.00	2940.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1540.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1540.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	1820.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1960.00
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8260.00
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1540.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1540.00
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3360.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1540.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	55.00	1540.00
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	105.00	5880.00
	Total Park Mowing Item numbers 1-26					111,580.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1540.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	195.00	5460.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3500.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1540.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1680.00
33	Fire Station	Pleasant and Pringle		28	60.00	1680.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	280.00	5600.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					105.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					140.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					140.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34					38500.00
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	310.00	620.00
36	Best Field	1304 Lewis St.	3.8	2	715.00	1430.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1080.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1100.00	3300.00
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00
47	Lions Park	1025 N. Blackstone	4	2	775.00	1550.00
48	Loomis Park	210 Gilbert St	13.4	2	1400.00	2800.00
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00
51	Optimist Park	933 N. West Ave	5	2	840.00	1680.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00
55	William Nixon Park	400 E. North St.	6.8	2	1100.00	2200.00
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00
56a	Extra Fertilization at Lions Park		2		500.00	500.00
56b	Extra Fertilization at Nixon Park		2		850.00	850.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		810.00	810.00
	Total Park Fertilization Items 35-56d					22950.00
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	75.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	75.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	75.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	75.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	75.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	75.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	75.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	75.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	75.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	75.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	75.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	75.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	75.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	75.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	75.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	75.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	75.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	75.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	75.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	75.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	75.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	75.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		90.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		90.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		90.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		90.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				85.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					111,580.00
	Total Additional Services Item numbers 27-34					38500.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					22950.00
	Total Park Fertilization Items 57-78					11650.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					173030.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1200.00	42000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1950.00	68250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					110,250.00
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	2240.00	4480.00
	Total Cemetery Fertilization 3-4					4480.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		75.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		75.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		75.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		75.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		75.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		75.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		75.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		75.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		75.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		75.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		75.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		75.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		75.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				85.00	**RATE PER MAN HOUR**
23	Woodland Cemetery				85.00	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				85.00	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				90..00	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					110,250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					4480.00
	Total Extras 5-17					825.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					4480.00

NO QUOTE

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80		
2	Bucky Harris Park	190 W. Michigan Ave	.01	80		
3	Parking Lot	3		40		
4	Parking Lot	5		40		
5	Parking Lot	6		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40		
7	Parking Lot	8		40		
8	Parking Lot	9		40		
9	Parking Lot	9a		40		
10	Parking Lot	14		40		
11	Parking Lot	19		40		
12	Parking Lot	20		40		
13	Parking Lot	21		40		
14	Parking Lot Art Sculpture	18		40		
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40		
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40		
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40		
	Total Downtown Mowing 1- 17A					
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3		
19	Bucky Harris	190 W. Michigan Avenue	52.9	3		
	Total Fertilization 18-19					
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		**PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		**PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		**PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		RATE PER MAN HOUR
26	Parking Lots	Listed above		RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		RATE PER MAN HOUR
30	Emma Nichols Garden			RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					
	Total Fertilization 18-19					
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					

Bidders Name:	EPM of Michigan, LLC
Address:	2840 Shirley Dr
City, State, Zip:	Jackson, MI 49201
Telephone:	517-990-0110
Fax:	n/a
Email Address:	Tammie@EPMofMichigan.com
Federal ID Number:	27-4116376
Bid Signed By:	Tammie Eilola Warring Print or Type

Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Nick Klotz Its President

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Nick Klotz certifies that (he)/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Nick Klotz understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick Klotz
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

Mi 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Executive Property Management of Mich. LLC

ADDRESS: 2840 Shirley Dr
Jackson Mi 49201

SIGNED BY: [signature]

TITLE: President

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick K
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

MI 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Nick Klotz, being first duly sworn, deposed and says that:

1. He is President of, Executive Property Management of Michigan LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Executive Property Management of Michigan LLC
(Company)

By: President
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 20 24.

Kerri R. Bubp

Notary Public, Jackson County,
My commission expires: 2-19-27

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

N/A

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Nick Klotz an authorized representative of EPM
am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/27/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Nick Klotz	Executive Property Management of Michigan LLC
Telephone	Email Address
517-990-0110	nick@epmofmichigan.com

Contract or matter pending with the City:

2024 Mowing Contracts

I, Nick Klotz, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

Kerri R. Bubp
Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 28 day of February, 2024
By Kerri R. Bubp.

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Nick Klotz
Name and Title of Authorized Representative

Executive Property Management of Michigan LLC
Name of Participant Agency or Firm

Signature of Authorized Representative

2/27/24
Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

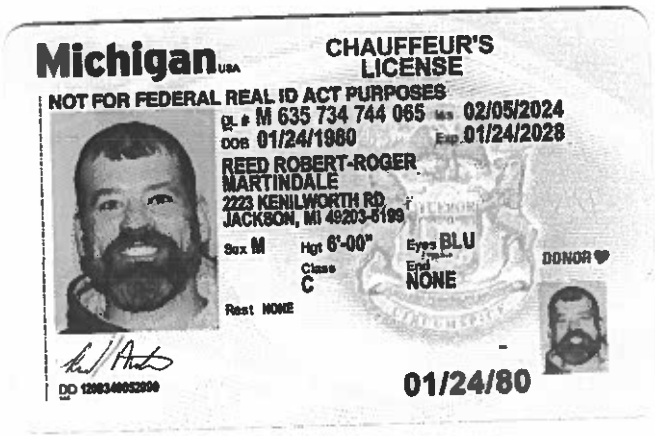
24 Trucks

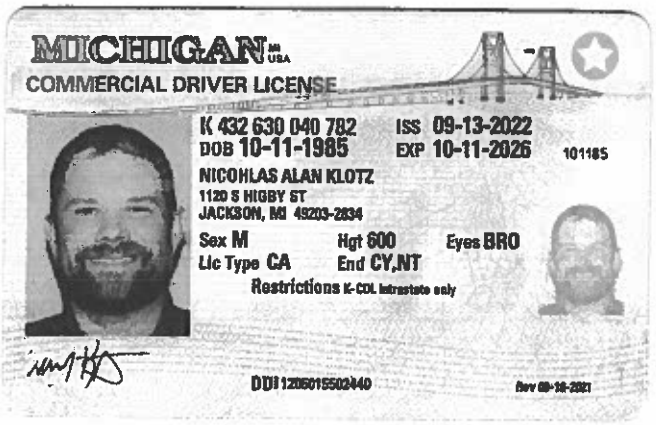
10 - 60" Zero turn mowers

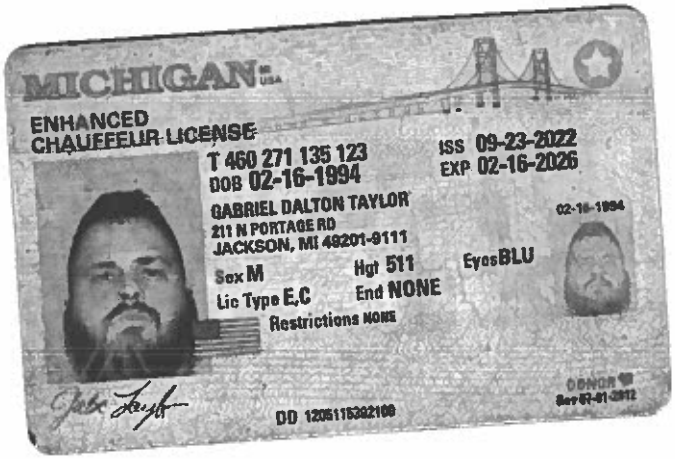
Various hand tools

1-3 144" + zero turns if awarded

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS


Michigan USA
CHAUFFEUR'S LICENSE
NOT FOR FEDERAL REAL ID ACT PURPOSES
DL # M 635 734 744 065 Iss 02/05/2024
DOB 01/24/1980 Exp 01/24/2028
REED ROBERT-ROGER MARTINDALE
2223 KENILWORTH RD
JACKSON, MI 49203-5199
Sex M Hgt 6'-00" Eyes BLU
Class C End NONE
Rest NONE
DONOR
DD 1280340052000
01/24/80


MICHIGAN
COMMERCIAL DRIVER LICENSE
K 432 630 040 782 ISS 09-13-2022
DOB 10-11-1985 EXP 10-11-2026 101185
NICOHLAS ALAN KLOTZ
1120 S HIGBY ST
JACKSON, MI 49203-2834
Sex M Hgt 600 Eyes BRO
Lic Type CA End CY,NT
Restrictions K-CDL intrastate only
DD# 120601550244O


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
T 460 271 135 123
DOB 02-16-1994
ISS 09-23-2022
EXP 02-16-2026
GABRIEL DALTON TAYLOR
211 N PORTAGE RD
JACKSON, MI 49201-9111
Sex M
Hgt 511
Eyes BLU
Lic Type E,C
End NONE
Restrictions NONE
02-16-1994
DONOR
DD 1205115302109

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Executive Property Management of Michigan LLC
2. Established: Year 2010 Number of Employees_____
3. Type of organization: Individual___ Partnership Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Atlas Outdoor
CONTACT PERSON:	Sam Gembel
TELEPHONE:	810-877-5296
EMAIL ADDRESS:	sam@samgembel.com
WORK PERFORMED:	

REFERENCE NO. 2	
NAME:	Wolverine Sealcoating / Viking Rental
CONTACT PERSON:	Kit Wingle
TELEPHONE:	517-745-1390
EMAIL ADDRESS:	Sales@wolverineseal.com
WORK PERFORMED:	Ground Maintenance at various locations

REFERENCE NO. 3	
NAME:	American 1 Credit Union
CONTACT PERSON:	Liz Niles
TELEPHONE:	517-787-6510
EMAIL ADDRESS:	lniles@a1cu.org
WORK PERFORMED:	Commercial grounds and snow removal

REFERENCE NO. 4	
NAME:	F.A. Kennedy Company
CONTACT PERSON:	Sean Kennedy
TELEPHONE:	517-787-5228
EMAIL ADDRESS:	SeanKennedy@country-markets.com
WORK PERFORMED:	Commercial grounds + Snow removal

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Executive Property Management of Michigan LLC
ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP:	Jackson Mi 49201
TELEPHONE:	517-990-0110
OFFICERS:	
President: Nick Klotz	Email Address: nick@epmofmichigan.com
Vice President:	Email Address:
Secretary:	Email Address:
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Executive Property Management of Mich. LLC
STREET ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP CODE:	Jackson Mi 49201
UNDER CURRENT MANAGEMENT SINCE (DATE):	2010

CRITERIA 3:

State and local licenses and license numbers held by your organization:

MI - PABL # 380055, 3A, 3B, 6

Nursery Dealer # Nurdl - 201384

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

MGIA / MDARD Classes

In house training

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☒ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Frankenmuth Mutual Ins.
Type of Coverage:	General liability, Works Comp, Auto
Telephone:	517-783-2608

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☒

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/07/2022

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	Barker Weber Insurance Agency, Inc. 2501 Spring Arbor Rd. Jackson, MI 49203
CONTACT NAME:	Kelly Bunch
PHONE (A/C, No, Ext):	(517) 783-2608
FAX (A/C, No):	(517) 783-4674
E-MAIL ADDRESS:	Kelly@barkerweber.com
INSURER(S) AFFORDING COVERAGE	**NAIC #**
INSURER A :	Frankenmuth Mutual Insurance — 13986
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	
INSURED	Executive Property Management of Michigan 2840 Shirley Dr. Jackson, MI 49201

COVERAGES **CERTIFICATE NUMBER:** **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		
A	☑ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☑ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y		6685591	04/03/2022	04/03/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $	1,000,000 1,000,000 10,000 1,000,000 2,000,000 2,000,000
A	AUTOMOBILE LIABILITY ☑ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			6685590	04/03/2022	04/03/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $	1,000,000
A	☑ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☑ RETENTION $ 10,000			6685591	04/03/2022	04/03/2023	EACH OCCURRENCE AGGREGATE	$ $	2,000,000 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ N/A If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	6685589	04/03/2022	04/03/2023	☑ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $	1,000,000 1,000,000 1,000,000
A	Pollutant Cleanup and Removal			6685591	04/03/2022	04/03/2023	Policy Limit		$25,000

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

Certificate Holder is listed as additional insured with respect to general liability as required by written contract

CERTIFICATE HOLDER

email: sallard@cityofjackson.org

City of Jackson
161 W Michigan Ave
Jackson, MI 49201

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

William S Barker

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The ACORD name and logo are registered marks of ACORD

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☒ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

N/A

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

N/A

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☐ Yes ☒ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Barker Weber
INSURANCE AGENCY, INC.

February 27, 2024

Mr. Nicohlas Klotz

Executive Property Management of Michigan

2840 Shirley Dr.

Jackson, MI 49201

Re: Experience Mod Factor

Dear Nick,

The experience modification factors for the past three (3) years are as follows:

04/03/2023 – 04/03/2024	.95
04/03/2022 – 04/03/2023	.95
04/03/2021 – 04/03/2022	.88

Please contact me if you have any questions or concerns.

Thank you,

Kelly Bunch, CISR

Barker Weber Insurance Agency, Inc.

6007 Ann Arbor Road • Jackson, MI 49201 • www.barkerweberinsurance.com
office 517.764.9898 • **tollfree** 800.878.7283 • **fax** 517.764.9890

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

50% or Greater

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses. Hand book

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Yes

Executive Property Management of Michigan LLC

Print Firm Name/Principal

Signature/Principal

2/27/24

Date

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Mowing, Irrigation and Landscaping Contract for Parks and Trails

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Recommendation:

> Approve Mowing, Irrigation and Landscaping Contract for Parks and Trails to Picture Perfect Lawn Care LLC., of Concord, Michigan for the amount of $110,359.

Approve Mowing, Irrigation and Landscaping Contract for Parks and Trails to Picture Perfect Lawn Care LLC., of Concord, Michigan for the amount of $110,359.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Kelli Hoover, Parks Director

DATE: April 2, 2024

RECOMMENDATION: Approve Mowing, Irrigation and Landscaping Contract for Parks and Trails to Picture Perfect Lawn Care LLC., of Concord, Michigan for the amount of $110,359.

ISSUE STATEMENT

The City of Jackson Parks, Recreation and Cemeteries has used a mowing contract from 2012 to help maintain the parks and trails. This has been a long-term money-saving plan for staff, movers, lawn equipment, equipment costs and maintenance needs. This contract has been another important arm of our department and makes parks and trails a quality experience for all.

DESCRIBE THE CONSEQUENCES

The City of Jackson without this contract would be unable to maintain Parks and Trails to an appropriate level that is needed.

OWNERSHIP

The City of Jackson Parks and Trail areas have been part of the Parks, Recreation and Cemeteries Department since the early 1940s. The City 28 parks and the MLK Equality Trails are cared for under this contract. It is extremely important for citizens to reach in a 10-minute walk from their home a park that is clean, mowed and prepared for them to enjoy.

SOLUTION

This contract is a good long-term plan that helps provide mowing, irrigation and landscaping for the city's parks and trails.

FACILITATE IMPLEMENTATION

Approve Mowing, Irrigation and Landscaping Contract for Parks and Trails to Picture Perfect Lawn Care LLC., of Concord, Michigan for the amount of $110,359.

ATTACHMENTS

1. EPM
2. Total Property Management Group
3. Capital Landscapes
4. Picture Perfect
5. Bid Tabulation - 2024 Mowing Contracts
6. Elysian Landscape

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: YMHCZGBK8NPA3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/2024

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

X 1. individual, resident of _____

doing business as _____

at _____

X 2. partnership, consisting of _____

and _____

under the firm name of _____

3. corporation by the name of EPM of Michigan, LLC

organized and existing under the laws of the State of Michigan

with offices at 2840 Shirley Dr, Jackson, MI 49201

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 27-4116376

(Corporate Seal, if applicable)

Name of Bidder: Tammie Eilola Warring

Signed By: Tammie Eilola Warring

Its: Agent

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
Addendum #1	2/20/2024

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

NO QUOTE

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138		
2	5,001 – 10,000 Square Feet	LOT	148		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113		
2	5,001 – 10,000 Square Feet	LOT	166		
3	10,001 – 20,000 Square Feet	LOT	17		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15		
2	5,001 – 10,000 Square Feet	LOT	6		
3	10,001 – 20,000 Square Feet	LOT	13		
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6		
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7		
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

NO QUOTE

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		
2	5,001-10,000 Square Feet	LOT	200		
3	10,0001-20,000 Square Feet	LOT	50		
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		
TOTAL (LINES 1-6)				$	

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1820.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1820.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2940.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	210.00	5880.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	175.00	4900.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3920.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1540.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1540.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	105.00	2940.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1540.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1540.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	1820.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1960.00
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8260.00
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1540.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1540.00
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3360.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1540.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	55.00	1540.00
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	105.00	5880.00
	Total Park Mowing Item numbers 1-26					111,580.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1540.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	195.00	5460.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3500.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1540.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1680.00
33	Fire Station	Pleasant and Pringle		28	60.00	1680.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	280.00	5600.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					105.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					140.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					140.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34					38500.00
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	310.00	620.00
36	Best Field	1304 Lewis St.	3.8	2	715.00	1430.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1080.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1100.00	3300.00
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00
47	Lions Park	1025 N. Blackstone	4	2	775.00	1550.00
48	Loomis Park	210 Gilbert St	13.4	2	1400.00	2800.00
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00
51	Optimist Park	933 N. West Ave	5	2	840.00	1680.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00
55	William Nixon Park	400 E. North St.	6.8	2	1100.00	2200.00
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00
56a	Extra Fertilization at Lions Park		2		500.00	500.00
56b	Extra Fertilization at Nixon Park		2		850.00	850.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		810.00	810.00
	Total Park Fertilization Items 35-56d					22950.00
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	75.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	75.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	75.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	75.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	75.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	75.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	75.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	75.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	75.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	75.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	75.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	75.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	75.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	75.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	75.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	75.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	75.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	75.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	75.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	75.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	75.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	75.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		90.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		90.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		90.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		90.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				90.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				85.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				90.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					111,580.00
	Total Additional Services Item numbers 27-34					38500.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					22950.00
	Total Park Fertilization Items 57-78					11650.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					173030.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1200.00	42000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1950.00	68250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					110,250.00
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	2240.00	4480.00
	Total Cemetery Fertilization 3-4					4480.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		75.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		75.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		75.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		75.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		75.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		75.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		75.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		75.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		75.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		75.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		75.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		75.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		75.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				85.00	**RATE PER MAN HOUR**
23	Woodland Cemetery				85.00	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				85.00	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				90..00	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					110,250.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					4480.00
	Total Extras 5-17					825.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					4480.00

NO QUOTE

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80		
2	Bucky Harris Park	190 W. Michigan Ave	.01	80		
3	Parking Lot	3		40		
4	Parking Lot	5		40		
5	Parking Lot	6		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40		
7	Parking Lot	8		40		
8	Parking Lot	9		40		
9	Parking Lot	9a		40		
10	Parking Lot	14		40		
11	Parking Lot	19		40		
12	Parking Lot	20		40		
13	Parking Lot	21		40		
14	Parking Lot Art Sculpture	18		40		
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40		
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40		
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40		
	Total Downtown Mowing 1- 17A					
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3		
19	Bucky Harris	190 W. Michigan Avenue	52.9	3		
	Total Fertilization 18-19					
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		**PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		**PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		**PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		RATE PER MAN HOUR
26	Parking Lots	Listed above		RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		RATE PER MAN HOUR
30	Emma Nichols Garden			RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					
	Total Fertilization 18-19					
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					

Bidders Name:	EPM of Michigan, LLC
Address:	2840 Shirley Dr
City, State, Zip:	Jackson, MI 49201
Telephone:	517-990-0110
Fax:	n/a
Email Address:	Tammie@EPMofMichigan.com
Federal ID Number:	27-4116376
Bid Signed By:	Tammie Eilola Warring Print or Type

Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Nick Klotz Its President

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Nick Klotz certifies that (he)/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Nick Klotz understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick Klotz
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

Mi 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Executive Property Management of Mich. LLC

ADDRESS: 2840 Shirley Dr
Jackson Mi 49201

SIGNED BY: [signature]

TITLE: President

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

By: Nick Klotz
(Bidder's Name)

By: Nick Klotz
(Signature)

By: President
(Title)

2840 Shirley Dr.
Address

Jackson
City

Mi 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Nick Klotz, being first duly sworn, deposed and says that:

1. He is President of, Executive Property Management of Michigan LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Executive Property Management of Michigan LLC
(Company)

By: President
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 20 24.

Kerri R. Bubp

Notary Public, Jackson County,
My commission expires: 2-19-27

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

N/A

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Nick Klotz an authorized representative of EPM
am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/27/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Nick Klotz	Executive Property Management of Michigan LLC
Telephone	Email Address
517-990-0110	nick@epmofmichigan.com

Contract or matter pending with the City:

2024 Mowing Contracts

I, Nick Klotz, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

Kerri R. Bubp
Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 28 day of February, 2024
By Kerri R. Bubp.

KERRI R BUBP
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires February 19, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Nick Klotz
Name and Title of Authorized Representative

Executive Property Management of Michigan LLC
Name of Participant Agency or Firm

Signature of Authorized Representative

2/27/24
Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

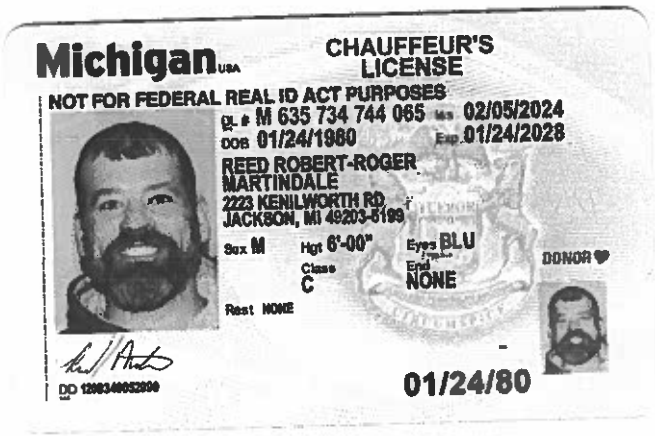
24 Trucks

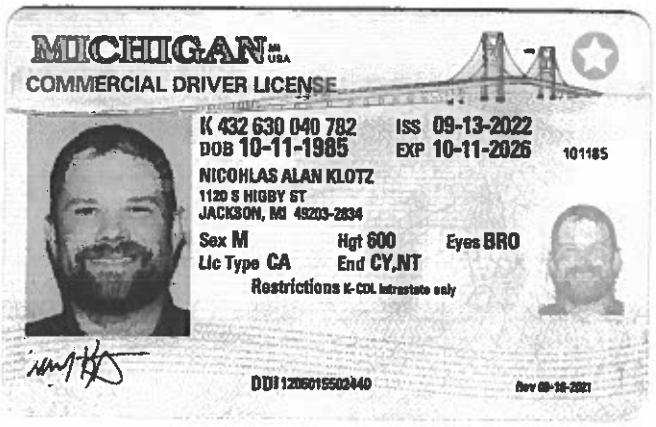
10 - 60" Zero turn mowers

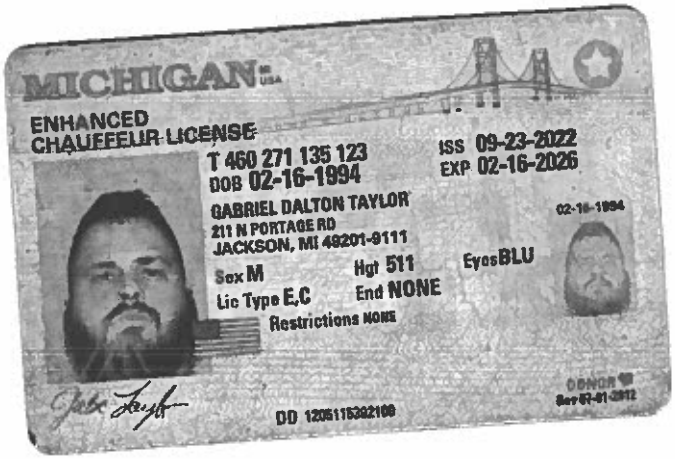
Various hand tools

1-3 144" + zero turns if awarded

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS


Michigan USA
CHAUFFEUR'S LICENSE
NOT FOR FEDERAL REAL ID ACT PURPOSES
DL # M 635 734 744 065 Iss 02/05/2024
DOB 01/24/1980 Exp 01/24/2028
REED ROBERT-ROGER MARTINDALE
2223 KENILWORTH RD
JACKSON, MI 49203-5199
Sex M Hgt 6'-00" Eyes BLU
Class C End NONE
Rest NONE
DONOR
DD 1208348052000
01/24/80


MICHIGAN
COMMERCIAL DRIVER LICENSE
K 432 630 040 782
DOB 10-11-1985
ISS 09-13-2022
EXP 10-11-2026
101185
NICOHLAS ALAN KLOTZ
1120 S HIGBY ST
JACKSON, MI 49203-2834
Sex M
Hgt 600
Eyes BRO
Lic Type CA
End CY,NT
Restrictions K-CDL intrastate only
DD# 12060155024A0
Rev 09-16-2021


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
T 460 271 135 123
DOB 02-16-1994
ISS 09-23-2022
EXP 02-16-2026
GABRIEL DALTON TAYLOR
211 N PORTAGE RD
JACKSON, MI 49201-9111
Sex M
Hgt 511
Eyes BLU
Lic Type E,C
End NONE
Restrictions NONE
02-16-1994
DONOR
DD 1205115302109

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Executive Property Management of Michigan LLC
2. Established: Year 2010 Number of Employees_____
3. Type of organization: Individual___ Partnership Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Atlas Outdoor
CONTACT PERSON:	Sam Gembel
TELEPHONE:	810-877-5296
EMAIL ADDRESS:	sam@samgembel.com
WORK PERFORMED:	

REFERENCE NO. 2	
NAME:	Wolverine Sealcoating / Viking Rental
CONTACT PERSON:	Kit Wingle
TELEPHONE:	517-745-1390
EMAIL ADDRESS:	Sales@wolverineseal.com
WORK PERFORMED:	Ground Maintenance at various locations

REFERENCE NO. 3	
NAME:	American 1 Credit Union
CONTACT PERSON:	Liz Niles
TELEPHONE:	517-787-6510
EMAIL ADDRESS:	lniles@a1cu.org
WORK PERFORMED:	Commercial grounds and snow removal

REFERENCE NO. 4	
NAME:	F.A. Kennedy Company
CONTACT PERSON:	Sean Kennedy
TELEPHONE:	517-787-5228
EMAIL ADDRESS:	SeanKennedy@country-markets.com
WORK PERFORMED:	Commercial grounds + Snow removal

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Executive Property Management of Michigan LLC
ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP:	Jackson Mi 49201
TELEPHONE:	517-990-0110
OFFICERS:	
President: Nick Klotz	Email Address: nick@epmofmichigan.com
Vice President:	Email Address:
Secretary:	Email Address:
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Executive Property Management of Mich. LLC
STREET ADDRESS:	2840 Shirley Dr.
CITY, STATE, ZIP CODE:	Jackson Mi 49201
UNDER CURRENT MANAGEMENT SINCE (DATE):	2010

CRITERIA 3:

State and local licenses and license numbers held by your organization:

MI - PABL # 380055, 3A, 3B, 6

Nursery Dealer # Nurdl - 201384

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

MGIA / MDARD Classes

In house training

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☒ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Frankenmuth Mutual Ins.
Type of Coverage:	General liability, Works Comp, Auto
Telephone:	517-783-2608

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☒

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/07/2022

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	Barker Weber Insurance Agency, Inc. 2501 Spring Arbor Rd. Jackson, MI 49203
CONTACT NAME:	Kelly Bunch
PHONE (A/C, No, Ext):	(517) 783-2608
FAX (A/C, No):	(517) 783-4674
E-MAIL ADDRESS:	Kelly@barkerweber.com
INSURER(S) AFFORDING COVERAGE	**NAIC #**
INSURER A :	Frankenmuth Mutual Insurance — 13986
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	
INSURED	Executive Property Management of Michigan 2840 Shirley Dr. Jackson, MI 49201

COVERAGES **CERTIFICATE NUMBER:** **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		
A	☑ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☑ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y		6685591	04/03/2022	04/03/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $	1,000,000 1,000,000 10,000 1,000,000 2,000,000 2,000,000
A	AUTOMOBILE LIABILITY ☑ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			6685590	04/03/2022	04/03/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $	1,000,000
A	☑ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☑ RETENTION $ 10,000			6685591	04/03/2022	04/03/2023	EACH OCCURRENCE AGGREGATE	$ $	2,000,000 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6685589	04/03/2022	04/03/2023	☑ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $	1,000,000 1,000,000 1,000,000
A	Pollutant Cleanup and Removal			6685591	04/03/2022	04/03/2023	Policy Limit		$25,000

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

Certificate Holder is listed as additional insured with respect to general liability as required by written contract

CERTIFICATE HOLDER

email: sallard@cityofjackson.org

City of Jackson
161 W Michigan Ave
Jackson, MI 49201

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

William S Barker

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CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☒ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

N/A

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

N/A

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☐ Yes ☒ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Barker Weber
INSURANCE AGENCY, INC.

February 27, 2024

Mr. Nicohlas Klotz

Executive Property Management of Michigan

2840 Shirley Dr.

Jackson, MI 49201

Re: Experience Mod Factor

Dear Nick,

The experience modification factors for the past three (3) years are as follows:

04/03/2023 – 04/03/2024	.95
04/03/2022 – 04/03/2023	.95
04/03/2021 – 04/03/2022	.88

Please contact me if you have any questions or concerns.

Thank you,

Kelly Bunch, CISR

Barker Weber Insurance Agency, Inc.

6007 Ann Arbor Road • Jackson, MI 49201 • www.barkerweberinsurance.com
office 517.764.9898 • **tollfree** 800.878.7283 • **fax** 517.764.9890

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

50% or Greater

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses. Hand book

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Yes

Executive Property Management of Michigan LLC

Print Firm Name/Principal

Signature/Principal

2/27/24

Date

CITY OF JACKSON



2024 PRIVATE LOT MOWING
2024 CITY OWNED LOT MOWING – PART A
2024 CITY OWNED LOT MOWING – PART B
2024 CITY GROUNDS MAINTENANCE
2024 PARKS AND TRAIL MOWING
2024 CEMETERY MOWING
2024 DOWNTOWN MOWING

Bid Responses Due: THURSDAY, FEBRUARY 29, 2024 by 10:00:00 AM

CONTENTS

INVITATION FOR BIDS
INSTRUCTIONS TO BIDDERS (IB)
PROPOSAL FORMS (P)
AGREEMENT (A)
GENERAL CONDITIONS (G)
DETAILED SPECIFICATIONS

CITY OF JACKSON, MICHIGAN
161 W. Michigan Avenue
Jackson, Michigan 49201

CITY OF JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: D3BAZCG493E if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/20/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of 633 11th Street Plainwell, MI 49080
   doing business as Total Property Management Group LLC
   at 3851 W. Michigan Ave. Jackson, MI 49202
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 26-4814035

(Corporate Seal, if applicable)

Name of Bidder: Timothy Bowman

Signed By: Tim B

Its: Owner

BID SHEET

DATE: 2/20/24

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/28/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	$30.00	$4,140.00
2	5,001 – 10,000 Square Feet	LOT	148	$40.00	$5,920.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	$60.00	$120.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	$70.00	$70.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,550.00	

TOTAL BID WRITTEN OUT: Eleven thousand five hundred fifty and zero cents.

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	$30.00	$3,390.00
2	5,001 – 10,000 Square Feet	LOT	166	$40.00	$6,640.00
3	10,001 – 20,000 Square Feet	LOT	17	$50.00	$850.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	$60.00	$300.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	$70.00	$140.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	$90.00	$450.00
TOTAL (LINES 1-6)				$ 11,770.00	

Eleven thousand seven hundred seventieth and zero cents.

TOTAL BID WRITTEN OUT:

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	$30.00	$450.00
2	5,001 – 10,000 Square Feet	LOT	6	$40.00	$240.00
3	10,001 – 20,000 Square Feet	LOT	13	$50.00	$650.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	$60.00	$360.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	$70.00	$490.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	$90.00	$360.00
TOTAL (LINES 1-6)				$ 2,550.00	

Four thousand five hundred fifty and zero cents.

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	$30.00	$3,600.00
2	5,001-10,000 Square Feet	LOT	200	$40.00	$8,000.00
3	10,0001-20,000 Square Feet	LOT	50	$50.00	$2,500.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	$60.00	$1,200.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	$70.00	$700.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	$90.00	$13,500.00
TOTAL (LINES 1-6)				$ 29,500.00	

Twenty Nine Thousand Five Hundred and Zerro Cents.

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	$45	$1,260
2	Best Field	1304 Lewis St.	3.8	28	$100	$2,800
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	$40	$1,120
4	Bloomfield Park	1302 W. Michigan	2.2	28	$70	$1,960
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	$175	$4,900
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	$152	$4,256
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	$105	$2,940
8	Exchange Park	300 E. Mansion St.	3.5	28	$130	$3,640
9	Friendship Park	1039 Chittock St	0.2	28	$40	$1,120
10	Ganson St. Park	638 W. Ganson St.	0.4	28	$40	$1,120
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	$65	$1,820

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	$40	$1,120
13	Grover Leake Park	152 E. Prospect St	0.5	28	$40	$1,120
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	$45	$2,520
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	$300	$10,500
16	Kiwanis Park	1521 Blakely	1.3	28	$45	$1,260
17	Lions Park	1025 N. Blackstone	9.7	28	$300	$8,400
18	Loomis Park	210 Gilbert St	14.1	35	$325	$11,375
19	New Leaf Park	1930 Fourth Street	0.4	28	$40	$1,120
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	$40	$1,120
21	Optimist Park	933 N. West Ave	2.5	28	$70	$1,960
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	$40	$1,120
23	Rotary Park	1413 Deyo St.	1.7	28	$45	$1,260

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	$40	$1,120
25	William Nixon Park	400 E. North St.	12	28	$320	$8,960
26	Withington Park	410 W. Michigan Ave.	2.0	56	$70	$3,920
	Total Park Mowing Item numbers 1-26				$83,811.00	
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	$475	$13,300
28	3 Vacant Lots near Lions Park	1025 N. Blackstone	3	28	$75	$2,100
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.	3	28	$110	$3,080
30	Ball Field at MLK Center	1107 Adrian St.	1	28	$50	$1,400
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper	.10	28	$30	$840
32	Fire Station	Prospect and Milwaukee	.10	28	$30	$840
33	Fire Station	Pleasant and Pringle	.10	28	$30	$840

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park	1	20	$50	$1,000
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$75 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$60 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$75 PRICE PER MOW
	Total Additional Services Item numbers 27-34				$23,400	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	$70	$140
36	Best Field	1304 Lewis St.	3.8	2	$300	$600
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	$50	$100
38	Bloomfield Park	1302 W. Michigan	2.2	2	$120	$240
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	$50	$100
40	Friendship Park	1039 Chittock St	0.1	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	$50	$100
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	$70	$140
43	Grover Leake Park	152 E. Prospect St	1.5	2	$90	$180
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	$50	$100
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$470	$1,410
46	Kiwanis Park	1521 Blakely	1.1	2	$70	$140
47	Lions Park	1025 N. Blackstone	4	2	$290	$580
48	Loomis Park	210 Gilbert St	13.4	2	$1,000	$2,000
49	New Leaf Park	1930 Fourth Street	0.4	2	$70	$140
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	$50	$100
51	Optimist Park	933 N. West Ave	5	2	$390	$780
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	$50	$100

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	$100	$200
54	Under the Oaks	418 Second St.	0.1	2	$50	$100
55	William Nixon Park	400 E. North St.	6.8	2	$475	$950
56	Withington Park	410 W. Michigan Ave.	1	2	$70	$140
56a	Extra Fertilization at Lions Park		2		$70	$140
56b	Extra Fertilization at Nixon Park		2		$70	$140
56c	Extra Fertilization at Best Field		1		$35	$35
56d	Extra Fertilization at Howard Wood complex		2		$70	$140
	Total Park Fertilization Items 35-56d				$8,895.00	
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	$42	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	$42	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	$42	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	$42	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	$42	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	$42	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	$42	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	$42	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	$42	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	$42	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	$42	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	$42	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	$42	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		$70	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		$70	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		$70	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		$70	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		$70	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				$55	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				$55	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				$40	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26				$83,811.00	
	Total Additional Services Item numbers 27-34				$23,400.00	
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56				$8,895.00	
	Total Park Fertilization Items 57-78				N/A - All Hourly	
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)				$116,106.00	

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,190	$41,650
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$2,120	$74,200

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				$115,850.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	0	0
	Total Cemetery Fertilization 3-4				0	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2	$42	**RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0	$42	**RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	$42	**RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3	$42	**RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	$42	RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	$42	RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2	$42	RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3	$42	RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	$42	RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	$42	RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3	$42	RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	$42	RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	$42	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				$42	**RATE PER MAN HOUR**
23	Woodland Cemetery				$42	**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring				$40	**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall				$40	**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					$115,850.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				0	
	Total Extras 5-17				N/A - Hourly Rate.	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				$115,850.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	$70	$5,600
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	$40	$3,200
3	Parking Lot	3		40	$40	$1,600
4	Parking Lot	5		40	$40	$1,600
5	Parking Lot	6		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	$40	$1,600
7	Parking Lot	8		40	$40	$1,600
8	Parking Lot	9		40	$40	$1,600
9	Parking Lot	9a		40	$40	$1,600
10	Parking Lot	14		40	$40	$1,600
11	Parking Lot	19		40	$40	$1,600
12	Parking Lot	20		40	$40	$1,600
13	Parking Lot	21		40	$40	$1,600
14	Parking Lot Art Sculpture	18		40	$40	$1,600
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	$40	$1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	$40	$1,600
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	$40	$1,600

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	$40	$1,600
	Total Downtown Mowing 1- 17A					$34,400.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	$75	$225
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	$4,000	$12,000
	Total Fertilization 18-19					$12,225.00
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3		$42 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		$42 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		$42 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		$42 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		$42 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		$70 RATE PER MAN HOUR
26	Parking Lots	Listed above		$70 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		$70 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		$70 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		$70 RATE PER MAN HOUR
30	Emma Nichols Garden			$70 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					$70 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				$70 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				$70 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				$70 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				$70 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				$70 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				$70 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				$40	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				$40	RATE PER MAN HOUR

DOWNTOWN MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				$34,400.00	
	Total Fertilization 18-19				$12,225.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				$46,625.00	

Bidders Name:	Timothy Bowman
Address:	3851 W. Michigan Ave
City, State, Zip:	Jackson, MI 49202
Telephone:	(517) 940-4658
Fax:	(269) 206-5338
Email Address:	tbowman@tpmgroupinc.com
Federal ID Number:	26-4814035
Bid Signed By:	Timothy Bowman Print or Type

Title:	Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Timothy Bowman Its Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Total Property Management Group LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Total Property Management Group LLC understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: T J B
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER:	Timothy Bowman
ADDRESS:	3851 W. Michigan Ave
	Jackson, MI 49202
SIGNED BY:	Timothy Bowman
TITLE:	Owner
DATE:	2/20/24

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

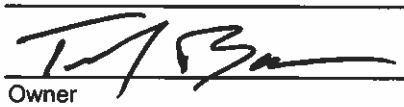
(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Tim Bowman

ADDRESS: 3851 W. Michigan Ave
Jackson, MI 49202

SIGNED BY: 

TITLE: Owner

DATE: 2/27/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/20/24

By: Timothy Bowman
(Bidder's Name)

By: 
(Signature)

By: Owner
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

DocuSign Envelope ID: 652F7C6F-01BD-4350-805F-5B25E925E845

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/27/24

Tim Bowman
By: _____
(Bidder's Name)

By: _____
(Signature)

Owner
By: _____
(Title)

3851 W. Michigan Ave
Address

Jackson
City

MI 49202
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Allegan)

Tim Bowman, being first duly sworn, deposed and says that:

1. He is Tim Bowman of, Total Property Management Group the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/27/24

By: Total Property Management Group
(Company)

By: Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 27 day of February, 20 24.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Notary Public, Kalamazoo County,
My commission expires: 9-10-2026

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

TruGreen will complete Fertilization.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Timothy Bowman an authorized representative of Total Property Management Group am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/20/24



Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Timothy Bowman	Total Property Management Group LLC
Telephone (517) 940-4658	Email Address tbowman@tpmgroupinc.com

Contract or matter pending with the City:

2024 Mowing Contracts.

I, Timothy Bowman, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☐ None of the above apply.

Dated: 2-27-2024

Signature

STATE OF MICHIGAN)
Allegan) SS
COUNTY OF ~~JACKSON~~)

The foregoing instrument was acknowledged before me this 27 day of February, 2024.
By Tim Bowman.

Sarah Randall
Notary Public, State of Michigan
County of Kalamazoo
My Commission Expires 09/10/2026
Acting in the County of Allegan

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Timothy Bowman, Owner of Total Property Management Group LLC

Name and Title of Authorized Representative

Name of Participant Agency or Firm

Signature of Authorized Representative — Date: 2/20/24

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

Please see attached for equipment and vehicle information.

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Total Property Management Group LLC
2. Established: Year 2009 Number of Employees 130
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

N/A - have always had the same name and ownership.

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Consumers Energy
CONTACT PERSON:	Cole
TELEPHONE:	734-231-8903
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining over 700 statewide sites to ensure employees, wildlife, ar neighbors are safe and equipment can be maintained throughout the

REFERENCE NO. 2	
NAME:	Ascension Health
CONTACT PERSON:	Dan
TELEPHONE:	(269) 806-6723
EMAIL ADDRESS:	
WORK PERFORMED:	Maintaining all Borgess Hospital locations to ensure the safety of patients an when accessing these sites.

REFERENCE NO. 3	
NAME:	Walmart Kalamazoo, Gull Road.
CONTACT PERSON:	Monty, Store Manager.
TELEPHONE:	269-373-1317
EMAIL ADDRESS:	
WORK PERFORMED:	Maintain sidewalks and parking lots to ensure safety standards are met.

REFERENCE NO. 4	
NAME:	Fibers of Kalamazoo
CONTACT PERSON:	Bill
TELEPHONE:	269-344-3122
EMAIL ADDRESS:	
WORK PERFORMED:	

Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

EQUIPMENT LIST

Lawn Care Equipment

45- Toro 60" grandstand mowers
8- Toro 60" zero turn mowers
3- Toro 96" zero turn mower
50- Echo backpack blowers
40- Echo edgers and string trimmers

Snow Equipment Owned

2- 2022 Ford F-550 W/Plows and salt spreaders
4- 2021 Ford F-550 W/Plows and salt spreaders
6- 2022 Dodge 2500 W/Plows
2- 2021 Chevy 2500 W/Plows
4- 2021 Dodge 2500 W/Plows
9- 2020 Dodge 2500 W/Plows
2- 2020 Chevy 2500 W/Plows
3- 2020 Ford F-550 W/Plows and salt spreaders
3- 2020 Chevy 2500 W/Plows
7- 2019 Chevy 2500 W/Plows
5- 2019 Dodge 2500 W/Plows
3- 2019 Ford 550 W/Plows and salt spreaders
2- 2015 GMC 2500 W/Plow-
2015 Chevy 3500 W/Plow and salt spreader
20- 2021 Case 521 Loaders W/16' Blades
13- 2021 Case 321 Loaders W/14' Blades
2- 2021 Case 340 Skid steers W/10' Blades
4- 2021 Case 280 Skid steers W/10' Blades
11- Snowrators sidewalk machines
5- 1025r John Deere sidewalk machines
1-2025r John Deere sidewalk machine

Leased Snow Equipment ***(more equipment available if needed)***

2014 Volvo Loader W/16' Blade

2008 Komatsu Loader W/ 16' Blade

2010 John Deere Loader W/ 16' Blade

2017 John Deere Backhoe W/12' Blade

2017 CAT Skid Steer W/9' Blade

Other Equipment

2019 Nitehawk Parking Lot Sweeper

2014 Nitehawk Parking Lot Sweeper



Total Property Management
Group, LLC
P.O. Box 185
Plainwell, MI 49080

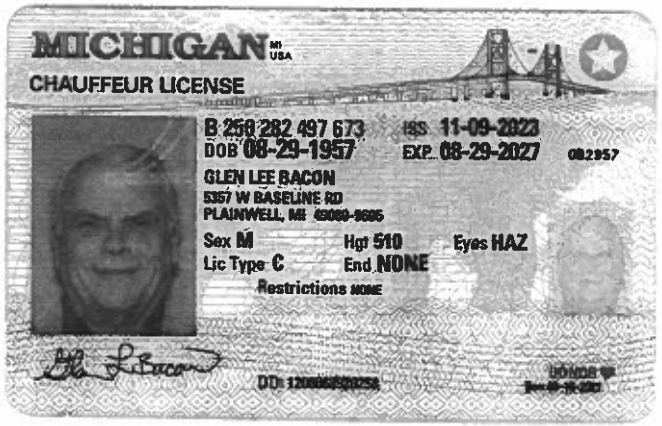
Phone: 269.217.7167
Fax/office: 269.685.4153
E-mail: tbowman@tpmgroupinc.com

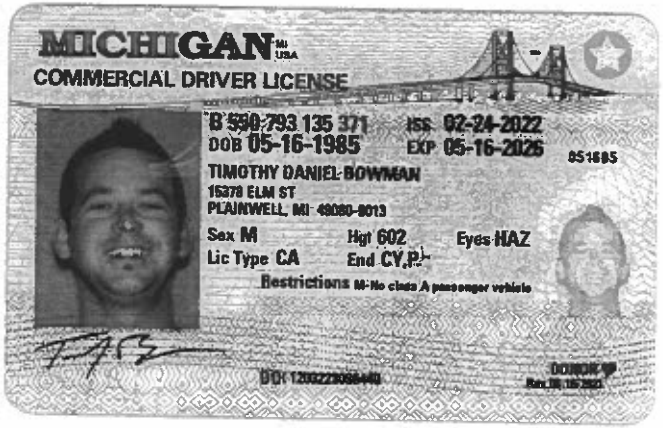
REFERENCES

Consumers Energy- (Cole)	**734.231.8903**
Ascension Health- (Dan)	**269.806.6723**
Walmart Gull Road Kalamazoo - (Store Manager Monty)	**269.373.1314**
Fibers of Kalamazoo- (Bill)	**269.344.3122**
Eenhoorn Management- (Toysa)	**616.530.0250**
Perrigo Company- (Jen)	**269.686.1867**

Current National Customers

Consumers Energy *(Statewide over 700 sites managed)*
Ascension Health *(All Borgess Hospital sites)*
Walmart
Menards
Home Depot
CBRE
Abbott Industries
Walgreens
Tru Green
Fazolis
Family Fare *(Spartan Nash)*
Department of Transportation *(MDOT Rest Areas)*


MICHIGAN MI USA
CHAUFFEUR LICENSE
B 250 282 497 673
DOB 08-29-1957
ISS 11-09-2023
EXP 08-29-2027
082957
GLEN LEE BACON
5357 W BASELINE RD
PLAINWELL, MI 49080-9695
Sex M
Hgt 510
Eyes HAZ
Lic Type C
End NONE
Restrictions NONE
DD: 120082250258
DONOR


MICHIGAN MI USA
COMMERCIAL DRIVER LICENSE
B 590 793 135 371
DOB 05-16-1985
ISS 02-24-2022
EXP 05-16-2026
051685
TIMOTHY DANIEL BOWMAN
15378 ELM ST
PLAINWELL, MI 49080-8013
Sex M
Hgt 602
Eyes HAZ
Lic Type CA
End CY,P,
Restrictions M-No class A passenger vehicle
DD: 120223058440
DONOR

TOTAPRO-02 CSTANGL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/27/2024

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 The Nulty Agency, Inc. 5579 Stadium Drive Kalamazoo, MI 49009	CONTACT NAME: certs@nulty.com PHONE (A/C, No, Ext): (269) 372-9200 FAX (A/C, No): (269) 372-9290 E-MAIL ADDRESS: certs@nulty.com
INSURED Total Property Management Group, LLC PO Box 185 633 11th Street Plainwell, MI 49080	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Grange Insurance Company — 11136 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			CPP2841873	8/29/2023	8/29/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			CA 2841874	8/29/2023	8/29/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CUP2841877	8/29/2023	8/29/2024	EACH OCCURRENCE AGGREGATE $	$ 2,000,000 $ 2,000,000 $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCP2841876	8/29/2023	8/29/2024	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000
A	Hired Auto			CA 2841874	8/29/2023	8/29/2024	Physical Damage	115,000

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

CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

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

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NULTY
INSURANCE

August 18, 2023

Total Property Management Group, LLC
PO Box 185
633 11th Street
Plainwell, MI 49080

Re: Experience Modification Rating (EMR)

As the agent for Total Property Management Group, LLC, this information is being provided relative to their Workers Compensation policy. The Experience Modification Rating for the 2023 term with Grange Insurance Company is 1.00. This mod will expire on 8/29/2024. Below is a list of previous years:

2022-2023	1.00
2021-2022	1.43
2020-2021	1.00

Should you have any questions regarding this, please contact me.

Sincerely,

Sue Davidson
Account Executive

CHECKLIST FOR BID SUBMITTAL

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: in verification process _____ if you have received it.

X _____ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/28/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____

2. partnership, consisting of _____
   and _____
   under the firm name of _____

3. corporation by the name of Capital Market Ventures LLC DBA Capital Landscapes
   organized and existing under the laws of the State of Michigan
   with offices at 217 Wyoming St. Suite B Oak Park, MI 48237

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 82-2320632

(Corporate Seal, if applicable)

Name of Bidder: Capital Landscapes

Signed By: Michael Klein

Its: Michael Klein

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
1	2/20/24
2	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	57.50	7935.00
2	5,001 – 10,000 Square Feet	LOT	148	57.50	8510.00
3	10,001 – 20,000 Square Feet	LOT	17	72.00	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	112.50 per acre	112.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)				$ 18611.50	

TOTAL BID WRITTEN OUT: Eighteen Thousand Six Hundred Eleven & 50/100

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	57.50	6497.50
2	5,001 – 10,000 Square Feet	LOT	166	57.50	9545.00
3	10,001 – 20,000 Square Feet	LOT	17	72	1224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90.00	450.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	112.50 per acre	225.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	130.00 per hour	650.00
TOTAL (LINES 1-6)				18591.50 $	

TOTAL BID WRITTEN OUT: Eighteen Tousand Five Hundred Ninety One & 50/100

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	57.50	862.50
2	5,001 – 10,000 Square Feet	LOT	6	57.50	345.00
3	10,001 – 20,000 Square Feet	LOT	13	72.00	936.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	112.50 per acre	787.50
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	130.00 per hour	520.00
TOTAL (LINES 1-6)				3991.00 $	

Three Thousand Nine Hundred Ninety One & 00/100

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	57.50	6900.00
2	5,001-10,000 Square Feet	LOT	200	57.50	11500.00
3	10,0001-20,000 Square Feet	LOT	50	72.00	3600.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	90.00	1800.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	112.50 per acre	1125.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	130.00 per hour	19500.00
TOTAL (LINES 1-6)				$	44425.00

Forty Four Thousand Four Hundred Twenty Five & 00/100

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	55.00	1540.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5320.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	25.00	700.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3080.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	250.00	7000.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	200.00	5600.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	135.00	3780.00
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4900.00
9	Friendship Park	1039 Chittock St	0.2	28	25.00	700.00
10	Ganson St. Park	638 W. Ganson St.	0.4	28	25.00	700.00
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	100.00	2800.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	25.00	700.00
13	Grover Leake Park	152 E. Prospect St	0.5	28	25.00	700.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	60.00	3360.00
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	500.00	17500.00
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1820.00
17	Lions Park	1025 N. Blackstone	9.7	28	485.00	13580.00
18	Loomis Park	210 Gilbert St	14.1	35	705.00	24675.00
19	New Leaf Park	1930 Fourth Street	0.4	28	25.00	700.00
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	35.00	980.00
21	Optimist Park	933 N. West Ave	2.5	28	125.00	3500.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	25.00	700.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2380.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.00
25	William Nixon Park	400 E. North St.	12	28	600.00	16800.00
26	Withington Park	410 W. Michigan Ave.	2.0	56	100.00	5600.00
	Total Park Mowing Item numbers 1-26					
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	500.00	14,000.00
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	65.00	1820.00
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	100.00	2800.00
30	Ball Field at MLK Center	1107 Adrian St.		28	330.00	9240.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	50.00	1400.00
32	Fire Station	Prospect and Milwaukee		28	50.00	1400.00
33	Fire Station	Pleasant and Pringle		28	50.00	1400.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	50.00	1000.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					485.00 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					190.00 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					500.00 PRICE PER MOW
	Total Additional Services Item numbers 27-34				34235.00	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	165.00	330.00
36	Best Field	1304 Lewis St.	3.8	2	570.00	1140.00
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60.00	120.00
38	Bloomfield Park	1302 W. Michigan	2.2	2	330.00	660.00
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	75.00	150.00
40	Friendship Park	1039 Chittock St	0.1	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	40.00	80.00
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	150.00	300.00
43	Grover Leake Park	152 E. Prospect St	1.5	2	225.00	450.00
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	40.00	80.00
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	325.00	975.00
46	Kiwanis Park	1521 Blakely	1.1	2	165.00	330.00
47	Lions Park	1025 N. Blackstone	4	2	600.00	1200.00
48	Loomis Park	210 Gilbert St	13.4	2	2010.00	4020.00
49	New Leaf Park	1930 Fourth Street	0.4	2	40.00	80.00
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40.00	80.00
51	Optimist Park	933 N. West Ave	5	2	750.00	1500.00
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40.00	80.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	240.00	480.00
54	Under the Oaks	418 Second St.	0.1	2	40.00	80.00
55	William Nixon Park	400 E. North St.	6.8	2	340.00	680.00
56	Withington Park	410 W. Michigan Ave.	1	2	25.00	50.00
56a	Extra Fertilization at Lions Park		2		600.00	600.00
56b	Extra Fertilization at Nixon Park		2		340.00	340.00
56c	Extra Fertilization at Best Field		1		570.00	570.00
56d	Extra Fertilization at Howard Wood complex		2		325.00	325.00
	Total Park Fertilization Items 35-56d				15780.00	
EXTRAS						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	55.00	**RATE PER MAN HOUR**

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	55.00	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	55.00	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	55.00	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	55.00	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	55.00	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	55.00	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	55.00	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	55.00	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	55.00	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	55.00	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	55.00	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	55.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	55.00	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	55.00	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	55.00	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	55.00	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	55.00	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	55.00	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	55.00	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	55.00	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	55.00	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		65.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		65.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		65.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		65.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				65.00	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				65.00	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					129815.00
	Total Additional Services Item numbers 27-34					33060.00
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					12945.00
	Total Park Fertilization Items 57-78					1210.00
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					171888.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	927.50	32,462.50
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	1851.50	64,802.50

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2				97265.00	
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	8385.00	16770.00
	Total Cemetery Fertilization 3-4				16770.00	
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		55.00 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		55.00 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		55.00 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		55.00 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		55.00 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		55.00 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		55.00 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		55.00 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		55.00 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		55.00 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		55.00 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	750.00	55.00 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	750.00	55.00 RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				55	RATE PER MAN HOUR
23	Woodland Cemetery				55	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				65	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				65	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2					97,265.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4				16770.00	
	Total Extras 5-17				N/A	
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)				97265.00	

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	60.00	4800.00
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	25.00	2000.00
3	Parking Lot	3		40	50.00	2000.00
4	Parking Lot	5		40	50.00	2000.00
5	Parking Lot	6		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2000.00
7	Parking Lot	8		40	50.00	2000.00
8	Parking Lot	9		40	50.00	2000.00
9	Parking Lot	9a		40	50.00	2000.00
10	Parking Lot	14		40	50.00	2000.00
11	Parking Lot	19		40	50.00	2000.00
12	Parking Lot	20		40	50.00	2000.00
13	Parking Lot	21		40	50.00	2000.00
14	Parking Lot Art Sculpture	18		40	50.00	2000.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	50.00	2000.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	100.00	4000.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	50.00	2000.00

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	50	2000.00
	Total Downtown Mowing 1- 17A				40800.00	
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	180.00	540.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	7935.00	23805.00
	Total Fertilization 18-19				24345.00	
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	55.00 PRICE PER MAN HOUR
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	[redacted]	55.00 PRICE PER MAN HOUR
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	[redacted]	55.00 PRICE PER MAN HOUR
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		55.00 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		55.00 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park			65.00 RATE PER MAN HOUR
26	Parking Lots	Listed above			65.00 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200			65.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave			65.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave			65.00 RATE PER MAN HOUR
30	Emma Nichols Garden				65.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall					65.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				65.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				75.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				75.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				75.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				75.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				75.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring				65.00	RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall				65.00	RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A				40800.00	
	Total Fertilization 18-19				24345.00	
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)				65145.00	

Bidders Name:	Capital Landscapes
Address:	21700 Wyoming St. Suite B
City, State, Zip:	Oak Park, MI 48237
Telephone:	248-509-9109
Fax:	N/A
Email Address:	sales@Caplandscapes.com
Federal ID Number:	82-2320632
Bid Signed By:	Leanne Millitello (Print or Type)

Title:	Admin Assistant

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its Leanne Millitello

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Capital Landscapes certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Capital Landscapes understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: [signature]
(Signature)

By: Admin Assist.
(Title)

21700 Wyoming St. Suite B
Address

Oak Park
City

MI 48237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Capital Landscapes

ADDRESS: 21700 Wyoming St. Suite B
Oak Park, MI 48237

SIGNED BY:

TITLE: Admin Assist.

DATE: 2/28/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/28/24

By: Capital Landscapes
(Bidder's Name)

By: _____
(Signature)

By: Admin. Assit.
(Title)

21700 Wyoming St. Suite B
Address

Oak Pavers
City

MI 48237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Oakland)

Michael Klein, being first duly sworn, deposed and says that:

1. He is CEO of, Capital landscapes the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/28/24 By: Capital landscapes
(Company)

By: CEO
(Title)

Subscribed and sworn to before me, a Notary Public, this 28 day of February, 2024.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Notary Public, Oakland County,
My commission expires: July 15, 2027

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

no subcontractors will be used.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Leanne Millitello an authorized representative of Capital Landscapes am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/28/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name Leanne Millitello	Company Capital Landscapes
Telephone 248-509-9109	Email Address Leanne M1@caplandscapes

Contract or matter pending with the City:

_____

_____

I, Leanne Millitello, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024,
By Michael Klein.

ABRAHAM AARON SNIDER
NOTARY PUBLIC - MICHIGAN
OAKLAND COUNTY
ACTING IN THE COUNTY OF Oakland
MY COMMISSION EXPIRES July 15, 2027

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Leanne Millitello Admin. Assist
Name and Title of Authorized Representative

Capital Landscapes
Name of Participant Agency or Firm

Signature of Authorized Representative 2/28/24
Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

17 vehicles ranging from F150's to F650's (pickup, flatbed, dump)

21 trailers ranging from 5'x10' to 7'6"x22' (enclosed utility, flatbed, dump)

28 Echo String trimmers

11 Echo Edgers

32 Echo Backpack Blowers

Tablet devices

Jobber - software system

14 - 32" mowers - exmark

7 - 48" mowers - scag/exmark

8 - 61" mowers - scag

12 - 72" mowers - exmark

6 - 20" Push mowers

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

1 - 12' Toro mower tractor

All necessary safety equipmeng

1 - bobcat 60" brush cut

1 - Skidsteer attachment 52" brush cutter and machine

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Capital Landscapes
2. Established: Year 2016 Number of Employees 34
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Southfield Chore Program
CONTACT PERSON:	Denise Glinz
TELEPHONE:	248-796-4178
EMAIL ADDRESS:	dglinz@cityofsouthfield.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 2	
NAME:	Congregation Shaarey Zedek
CONTACT PERSON:	Ron Duncan
TELEPHONE:	248-357-5548
EMAIL ADDRESS:	rduncan@shaarayzedek.com
WORK PERFORMED:	Maintenance Services

REFERENCE NO. 3	
NAME:	Stella's Marketplace LLC
CONTACT PERSON:	Brian Tomina
TELEPHONE:	248-755-7180
EMAIL ADDRESS:	btomina@gmail.com
WORK PERFORMED:	Maintenance & Landscape Services

REFERENCE NO. 4	
NAME:	Carnegie Park
CONTACT PERSON:	Blake Little
TELEPHONE:	815-990-6300
EMAIL ADDRESS:	blittle@rockwellproperty.com
WORK PERFORMED:	Landscaping and Hardscaping

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Capital Landscapes
ADDRESS:	21700 wyoming st suite B
CITY, STATE, ZIP:	Oak Park MI 48237
TELEPHONE:	248 509 9109
OFFICERS:	
President: Michael Klein	Email Address: michaelK@caplandscapes.com
Vice President: "	Email Address: "
Secretary: "	Email Address: "
Treasurer: "	Email Address: "

CRITERIA 2:	
How many years has your organization been in business under your present firm name? 8	
PARENT COMPANY NAME:	Capital Market Ventures LLC
STREET ADDRESS:	21700 wyoming st Suite B
CITY, STATE, ZIP CODE:	Oak Park MI 48237
UNDER CURRENT MANAGEMENT SINCE (DATE):	2016 (since open)

CRITERIA 3:

State and local licenses and license numbers held by your organization:

~~n/a~~

3A
3B
6
7A
7F
5

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

n/a

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. n/a

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. n/a

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☒ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☒ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☒ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name: Doeren Mayhew	Insurance group
Type of Coverage:	GL, Auto, Umbrella, WC, Equipment
Telephone:	248 290 0650

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☒

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

n/a

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

Yes

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Yes

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

n/a

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

michael - owner - 14 years of landscape experience
branden - manager - 21 years of landscape experience
Leanne - admin - 14 years of landscape experience
our staff generally have 5 - 20 years of experience

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

attached

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Yes

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☒ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☒ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

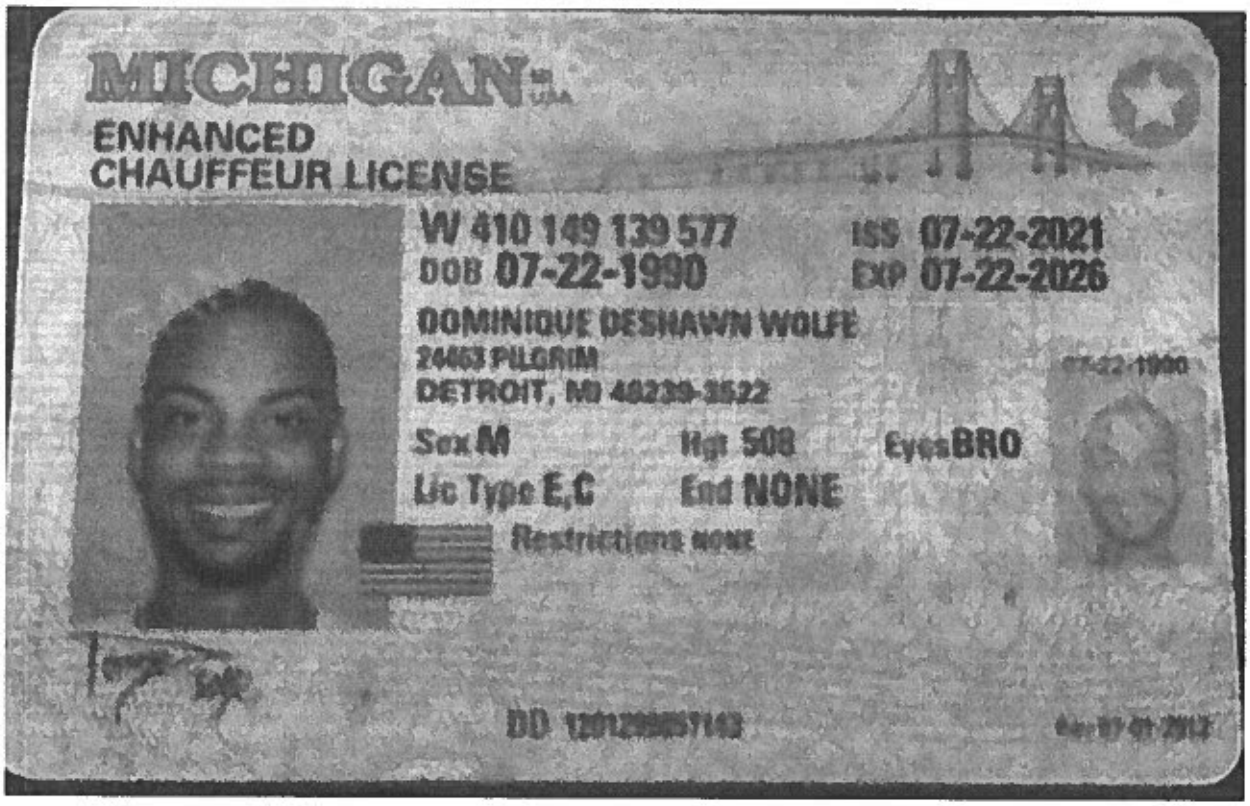
CRITERIA 29:

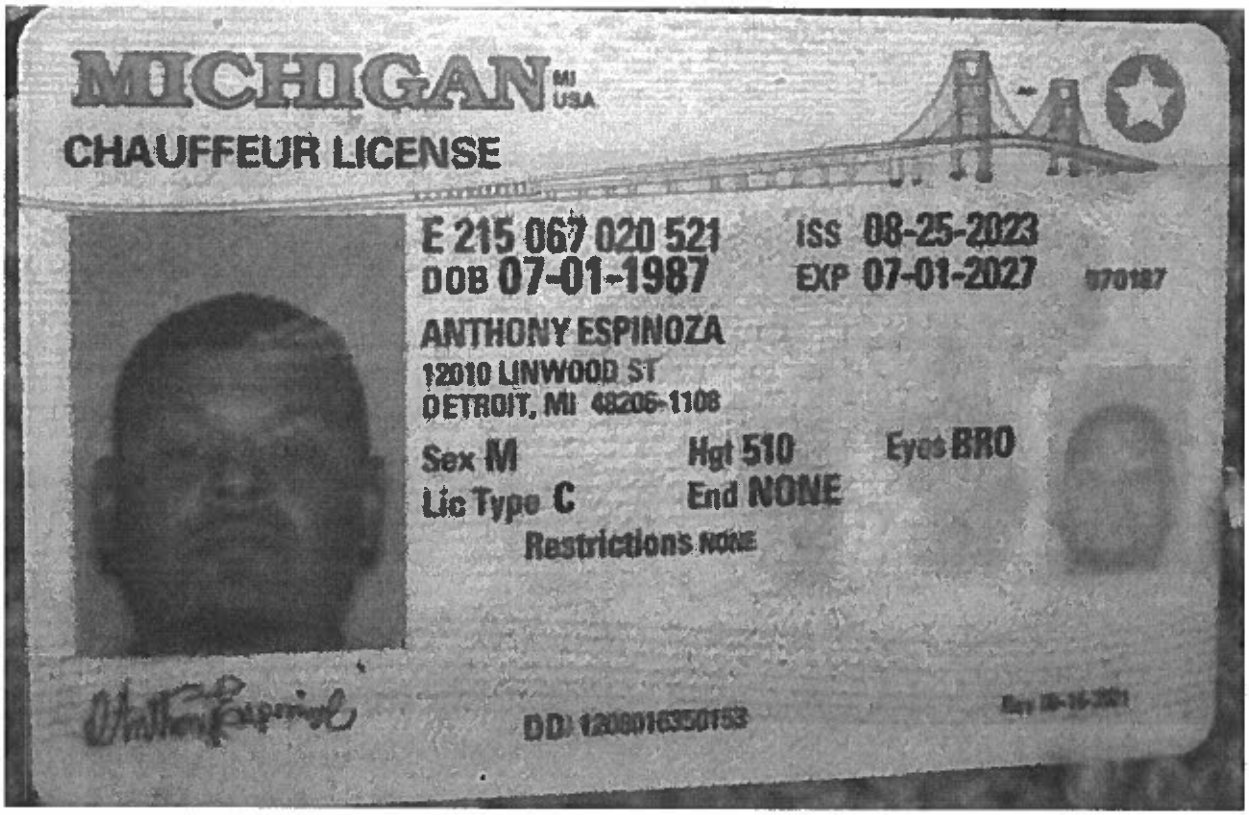
Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Print Firm Name/Principal

Signature/Principal

Date


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
W 410 149 139 577
ISS 07-22-2021
DOB 07-22-1990
EXP 07-22-2026
DOMINIQUE DESHAWN WOLFE
24463 PILGRIM
DETROIT, MI 48239-3522
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
DD


MICHIGAN MI USA
CHAUFFEUR LICENSE
E 215 067 020 521
DOB 07-01-1987
ISS 08-25-2023
EXP 07-01-2027
ANTHONY ESPINOZA
12010 LINWOOD ST
DETROIT, MI 48206-1108
Sex M
Hgt 510
Eyes BRO
Lic Type C
End NONE
Restrictions NONE
DD 120801635015

As part of our commitment to fair labor practices and compliance with employment laws, we affirm that workers engaged by our company will not be misclassified as independent contractors. We adhere to all relevant regulations and guidelines governing employment classification, ensuring that workers receive the appropriate legal protections, benefits, and entitlements commensurate with their employment status. Our company values transparency, fairness, and accountability in all aspects of our operations, including the classification of workers, and we remain dedicated to upholding these principles at all times.

Capital Landscapes

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/14/2024

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
Doeren Mayhew Insurance Group
305 West Big Beaver Rd.
Suite 102
Troy MI 48084

CONTACT NAME: Susan Habba
PHONE (A/C, No, Ext): (248) 290-0650 **FAX (A/C, No):** (248) 290-0654
E-MAIL ADDRESS: shabba@doereninsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Auto-Owners	18988
INSURER B: The Hartford	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Capital Market Ventures LLC
DBA: Capital Landscapes
21700 Wyoming St Suite B
Oak Park MI 48237

COVERAGES **CERTIFICATE NUMBER:** CL2311811639 **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	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			04177339	11/17/2023	11/17/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			04177339	11/17/2023	11/17/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION $ 10,000			54-177339-01	11/17/2023	11/17/2024	EACH OCCURRENCE AGGREGATE $	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		35WECAV7DML	01/10/2024	01/10/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Contractors Equipment Hired Auto Physical Damage			04177339	11/17/2023	11/17/2024	Contractors Equipment Rented/Leased Hired Physical Damage	 $110,000 $200,000

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

CERTIFICATE HOLDER
The Heights of Southfield Princeton Management
26600 Telegraph Rd, Ste 200
Southfield MI 48033

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

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Quality Assurance Program for Capital Landscapes:

Establish Clear Quality Standards: Capital Landscapes will define and maintain specific quality standards for each aspect of its landscaping services, including lawn maintenance, landscape design, hardscaping, and snow removal.

Document Procedures and Processes: We will document detailed procedures and processes for all key tasks and activities involved in delivering landscaping services. This documentation will include step-by-step instructions, checklists, and guidelines for employees to follow.

Training and Education: Capital Landscapes will provide comprehensive training and education to all employees to ensure they understand and adhere to the established quality standards. Training programs will cover topics such as landscaping techniques, safety protocols, and customer service.

Regular Inspections and Audits: We will conduct regular inspections and audits of completed landscaping projects to assess compliance with quality standards. Qualified personnel will perform these inspections independently of the project teams.

Corrective and Preventive Actions: Capital Landscapes will implement a robust system for addressing any non-conformities identified during inspections or audits. This system will include procedures for taking corrective action to resolve immediate issues and preventive action to prevent recurrence.

Customer Feedback and Satisfaction Surveys: We will actively seek feedback from customers on their satisfaction with our landscaping services. Customer feedback will be collected through surveys, reviews, and direct communication channels, and used to identify areas for improvement.

Continuous Improvement: Capital Landscapes is committed to a culture of continuous improvement. We will encourage employees to contribute ideas for enhancing quality, efficiency, and customer satisfaction. Regular reviews and updates of our quality standards and processes will be conducted to incorporate best practices and industry trends.

Supplier Quality Management: We will ensure that our suppliers and vendors meet our quality standards by implementing a supplier quality management program. This program will include processes for evaluating and selecting suppliers, monitoring supplier performance, and addressing any quality issues that arise.

Quality Metrics and Key Performance Indicators (KPIs): Capital Landscapes will establish quality metrics and KPIs to measure the performance of our Quality Assurance Program. These metrics

may include client satisfaction ratings, project completion rates, and adherence to project timelines and budgets.

Management Review: Our management team will conduct regular reviews of the Quality Assurance Program to evaluate its effectiveness and identify opportunities for improvement. Management will be actively involved in setting quality objectives, reviewing performance against those objectives, and making strategic decisions to enhance quality and customer satisfaction.

By implementing this comprehensive Quality Assurance Program, Capital Landscapes will ensure that we consistently deliver high-quality landscaping services that meet or exceed customer expectations.

1. Denise Glinz
   City of Southfield Chore Program
   26000 Evergreen Rd. Southfield, MI 48076
   248-796-4178
   dglinz@cityofsouthfield.com

2. Ron Duncan
   Congregation Shaarey Zedek
   27375 Bell Rd. Southfield MI 48034
   248-357-5548
   rduncan@shaareyzedek.com

3. Brina Tomina
   Stellas Marketplace, LLC
   2485 Coolidge Ave. Berkeley MI 48072
   248-755-7180
   btomina@gmail.com

4. Blake Little
   Carnegie Park
   26601 West Carnegie Park Dr.
   Southfield, MI 48034
   815-990-6300
   blittle@rockwellproperty.com

95K

CHECKLIST FOR BID SUBMITTAL

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: R2UJQR57V4Y3 if you have received it.

✓ NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 2/22/24

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of Jeffrey Eccleton
   and Jemi Eccleton
   under the firm name of Picture Perfect Lawn Care, LLC
3. corporation by the name of _____
   organized and existing under the laws of the State of _____
   with offices at _____
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 90-085-7676

(Corporate Seal, if applicable)

Name of Bidder: Picture Perfect Lawn Care, LLC

Signed By: Jeffrey Eccleton

Its: Co-owner

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
one (1)	2/20/24
Two (2)	2/27/24

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

2/20/24
Jeff Eaton

CITY OF
JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 27, 2024

ADDENDUM NO. 2

2024 MOWING PACKAGES

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. The Responsible Contractor Paperwork **IS NOT REQUIRED** for this contract. After checking with the City Attorney, it will not be a requirement and you do not have to submit it with your bid. This refers to the Responsible Contractor Paperwork on pages P 43 of 51 through Page 51 of 51.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	50.00	6,900.-
2	5,001 – 10,000 Square Feet	LOT	148	60.00	8,880.-
3	10,001 – 20,000 Square Feet	LOT	17	70.00	1,190.-
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	90.00	180.-
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	95.00	95.-
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125.00	625.-
TOTAL (LINES 1-6)				$	17,870.-

TOTAL BID WRITTEN OUT: Seventeen Thousand, Eight hundred, Seventy Dollars

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	50 00	5,650 -
2	5,001 – 10,000 Square Feet	LOT	166	60 00	9,960 -
3	10,001 – 20,000 Square Feet	LOT	17	70 00	1,190 -
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	90 00	450 -
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	95 00	190 -
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	125 00	625 -
TOTAL (LINES 1-6)				$	18,065 00

OK

TOTAL BID WRITTEN OUT: Eighteen Thousand, Sixty Five Dollars

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	50.00	750.00
2	5,001 – 10,000 Square Feet	LOT	6	60.00	360.00
3	10,001 – 20,000 Square Feet	LOT	13	70.00	910.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	95.00	665.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	125.00	500.00
TOTAL (LINES 1-6)				$	3725.00

TOTAL BID WRITTEN OUT: Three Thousand, Seven Hundred Twenty Five Dollars

OK

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120		No
2	5,001-10,000 Square Feet	LOT	200		No
3	10,0001-20,000 Square Feet	LOT	50		No
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20		No
5	Over 43,561 Square Feet (over 1 acre)	LOT	10		No
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150		NO
TOTAL (LINES 1-6)				$	No Bid

TOTAL BID WRITTEN OUT: No Bid

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	45.00	1,260 -
2	Best Field	1304 Lewis St.	3.8	28	167.00	4,676 -
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	50.00	1,400 -
4	Bloomfield Park	1302 W. Michigan	2.2	28	110.00	3,080 -
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	50.00	1,400 -
6	Ella Sharp Park	Elmdale Road/Trail Area ALPine LAKE to W S. JACKSON ST	4.0	28	480.00	13,440 -
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	90.00	2,520 -
8	Exchange Park	300 E. Mansion St.	3.5	28	119.00	3,332 -
9	Friendship Park	1039 Chittock St	0.2	28	30.00	840 -
10	Ganson St. Park	638 W. Ganson St.	0.4	28	45.00	1,260 -
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	55.00	1,540 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	42.00	1,176 -
13	Grover Leake Park	152 E. Prospect St	0.5	28	45.00	1,260 -
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	88.00	4,928 -
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	170.00	5,950 -
16	Kiwanis Park	1521 Blakely	1.3	28	65.00	1,820 -
17	Lions Park	1025 N. Blackstone	9.7	28	133.00	3,724 -
18	Loomis Park	210 Gilbert St	14.1	35	315.00	11,025 -
19	New Leaf Park	1930 Fourth Street	0.4	28	39.00	1,092 -
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	39.00	1,092 -
21	Optimist Park	933 N. West Ave	2.5	28	45.00	1,260 -
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	43.00	1,204 -
23	Rotary Park	1413 Deyo St.	1.7	28	80.00	2,240 -

(Mowing)

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	25.00	700.-
25	William Nixon Park	400 E. North St.	12	28	214.00	5,992.-
26	Withington Park	410 W. Michigan Ave.	2.0	56	75.00	4,200.-
	Total Park Mowing Item numbers 1-26					82,411.00
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	540.00	15,120.-
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	70.00	1,960.-
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	110.00	3,080.-
30	Ball Field at MLK Center	1107 Adrian St.		28	55.00	1,540.-
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	30.00	840.-
32	Fire Station	Prospect and Milwaukee		28	35.00	980.-
33	Fire Station	Pleasant and Pringle		28	15.00	420.-

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	Included ~~0~~	~~0~~
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season				[redacted]	110⁻ PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					85⁻ PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					110⁻ PRICE PER MOW
	Total Additional Services Item numbers 27-34					23,940⁻

PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)

35	Beech Tree Park	400 Blackstone	1.1	2	45⁰⁰	90⁻
36	Best Field	1304 Lewis St.	3.8	2	40⁰⁰	80⁻
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	60⁰⁰	120⁻
38	Bloomfield Park	1302 W. Michigan	2.2	2	100⁰⁰	200⁻
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	45⁰⁰	90⁻
40	Friendship Park	1039 Chittock St	0.1	2	10⁰⁰	20⁻

Fertilization + Weed Control **PARKS AND TRAIL MOWING**

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	50 00	100 -
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	62 00	124 -
43	Grover Leake Park	152 E. Prospect St	1.5	2	45 00	90 -
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	39 00	78 -
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	140 00	280 -
46	Kiwanis Park	1521 Blakely	1.1	2	62 00	124 -
47	Lions Park	1025 N. Blackstone	4	2	140 00	280 -
48	Loomis Park	210 Gilbert St	13.4	2	140 00	280 -
49	New Leaf Park	1930 Fourth Street	0.4	2	40 00	80 -
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	40 00	80 -
51	Optimist Park	933 N. West Ave	5	2	40 00	80 -
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40 00	80 -

PARKS AND TRAIL MOWING

(Fertilization & weed control)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	60 00	120 -
54	Under the Oaks	418 Second St.	0.1	2	30 00	60 -
55	William Nixon Park	400 E. North St.	6.8	2	281 00	562 -
56	Withington Park	410 W. Michigan Ave.	1	2	75 00	150 -
56a	Extra Fertilization at Lions Park 2 Ball fields		2		100 00	200 -
56b	Extra Fertilization at Nixon Park 2 Ballfields		2		100 00	200 -
56c	Extra Fertilization at Best Field 1 Ball fields		1		100 00	100 -
56d	Extra Fertilization at Howard Wood complex 2 Ball fields		2		100 00	200 -
	Total Park Fertilization Items 35-56d					$ 3868 - OK

EXTRAS

Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR

57	Beech Tree Park	400 Blackstone	1.1	2	45 02 OK	RATE PER MAN HOUR

PARKS AND TRAIL MOWING (PARK Edging)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	45.02	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	45.02	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	45.02	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	45.02	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	45.02	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	45.02	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	45.02	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	45.02	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	45.02	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	45.02	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	45.02	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

PARK Edging

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	45.02	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	45.02	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	45.02	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	45.02	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	45.02	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	45.02	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	45.02	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	45.02	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	45.02	RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4	[redacted]	$ 75.00	RATE PER MAN HOUR

Park Irrigation

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		75.00	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritas~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		75.00	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		75.00	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		75.00	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring (This Item will Be Billed As: Product Cost Plus Rate Per Man Hour)				45.02	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26					$82,411-
	Total Additional Services Item numbers 27-34					$23,940-
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56					$ 3,868-
	Total ~~Park Fertilization~~ Items 57-78 PARK Edging- Billed per man hour					N/A
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items) Item Numbers 1-56					$110,219.00

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	$1,800	$63,000-
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	$3,600	$126,000-

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					$189,000 –
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2	200.00	400.00
	Total Cemetery Fertilization 3-4					400.00
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		45.02 **RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		45.02 **RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		45.02 **RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		45.02 **RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		45.02 RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		45.02 RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		45.2 RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		45.02 RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		45.02 RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		45.02 RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		45.02 RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		45.02 RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		45.02 RATE PER MAN HOUR
IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)				45.02	RATE PER MAN HOUR
23	Woodland Cemetery				45.02	RATE PER MAN HOUR
MISCELLANEOUS						
24	Mulching-Spring				45.02	RATE PER MAN HOUR
25	Leaf pick up-Spring and Fall				45.02	RATE PER MAN HOUR
	Total Cemetery Mowing 1-2				$ 189,000-	

CEMETERY MOWING CONTRACT * SEE Special Attachment LAST PAGE

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					$ 400.00
	Total Extras 5-17		PER-Man Hour			N/A
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					$ 189,400-

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	88.00	7,040
2	Bucky Harris Park	190 W. Michigan Ave	.01	80	45.00	3,600-
3	Parking Lot	3		40	5.00	200-
4	Parking Lot	5		40	5.00	200-
5	Parking Lot	6		40	56.00	2240-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40	50.00	2,000.-
7	Parking Lot	8		40	5.00	200.-
8	Parking Lot	9		40	5.00	200.-
9	Parking Lot	9a		40	5.00	200.-
10	Parking Lot	14		40	5.00	200.-
11	Parking Lot	19		40	5.00	200.-
12	Parking Lot	20		40	85.00	3,400.-
13	Parking Lot	21		40	5.00	200.-
14	Parking Lot Art Sculpture	18		40	43.00	1,720
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	10.00	200.-
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	30	1200.-

DOWNTOWN MOWING

(Mowing)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40	85.00	3400.-
	Total Downtown Mowing 1- 17A					$28,000.-
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	100.00	300.-
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	35.00	105.-
	Total Fertilization 18-19					$405.-
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	45.02 **PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	[redacted]	45.02 **PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	[redacted]	45.02 **PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

(Landscaping)

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		45.02 PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		45.02 PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *Irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		75.00 RATE PER MAN HOUR
26	Parking Lots	Listed above		75.00 RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		75.00 RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		75.00 RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		75.00 RATE PER MAN HOUR
30	Emma Nichols Garden			75.00 RATE PER MAN HOUR

Irrigation

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall		[redacted]			75.00 RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				75.00 RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				45.00 RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				45.00 RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				45.00 RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				45.00 RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				45.00 RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					45.00 RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					45.00 RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					$28,000
	Total Fertilization 18-19					$405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					$28,405.00

Bidders Name:	Picture Perfect Lawn Care
Address:	11400 King Rd
City, State, Zip:	Concord, MI 49237
Telephone:	517-392-1044
Fax:	N/A
Email Address:	PicturePerfect.LawnCare@yahoo.com
Federal ID Number:	90-0857676
Bid Signed By:	Jeff Eccleton Jeff Eccleton (Print or Type)

Title:	Co-Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Jeff Eccleston Its Co-Owner

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Picture Perfect Lawn Care certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Picture Perfect Lawn Care understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: [signature]
(Signature)

By: Co-Owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Picture Perfect Lawn Care

ADDRESS: 11400 King Rd
Concord, MI 49237

SIGNED BY: Jeff Eccleston

TITLE: Co-owner

DATE: 2/22/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/22/24

By: Picture Perfect Lawn Care
(Bidder's Name)

By: Jeff Eastlick
(Signature)

By: Co- owner
(Title)

11400 King Rd
Address

Concord
City

MI 49237
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

_____, being first duly sworn, deposed and says that:

1. He is Jeffrey Eccleton of, Picture Perfect Lawn Care, LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/26/24

By: Picture Perfect Lawn Care, LLC
(Company)

By: Jeffrey Eccleton Co-Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 26 day of February, 2024.

Pam Russell

Notary Public, _____ County,
My commission expires: _____

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Jackson

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

NONE

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Jeff Eccleton an authorized representative of Picture Perfect Lawn Care am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/22/24 Jeff Eccleton

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Jeff Eccleton	Picture Perfect Lawn Care
Telephone	**Email Address**
517-392-1044	Pictureperfect.Lawncare@yahoo.com

Contract or matter pending with the City:

_____

_____

I, Jeff Eccleton, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: N/A

Property interest: N/A

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

N/A

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: N/A

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: N/A

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: N/A

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

N/A

Additional information regarding any of the above:

N/A

☒ None of the above apply.

Dated: 2.26.2024

Signature

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 26 day of February, 2024
By Pam Russell

PAM RUSSELL
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires Aug. 31, 2028
Acting in the County of Jackson

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Jeffrey Eccleton CO-owner
Name and Title of Authorized Representative

Picture Perfect Lawn Care, LLC
Name of Participant Agency or Firm

Jeffrey Eccleton 2/22/24
Signature of Authorized Representative Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for <u>each</u> crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

9- Pick up TRUCKS

7- TRailers (3) Enclosed (3) Flat bed (1) DUMP TRAILER

Mowers:

(1) 104" LARGE AREA MOWER
(2) 78' OUT FRONT DECK MOWERS
(11) ZERO TURN MOWERS 42" up to 72"
(8) BACK PACK BLOWER
(9) COMMERCIAL LINE TRIMMERS
(4) MECHANICAL EDGERS
(many) HEDGE TRIMMERS, CHAIN SAWS, & HAND TOOLS Required to Complete TASKS.
(4) FERTILIZER SPREADERS
(1) 100 gallon LIQUID SPRAY TANK
(2) 30 gallon TRACTOR SPRAY TANKS
(8) BACK PACK & CARRY SPRAY TANKS
(6) PUSH MOWERS 25"
(many) SAFETY EQUIPMENT to TRANSPORT & PERFORM WORK

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

NOT REQUIRED in OUR INDUSTRY

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Picture Perfect Lawn Care, LLC
2. Established: Year 2012 Number of Employees 14
3. Type of organization: Individual ✓ Partnership ___ Corporation ___ Other LLC
4. Former name(s) if any, and year(s) in business

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	City of Jackson
CONTACT PERSON:	Kelli Hoover
TELEPHONE:	517-788-4040
EMAIL ADDRESS:	Khoover@cityofjackson.org
WORK PERFORMED:	2014 – 2023 City Mowing, Irrigation, Fertilizer Contract

REFERENCE NO. 2	
NAME:	Jackson Readiness Center
CONTACT PERSON:	Paul Drake
TELEPHONE:	517-990-1143
EMAIL ADDRESS:	Paul.j.Drake3.NFG@mail.mil
WORK PERFORMED:	Mowing National Guard Armory Cooper ST, Jackson 2017-2020 + 2023 to Present

REFERENCE NO. 3	
NAME:	Jax Naz Church
CONTACT PERSON:	Christina Bristow
TELEPHONE:	517-782-7084
EMAIL ADDRESS:	ChristinaBristow@Jaxnaz.com
WORK PERFORMED:	Mowing, Fert, Property Care

REFERENCE NO. 4	
NAME:	Pack + Ship 1405 N. West Ave.
CONTACT PERSON:	Mary Ann Magiera
TELEPHONE:	517-962-5313
EMAIL ADDRESS:	
WORK PERFORMED:	Property Care 2017 to Present

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/06/2023

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	CONTACT NAME: MICHAEL R STEIN, CIC
MICHAEL STEIN INSURANCE AGENCY 1400 ABBOT RD STE 410 EAST LANSING, MI 48823	PHONE (A/C, No, Ext): 517-333-2060 FAX (A/C, No): E-MAIL ADDRESS: mstein@fbinsmi.com
	INSURER(S) AFFORDING COVERAGE / NAIC #
	INSURER A: Farm Bureau General Insurance Company of MI / 21547
INSURED PICTURE PERFECT LAWN CARE LLC 11400 KING RD CONCORD, MI 49237	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Hired Auto Liability [X] Non-owned Auto Liability GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	N	S 3088646	04/03/2023	04/03/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	NA	N	BAP 3088721	04/03/2023	04/03/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$ see single limit
							BODILY INJURY (Per accident)	$ see single limit
							PROPERTY DAMAGE (Per accident)	$ see single limit
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WCC 3088645	03/20/2023	03/20/2024	[X] PER STATUTE [ ] 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 is an Additional Insured with form (1816) Additional Insured -- Owners, Lessees, or Contractors, in accordance with policy language.

CERTIFICATE HOLDER

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49501

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

Kay McNeilly

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ADDITIONAL INSURED - OWNERS, LESSEES, OR CONTRACTORS

This endorsement modifies insurance provided under the Business Liability section of this policy.

1. The "Persons Insured" provision is amended to include as an additional Insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for bodily injury, property damage, personal injury, or advertising injury caused, in whole or in part, by:

   (a) your acts or omissions; or

   (b) the acts or omissions of those acting on your behalf;

   in the performance of your work for that additional Insured(s).

   However:

   (a) the insurance afforded to such additional Insured only applies to the extent permitted by law; and

   (b) if coverage provided to the additional Insured is required by a contract or agreement, the insurance afforded to such additional Insured will not be broader than that which you are required by the contract or agreement to provide for such additional Insured.

2. With respect to the insurance afforded to these additional Insureds, the following additional exclusions apply:

   This insurance does not apply to bodily injury or property damage occurring after:

   (a) all work, including materials, parts, or equipment furnished in connection with such work, on the project (other than service, maintenance, or repairs) to be performed by or on behalf of the additional Insured(s) at the location of the covered operations has been completed; or

   (b) that portion of your work out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

3. With respect to the insurance afforded to these additional Insureds, the following is added to Bodily Injury and Property Damage Liability and to Premises Medical Payments:

   If coverage provided to the additional Insured is required by a contract or agreement, the most we will pay on behalf of the additional Insured is the amount of insurance:

   (a) required by the contract or agreement; or

   (b) available under the applicable limits of liability shown in the Declarations;

   whichever is less.

   This endorsement shall not increase the applicable limits of liability shown in the Declarations.

All other provisions of this policy apply.

Includes copyrighted material of Insurance Services Office, Inc., with its permission

Experience Rating

From: Allison Eccleton (allison.mroberts8@farmersagency.com)

To: pictureperfect.lawncare@yahoo.com

Date: Tuesday, February 27, 2024 at 12:39 PM EST

Hi Jemi,

Here is the response from the head of commercial underwriting in Michigan:

Picture Perfect Lawn Care LLC is a merit rated risk. This means they have not had any WC losses. The state shows it as .95 (meaning they get a 5% discount on their WC policy). The business owner can contact the Michigan WC Bureau at 734-462-9600 ext 264 for Customer Service to see if the state can provide a document showing the merit rating. The Customer Service email is service@caom.com if they would rather do that. The business will need to provide their FEIN.

Thanks,
Allison Eccleton



Allison Eccleton
Office Manager
Matthew Roberts Farmers Insurance Agency
89 W Chicago St. Ste 1D, Coldwater, Mi 49036
Phone: (517) 210 2370
Fax: (517) 234 4510
https://g.page/r/CVT1FeNvTyUmEAI/review

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/08/2023

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	CONTACT NAME: Matthew Roberts	
ROBERTS MATTHEW(7140K9V) 89 W CHICAGO ST COLDWATER MI 49036	PHONE (A/C, NO, EXT): 517-210-2370	FAX (A/C, NO):
	E-MAIL ADDRESS: mroberts8@farmersagent.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
PICTURE PERFECT LAWN CARE, LL 11400 KING RD CONCORD MI 49237	INSURER A: Truck Insurance Exchange	21709
	INSURER B: Farmers Insurance Exchange	21652
	INSURER C: Mid Century Insurance Company	21687
	INSURER D: Fire Insurance Exchange	21660
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME 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	ADDTL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea Occurrence)	$
							MED EXP (Any one person)	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$
	POLICY PROJECT LOC						GENERAL AGGREGATE	$
	OTHER:						PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
D	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: Y	N/A	N	A02187073	05/11/2023	05/11/2024	X PER STATUTE / 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)
The State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents are listed as Additional Insured on the named Insured's general liability policy.
Waiver of Subrogation applies in favor of the certificate holder on the workers compensation policy.

CERTIFICATE HOLDER

Department of Military and Veterans Affairs
Reserve Forces Support Center
3423 N. Martin Luther King Jr. Blvd, Suite 320
Lansing, MI 48906

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

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f. The City may request of any bidder evidence of experience performing the work being bid, and may require information on financial status and equipment available for the project.

g. Each bidder shall indicate on page 12 of the Proposal Forms the name, address, and a complete description of work to be performed by each subcontractor on this project. All subcontractors must be approved by the City, and must meet the same requirements of the successful bidder.

h. On contracts that have two or more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

3. ~~**BID SECURITY**: All Proposals must be accompanied by a certified check made payable to the order of the City of Jackson in the amount of 5% of the aggregate bid total. Bid bonds with authorized surety companies as sureties and of like amount may be substituted for certified checks at the option of the bidder. Such bid bonds must be run to the City of Jackson, Michigan.~~

~~All proposals submitted without bid security will be returned to the bidder unread.~~

~~The bid deposit of all except the three (3) lowest bidders will be returned within (3) days after the opening of bids. The bid deposit of the three lowest bidders will be returned within forty-eight (48) hours after Contract and required bonds have been finally approved by the City.~~

4. **EQUAL EMPLOYMENT OPPORTUNITY**: All bidders shall complete the Equal Employment Opportunity Certification, Certification of Nonsegregated Facilities, and Non-Collusion Affidavit, found in Section P of the Proposal Forms.

5. **AWARD**:

A. If the contract is over $50,000, then the City Council will be advised of the bids received and receive staff recommendations on award. Award of contract, if any, will be made to the single lowest responsible bidder for the entire scope of the project. Provided however, the City Council has the authority to reject any and all bids, and to accept or recommend the acceptance of other than the lowest responsive bid when the public interest is served thereby and such action is in the best interest of the City.

B. The City Council reserves the right to reject any and all bids and to waive minor irregularities and/or technicalities in the bids.

6. **CONTRACT**:

A. If the awarded contract is $50,000 or greater, the following bond requirements will apply:



Picture Perfect Lawncare, LLC
11400 King Rd
Concord, MI 49237

City of Jackson Mowing Contract Bid 2024

SPECIAL ATTACHMENT

Date: February 28, 2024

To whom it may concern:

In consideration of this bid package, If Picture Perfect Lawn Care is selected for the 3 items known as (1) PARKS AND TRAIL MOWING/ (2) CEMETERY MOWING and (3) DOWNTOWN MOWING, The following adjustments will be made to the cost of the Cemetery mowing Contract.

Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows.

Woodland Cemetery as Bid: $126,000.00 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the Fertilizer and Weed Control.

Mt Evergreen Cemetery as Bid $63,000.00 Annually: Will be adjusted to $1,500.00 per week for an annual total of $52,500.00

This will provide a reduction of $47,650.00 in the overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand total annually to $280,374.00 Plus the Per-man hour work as listed in the Contract.

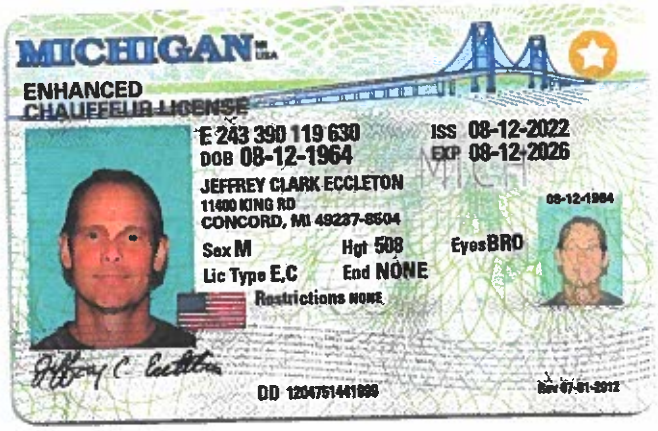
THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS PROJECT

Picture Perfect Lawncare, LLC
Jeff & Jemi Eccleton
11400 King Rd
Concord, MI 49237
Cell: 517-392-1044 (Jeff)
Fax# N/A

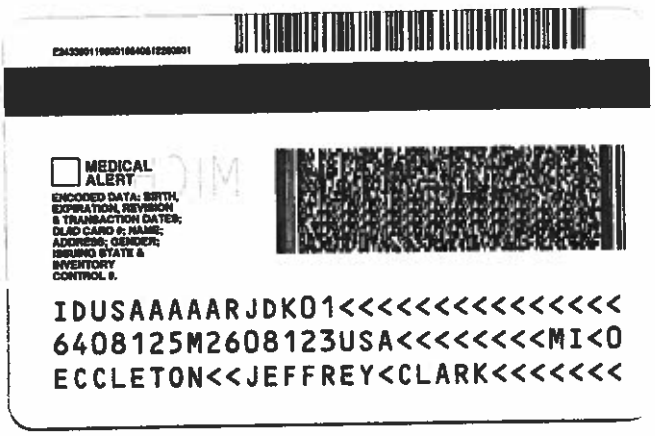
Print authorized person: Jeffrey Eccleton

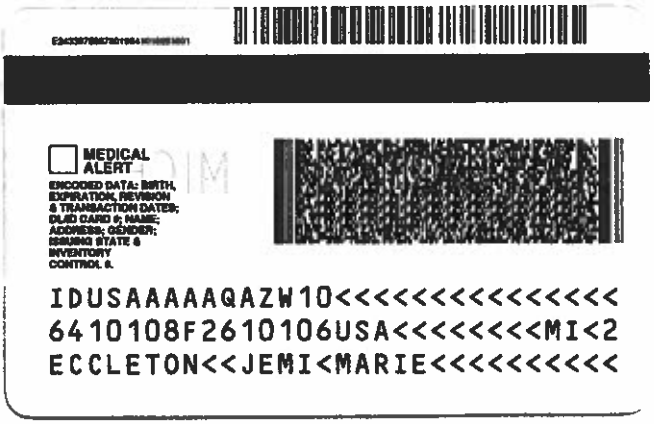
Signature of approval: Jeffrey Eccleton

Date: 2/28/24


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 390 119 630
DOB 08-12-1964
ISS 08-12-2022
EXP 08-12-2026
JEFFREY CLARK ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex M
Hgt 508
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
08-12-1964
DD 1204751441998


MICHIGAN
ENHANCED
CHAUFFEUR LICENSE
E 243 397 585 780
DOB 10-10-1964
ISS 08-08-2022
EXP 10-10-2026
JEMI MARIE ECCLETON
11400 KING RD
CONCORD, MI 49237-8504
Sex F
Hgt 504
Eyes BRO
Lic Type E,C
End NONE
Restrictions NONE
10-10-1964
DONOR
DD 1204702261440


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAARJDK01<<<<<<<<<<<<<<<
6408125M2608123USA<<<<<<<<MI<0
ECCLETON<<JEFFREY<CLARK<<<<<<<


MEDICAL ALERT
ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLAD CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.
IDUSAAAAAQAZW10<<<<<<<<<<<<<<<
6410108F2610106USA<<<<<<<<MI<2
ECCLETON<<JEMI<MARIE<<<<<<<<<<

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
DOWNTOWN MOWING										
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80	70.00	5,600.00	60.00	4,800.00	88.00	7,040.00
2	Bucky Harris Park	190 W. Michigan Ave	0.01	80	40.00	3,200.00	25.00	2,000.00	45.00	3,600.00
3	Parking Lot	3		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
4	Parking Lot	5		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
5	Parking Lot	6		40	40.00	1,600.00	50.00	2,000.00	56.00	2,240.00
6	Parking Lot	7		40	40.00	1,600.00	50.00	2,000.00	50.00	2,000.00
7	Parking Lot	8		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
8	Parking Lot	9		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
9	Parking Lot	9a		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
10	Parking Lot	14		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
11	Parking Lot	19		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
12	Parking Lot	20		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
13	Parking Lot	21		40	40.00	1,600.00	50.00	2,000.00	5.00	200.00
14	Parking Lot Art Sculpture	18		40	40.00	1,600.00	50.00	2,000.00	43.00	1,720.00
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40	40.00	1,600.00	50.00	2,000.00	40.00	1,600.00
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40	40.00	1,600.00	100.00	4,000.00	10.00	400.00
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40	40.00	1,600.00	50.00	2,000.00	30.00	1,200.00
17A	Green Space	Corner of Blackstone & Louis Glick		40	40.00	1,600.00	50.00	2,000.00	85.00	3,400.00
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)										
18	Horace Blackman	200 W. Michigan Avenue	1.2	3	75.00	225.00	180.00	540.00	100.00	300.00
19	Bucky Harris	190 W. Michigan Avenue	52.9	3	4,000.00	12,000.00	7,935.00	23,805.00	35.00	105.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
EXTRAS										
Park Edging to be performed June, August and October										
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
Landscaping (May-October)										
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month	**PRICE PER MAN HOUR**	42.00	**PRICE PER MAN HOUR**	55.00	**PRICE PER MAN HOUR**	45.02
DOWNTOWN MOWING										
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization										
Downtown IRRIGATION										

BID TABULATION
DOWNTOWN MOWING
FEBRUARY 29, 2024

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
25	Michigan Avenue	MLK Blvd-Withington Park	[redacted]		PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
26	Parking Lots	Listed above			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
27	Apartment	Lofts on Louie and The 200			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
28	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
29	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
30	Emma Nichols Garden				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
31	Behind City Hall				PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
32	Consumers Wall	Louis Glick across from Lofts			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	75.00
ORGANIC WEED CONTROL (CHEETAPRO)										
33	Horace Blackman	200 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
34	Bucky Harris	190 W. Michigan Ave			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
36	Consumers wall	Across for Lofts on Louis			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
37	Emma Nichols Garden	Michigan Ave/Next to Veritas			PRICE PER MAN HOUR	70.00	PRICE PER MAN HOUR	75.00	PRICE PER MAN HOUR	45.02
MISCELLANEOUS										
38	Mulching-Spring				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
39	Leaf pick up-Spring and Fall				PRICE PER MAN HOUR	40.00	PRICE PER MAN HOUR	65.00	PRICE PER MAN HOUR	45.02
	Total Downtown Mowing 1- 17A					34,400.00		40,800.00		28,200.00
	Total Fertilization 18-19					12,225.00		24,345.00		405.00
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					46,625.00		65,145.00		28,605.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

BID TABULATION
DOWNTOWN MOWING
FEBRUARY 29, 2024

DOWNTOWN MOWING					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
									In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as 1. Parks and Trail Mowing 2. Cemetery Mowing 3. Downtown Mowing The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows: Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control. Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00. This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC. Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.	

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY	TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202 PRICE PER MOW (B)	 ANNUAL COST FOR MOWING	CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237 PRICE PER MOW (B)	 ANNUAL COST FOR MOWING	PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237 PRICE PER MOW (B)	 ANNUAL COST FOR MOWING (A x B)	EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201 PRICE PER MOW (B)	 ANNUAL COST FOR MOWING
CEMETERIES MOWING												
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35	1,190.00	41,650.00	927.50	32,462.50	1,800.00	63,000.00	1,200.00	42,000.00
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35	2,120.00	74,200.00	1,851.50	64,802.50	3,600.00	126,000.00	1,950.00	68,250.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
CEMETERIES FERTILIZATION												
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 plus 3	2	0	-	8385.00	16,770.00	200.00	400.00	2240.00	4,480.00
	Total Cemetery Fertilization 3-4											
EXTRAS												
Park Edging to be performed June, August and October												
5	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
6	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
8	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
10	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
12	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
13	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
14	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
16	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER												
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	75.00
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization												
ORGANIC WEED CONTROL (CHEETAPRO)												
22	Mt Evergreen (Line Trimming)				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
23	Woodland Cemetery				**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
MISCELLANEOUS												

					TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201	
24	Mulching-Spring				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	85.00
25	Leaf pick up-Spring and Fall				**RATE PER MAN HOUR**	40.00	**RATE PER MAN HOUR**	65.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	90.00
	Total Cemetery Mowing 1-2					115,850.00		97,265.00		189,000.00		110,250.00
	Total Cemetery Fertilization 3-4					0		16,770.00		400.00		4,480.00
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR					115,850.00		114,035.00		189,400.00		114,730.00

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as
1. Parks and Trail Mowing
2. Cemetery Mowing
3. Downtown Mowing

The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows:

Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control.

Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00.

This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.

BID TABULATION
PARKS AND TRAIL MOWING
FEBRUARY 29, 2024

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
PARKS AND TRAIL MOWING														
1	Beech Tree Park	400 Blackstone	1.1	28	65.00	1,820.00	45.00	1,260.00	55.00	1,540.00	45.00	1,260.00	2,184.00	61,152.00
2	Best Field	1304 Lewis St.	3.8	28	190.00	5,320.00	100.00	2,800.00	190.00	5,320.00	167.00	4,676.00	5,460.00	152,880.00
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	65.00	1,820.00	40.00	1,120.00	25.00	700.00	50.00	1,400.00	1,400.00	39,200.00
4	Bloomfield Park	1302 W. Michigan	2.2	28	105.00	2,940.00	70.00	1,960.00	110.00	3,080.00	110.00	3,080.00	3,500.00	98,000.00
5	Workers Memorial Park	701 S. MLK Blvd Dr	5	28	210.00	5,880.00	175.00	4,900.00	250.00	7,000.00	50.00	1,400.00	6,944.00	194,432.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4	28	175.00	4,900.00	152.00	4,256.00	200.00	5,600.00	480.00	13,440.00	512.00	14,336.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	140.00	3,920.00	105.00	2,940.00	135.00	3,780.00	90.00	2,520.00	3,441.20	96,353.60
8	Exchange Park	300 E. Mansion St.	3.5	28	175.00	4,900.00	130.00	3,640.00	175.00	4,900.00	119.00	3,332.00	4,270.00	119,560.00
9	Friendship Park	1039 Chittock St	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	30.00	840.00	851.20	23,833.60
10	Ganson St. Park	638 W. Ganson St.	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	1,058.40	29,635.20
11	Governor Austin Blair Park	600 S. Jackson St.	2	28	105.00	2,940.00	65.00	1,820.00	100.00	2,800.00	55.00	1,540.00	2,716.00	76,048.00
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	42.00	1,176.00	30.40	851.20
13	Grover Leake Park	152 E. Prospect St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	45.00	1,260.00	97.00	2,716.00
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	65.00	3,640.00	45.00	2,520.00	60.00	3,360.00	88.00	4,928.00	67.40	3,774.40
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	350.00	12,250.00	300.00	10,500.00	500.00	17,500.00	170.00	5,950.00	393.00	13,755.00
16	Kiwanis Park	1521 Blakely	1.3	28	70.00	1,960.00	45.00	1,260.00	65.00	1,820.00	65.00	1,820.00	48.10	1,346.80
17	Lions Park	1025 N. Blackstone	9.7	28	295.00	8,260.00	300.00	8,400.00	485.00	13,580.00	133.00	3,724.00	381.90	10,693.20
18	Loomis Park	210 Gilbert St	14.1	35	490.00	17,150.00	325.00	11,375.00	705.00	24,675.00	315.00	11,025.00	54.70	1,914.50
19	New Leaf Park	1930 Fourth Street	0.4	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	39.00	1,092.00	37.80	1,058.40
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	55.00	1,540.00	40.00	1,120.00	35.00	980.00	39.00	1,092.00	48.90	1,369.20
21	Optimist Park	933 N. West Ave	2.5	28	120.00	3,360.00	70.00	1,960.00	125.00	3,500.00	45.00	1,260.00	115.50	3,234.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	43.00	1,204.00	41.50	1,162.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.00	2,380.00	45.00	1,260.00	85.00	2,380.00	80.00	2,240.00	85.90	2,405.20
24	Under the Oaks	418 Second St.	0.1	28	55.00	1,540.00	40.00	1,120.00	25.00	700.00	25.00	700.00	27.70	775.60
25	William Nixon Park	400 E. North St.	12	28	420.00	11,760.00	320.00	8,960.00	600.00	16,800.00	214.00	5,992.00	467.00	13,076.00
26	Withington Park	410 W. Michigan Ave.	2	56	105.00	5,880.00	70.00	3,920.00	100.00	5,600.00	75.00	4,200.00	97.00	5,432.00
	Total Park Mowing Item numbers 1-26					113,400.00		83,811.00		129,815.00		82,411.00		968,993.90
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)														
27	Trail System	Weatherwax-Monroe	10miles	28	625.00	17,500.00	475.00	13,300.00	500.00	14,000.00	540.00	15,120.00	2,466.66	69,066.48
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	55.00	1,540.00	75.00	2,100.00	65.00	1,820.00	70.00	1,960.00	300.00	8,400.00
29	Nixon Park Ball Diamonds **1** & **2**	400 E. North ST.		28	195.00	5,460.00	110.00	3,080.00	100.00	2,800.00	110.00	3,080.00	520.00	14,560.00
30	Ball Field at MLK Center	1107 Adrian St.		28	125.00	3,500.00	50.00	1,400.00	330.00	9,240.00	55.00	1,540.00	390.00	10,920.00
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	55.00	1,540.00	30.00	840.00	50.00	1,400.00	30.00	840.00	382.00	10,696.00
32	Fire Station	Prospect and Milwaukee		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	35.00	980.00	40.00	1,120.00
33	Fire Station	Pleasant and Pringle		28	60.00	1,680.00	30.00	840.00	50.00	1,400.00	15.00	420.00	60.00	1,680.00
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks P		20	280.00	5,600.00	50.00	1,000.00	50.00	1,000.00	INCLUDED		65.50	1,310.00
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					$105 per mow		$75 per mow		$485 per mow		$110 per mow		$520 per mow
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					$140 per mow		$60 per mow		$190 per mow		$85 per mow		$260 per mow
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					$140 per mow		$75per mow		$500 per mow		$110 per mow		$520 per mow
	Total Additional Services Item numbers 27-34					38,500.00		23,400.00		33,060.00		23,940.00		117,752.48
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)														
35	Beech Tree Park	400 Blackstone	1.1	**2**	310.00	620.00	70.00	140.00	165.00	330.00	45.00	90.00	$50 plus material	$50 plus material
36	Best Field	1304 Lewis St.	3.8	2	715.00	1,430.00	300.00	600.00	570.00	1,140.00	40.00	80.00	$165 plus material	$330 plus material
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	235.00	470.00	50.00	100.00	60.00	120.00	60.00	120.00	$40 plus material	$80 plus material
38	Bloomfield Park	1302 W. Michigan	2.2	2	540.00	1,080.00	120.00	240.00	330.00	660.00	100.00	200.00	$105 plus material	$210 plus material
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	150.00	300.00	50.00	100.00	75.00	150.00	45.00	90.00	$45 plus material	$90 plus material
40	Friendship Park	1039 Chittock St	0.1	2	135.00	270.00	50.00	100.00	40.00	80.00	10.00	20.00	$30 plus material	$60 plus material
41	Ganson St. Park	638 W. Ganson St.	0.2	2	135.00	270.00	50.00	100.00	40.00	80.00	50.00	100.00	$35 plus material	$70 plus material
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	260.00	520.00	70.00	140.00	150.00	300.00	62.00	124.00	$60 plus material	$120 plus material
43	Grover Leake Park	152 E. Prospect St	1.5	2	385.00	770.00	90.00	180.00	225.00	450.00	45.00	90.00	$80 plus material	$160 plus material

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ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	60.00	120.00	50.00	100.00	40.00	80.00	39.00	78.00	$30 plus material	$60 plus material
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	1,100.00	3,300.00	470.00	1,410.00	325.00	975.00	140.00	420.00	$265 plus material	$795 plus material
46	Kiwanis Park	1521 Blakely	1.1	2	265.00	530.00	70.00	140.00	165.00	330.00	62.00	124.00	$65 plus material	$130 plus material
47	Lions Park	1025 N. Blackstone	4	2	775.00	1,550.00	290.00	580.00	600.00	1,200.00	140.00	280.00	$175 plus material	$350 plus material
48	Loomis Park	210 Gilbert St	13.4	2	1,400.00	2,800.00	1,000.00	2,000.00	2,010.00	4,020.00	140.00	280.00	$520 plus material	$1040 plus material
49	New Leaf Park	1930 Fourth Street	0.4	2	130.00	260.00	70.00	140.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	85.00	170.00	50.00	100.00	40.00	80.00	40.00	80.00	$42 plus material	$84 plus material
51	Optimist Park	933 N. West Ave	5	2	840.00	1,680.00	390.00	780.00	750.00	1,500.00	40.00	80.00	$210 plus material	$420 plus material
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	130.00	260.00	50.00	100.00	40.00	80.00	40.00	80.00	$40 plus material	$80 plus material
53	Rotary Park	1413 Deyo St.	1.6	2	385.00	770.00	100.00	200.00	240.00	480.00	60.00	120.00	$85 plus material	$170 plus material
54	Under the Oaks	418 Second St.	0.1	2	130.00	260.00	50.00	100.00	40.00	80.00	30.00	60.00	$30 plus material	$60 plus material
55	William Nixon Park	400 E. North St.	6.8	2	1,100.00	2,200.00	475.00	950.00	340.00	680.00	281.00	562.00	$275 plus material	$550 plus material
56	Withington Park	410 W. Michigan Ave.	1	2	295.00	590.00	70.00	140.00	25.00	50.00	75.00	150.00	$60 plus material	$120 plus material
56a	Extra Fertilization at Lions Park		2	2	500.00	1,000.00	70.00	140.00	600.00	1,200.00	100.00	200.00	$175 plus material	$350 plus material
56b	Extra Fertilization at Nixon Park		2	2	850.00	1,700.00	70.00	140.00	340.00	680.00	100.00	200.00	$275 plus material	$550 plus material
56c	Extra Fertilization at Best Field		1	1	570.00	570.00	35.00	35.00	570.00	570.00	100.00	100.00	$165 plus material	$165 plus material
56d	Extra Fertilization at Howard Wood complex		2	2	810.00	1,620.00	70.00	140.00	325.00	650.00	100.00	200.00	$265 plus material	$795 plus material
	Total Park Fertilization Items 35-56d					25,110.00		8,895.00		16,045.00		4,008.00		$6969 plus material
EXTRAS														
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR														
57	Beech Tree Park	400 Blackstone	1.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
58	Best Field	1304 Lewis St.	3.8	0	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
60	Bloomfield Park	1302 W. Michigan	2.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
62	Friendship Park	1039 Chittock St	0.1	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
63	Ganson St. Park	638 W. Ganson St.	0.2	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
66	Grover Leake Park	152 E. Prospect St	1.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
68	Kiwanis Park	1521 Blakely	1.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
69	Lions Park	1025 N. Blackstone	4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
70	Loomis Park	210 Gilbert St	13.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
71	New Leaf Park	1930 Fourth Street	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
73	Optimist Park	933 N. West Ave	5	2	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
75	Rotary Park	1413 Deyo St.	1.6	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50
76	Under the Oaks	418 Second St.	0.1	3	**RATE PER MAN HOUR**	75.00	**RATE PER MAN HOUR**	42.00	**RATE PER MAN HOUR**	55.00	**RATE PER MAN HOUR**	45.02	**RATE PER MAN HOUR**	92.50

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77	William Nixon Park	400 E. North St.	6.8	3	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	42.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
78	Withington Park	410 W. Michigan Ave.	1	3	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	42.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization														
PARK IRRIGATIONS														
79	Betsy Butterfield Park	2101 S. West Avenue	0.4		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
~~80~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~											
81	Elnora Moorman Plaza	152 E. High St.	0.5		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3											
83	Governor Austin Blair Park	600 S. Jackson St.	1		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
84	Grover Leake Park	152 E. Prospect St	1.5		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	70.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	75.00	RATE PER MAN HOUR	92.50
ROUNDABOUTS														
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	55.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
MISCELLANEOUS														
88	Mulching-Spring				RATE PER MAN HOUR	85.00	RATE PER MAN HOUR	40.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
89	Leaf pick up-Spring and Fall				RATE PER MAN HOUR	90.00	RATE PER MAN HOUR	40.00	RATE PER MAN HOUR	65.00	RATE PER MAN HOUR	45.02	RATE PER MAN HOUR	92.50
	Total Park Mowing Item numbers 1-26					$ 113,400.00		$ 83,811.00		$ 129,815.00		$ 82,411.00		$ 968,993.90
	Total Additional Services Item numbers 27-34					$ 38,500.00		$ 23,400.00		$ 33,060.00		$ 23,940.00		$ 117,752.48
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56d					$ 25,110.00		$ 8,895.00		$ 16,045.00		$ 4,008.00		$6969 plus material
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)					$ 177,010.00		$ 116,106.00		$ 178,920.00		$ 110,359.00		$ 1,086,746.38

Page IB 3 of 6, item 2h.
On contracts that have two ore more divisions, proposals that offer a percentage deduction if a single bidder is awarded more than one division, will be considered provided that the deduction is clearly identified in the proposal.

					EPM OF MICHIGAN, INC. 2840 SHIRLEY DR. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NUMBER	**PROPERTY**	**LOCATION**	**SIZE**	**ESTIMATED WEEKLY MOWS (A)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**	**PRICE PER MOW (B)**	**ANNUAL COST FOR MOWING (A x B)**

In consideration of this bid package, if Picture perfect Lawn Care is selected for the 3 items known as
1. Parks and Trail Mowing
2. Cemetery Mowing
3. Downtown Mowing

The following adjustments will be made to the cost of the Cemetery mowing contract. Upon approval and award of (Parks and Trail Mowing) and (Downtown Mowing), Picture Perfect Lawn Care LLC will reduce the Cemetery Mowing contract as follows:

Woodland Cemetery as Bid: $126,000 Annually: Will be adjusted to $2,550.00 per week for an annual total of $89,250.00 This will also include the fertilizer and weed control.

Mt. Evergreen Cemetery as bid $63,000.00 Annually: Will be adjusted to $1,500 per week for an annual total of $52,500.00.

This will provide a reduction of $47,650.00 in overall City contracts as a complete package to Picture Perfect Lawn Care, LLC.

Bringing the Grand Total annually to $280,374.00 plus the per man hour work as listed in the contract.

BID TABULATION
PRIVATE LOT MOWING
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**	**UNIT PRICE**	**TOTAL COST**
1	1-5,000 Square Feet	LOT	120	20.00	2,400.00	30.00	3,600.00	57.50	6,900.00	35.00	4,200.00	35.00	4,200.00	38.00	4,560.00
2	5,001-10,000 Square Feet	LOT	200	40.00	8,000.00	40.00	8,000.00	57.50	11,500.00	60.00	12,000.00	40.00	8,000.00	42.00	8,400.00
3	10,0001-20,000 Square Feet	LOT	50	60.00	3,000.00	50.00	2,500.00	72.00	3,600.00	75.00	3,750.00	45.00	2,250.00	43.00	2,150.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	75.00	1,500.00	60.00	1,200.00	90.00	1,800.00	85.00	1,700.00	50.00	1,000.00	50.00	1,000.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	80.00	800.00	70.00	700.00	112.50	1,125.00	100.00	1,000.00	68.00	680.00	54.00	540.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	150.00	22,500.00	90.00	13,500.00	130.00	19,500.00	75.00	11,250.00	$70 PER MAN	10,500.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$27,750 PER TWO PERSON OR $13,875 PER ONE PERSON
TOTAL (LINES 1-6)					38,200.00		29,500.00		44,425.00		33,900.00		26,630.00	$40,200 PER 2 PERSON OR $26,325 PER 1 PERSON	

BID TABULATION
CITY GROUNDS MAINTENANCE
FEBRUARY 29, 2024

				TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	15	30.00	450.00	57.50	862.50	50.00	750.00	39.00	585.00	35.00	525.00	25.00	375.00
2	5,001 – 10,000 Square Feet	LOT	6	40.00	240.00	57.50	345.00	60.00	360.00	49.00	294.00	40.00	240.00	28.00	168.00
3	10,001 – 20,000 Square Feet	LOT	13	50.00	650.00	72.00	936.00	70.00	910.00	59.00	767.00	45.00	585.00	33.00	429.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	60.00	360.00	90.00	540.00	90.00	540.00	99.00	594.00	50.00	300.00	40.00	240.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	70.00	490.00	112.50	787.50	95.00	665.00	119.00	833.00	68.00	476.00	44.00	308.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	90.00	360.00	130.00	520.00	125.00	500.00	74.00	296.00	$70 PER MAN	280.00	$185 PER 2 PERSON OR $92.50 PER PERSON	$740 PER 2 PERSON OR $370 PER PERSON
TOTAL (LINES 1-6)				2,550.00		3,991.00		3,725.00		3,369.00		2,406.00		$2,260 PER 2 PERSON OR $1,890 PER 1 PERSON	

BID TABULATION
CITY-OWNED LOT MOWING PART B - 303 LOTS
FEBRUARY 29, 2024

				INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	113	20.00	2,260.00	30.00	3,390.00	57.50	6,497.50	21.00	2,373.00	50.00	5,650.00	34.00	3,842.00	35.00	3,955.00	25.00	2,825.00
2	5,001 – 10,000 Square Feet	LOT	166	40.00	6,640.00	40.00	6,640.00	57.50	9,545.00	32.00	5,312.00	60.00	9,960.00	44.00	7,304.00	40.00	6,640.00	28.00	4,648.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	75.00	375.00	60.00	300.00	90.00	450.00	75.00	375.00	90.00	450.00	79.00	395.00	50.00	250.00	40.00	200.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	80.00	160.00	70.00	140.00	112.50	225.00	140.00	280.00	95.00	190.00	99.00	198.00	68.00	136.00	44.00	88.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70 PER MAN	700.00	$185.00 PER 2 PERSON OR $92.50 PER PERSON	$925 PER 2 PERSON OR $462 PER PERSON
TOTAL (LINES 1-6)				11,205.00		11,770.00		18,591.50		9,480.00		18,065.00		12,997.00		12,446.00		$9,247 PER 2 PERSON OR $8,784.50 PER PERSON	
					10,455.00		11,320.00		17,941.50		9,105.00		17,440.00		12,657.00		11,746.00		8,322.00

BID TABULATION
CITY-OWNED LOT MOWING PART A - 305 LOTS
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		CAPITAL MARKET VENTURES LLC DBA CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
				(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)
1	1-5,000 Square Fee	LOT	138	20.00	2,760.00	30.00	4,140.00	57.50	7,935.00	21.00	2,898.00	50.00	6,900.00	34.00	4,692.00	35.00	4,830.00	25.00	3,450.00
2	5,001 – 10,000 Square Feet	LOT	148	40.00	5,920.00	40.00	5,920.00	57.50	8,510.00	32.00	4,736.00	60.00	8,880.00	44.00	6,512.00	40.00	5,920.00	28.00	4,144.00
3	10,001 – 20,000 Square Feet	LOT	17	60.00	1,020.00	50.00	850.00	72.00	1,224.00	45.00	765.00	70.00	1,190.00	54.00	918.00	45.00	765.00	33.00	561.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	75.00	150.00	60.00	120.00	90.00	180.00	75.00	150.00	90.00	180.00	79.00	158.00	50.00	100.00	40.00	80.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	85.00	85.00	70.00	70.00	112.00	112.00	140.00	140.00	95.00	95.00	99.00	99.00	68.00	68.00	44.00	44.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	150.00	750.00	90.00	450.00	130.00	650.00	75.00	375.00	125.00	625.00	68.00	340.00	$70.00 PER MAN	$700.00	$185/PER 2 PERSON, OR 92.50 PER PERSON	$925/PER 2 PERSON OR $462.50 PER PERSON
TOTAL (LINES 1-6)				10,685.00	9,935.00	11,550.00	11,100.00	18,611.00	17,961.00	9,064.00	8,689.00	17,870.00	17,245.00	12,719.00	12,379.00	12,383.00	11,683.00	$9,204.00 PER 2 PERSON OR $8,741.00 PER PERSON	8,279.00

CITY OF JACKSON
Founded 1829

Finance Department
Purchasing Division
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4020 • Facsimile: (866) 971-2119

February 20, 2024

ADDENDUM NO. 1

2024 MOWING CONTRACTS

Notice is hereby given that the following additional information and changes shall become part of the specifications of the above referenced contract. You are to acknowledge the addenda on the Proposal Sheet.

1. New proposal pages. Changes made to the Parks and Trail Mowing, Cemetery Mowing and Downtown Mowing contracts.

END OF ADDENDUM

CHECKLIST FOR BID SUBMITTAL

X

PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

mqpnx1phlha3

SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: mqpnx1phlha3 if you have received it.

X

NOTARY SIGNATURE – Please make sure that Page P 33 of 51 and Page P 37 of 51 are notarized.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: Feb 21,2024

In compliance with your invitation for bids dated **February 20, 2024** to perform **2024**

MOWING CONTRACTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of 511 Dalton Rd Jackoson Mi 49201
   doing business as The Grounds Guys of Adrian & Jackson
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Elysian Landscape & Flatwork LLC.
   organized and existing under the laws of the State of Michigan
   with offices at 511 Dalton Rd. Jackson, Michigan 49201
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 83-4148096

(Corporate Seal, if applicable)

Name of Bidder: Zebulon Bradley

Signed By: _____

Its: _____

MARY A NIXON
Notary Public - State of Michigan
County of Jackson
My Commission Expires Oct 5, 2027
Acting in the County of Jackson

BID SHEET

DATE:

PROPOSAL FOR: 2024 MOWING CONTRACTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
Adendum no.1	2-22-2024

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

2024 CITY-OWNED LOT MOWING – PART A - 305 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	25	3450
2	5,001 – 10,000 Square Feet	LOT	148	28	4144
3	10,001 – 20,000 Square Feet	LOT	17	33	561
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	40	80
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	44	44
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	185/per2 person or 92.50 per person	925/per 2 pearson of 462.50 per person.
TOTAL (LINES 1-6)				9204.00 $	

TOTAL BID WRITTEN OUT: Nine Thousand Four Dollars and no cents.

2024 CITY OWNED LOT MOWING – PART B – 303 LOTS

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	113	25	2825
2	5,001 – 10,000 Square Feet	LOT	166	28	4648
3	10,001 – 20,000 Square Feet	LOT	17	33	561
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	40	200
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	44	88
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	185/per 2 person or 92.50 per person	925/per 2 person or 462.50 per person
TOTAL (LINES 1-6)					9247 $

TOTAL BID WRITTEN OUT: Nine Thousand two hundred forty seven dollars and no cents

2024 CITY GROUNDS MAINTENANCE

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	25	375
2	5,001 – 10,000 Square Feet	LOT	6	28	168
3	10,001 – 20,000 Square Feet	LOT	13	33	429
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	40	240
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	44	308
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	185/per 2 person 92.50 per person	$740/per 2 person or 370 per person
TOTAL (LINES 1-6)				2260 $	

two thousand two hundred sixty dollars and no cents.

TOTAL BID WRITTEN OUT:

PRIVATE LOT MOWING

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	38	4560
2	5,001-10,000 Square Feet	LOT	200	42	4200
3	10,0001-20,000 Square Feet	LOT	50	43	2150
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	50	1000
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	54	540
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	185/per 2 person or 92.50 perperson	$27750/per two person or 13875 per one person
TOTAL (LINES 1-6)				$ 40200.00	

forty thousand two hundred dollars and no cents.

TOTAL BID WRITTEN OUT:

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
PARKS AND TRAIL MOWING						
1	Beech Tree Park	400 Blackstone	1.1	28	2184	2184
2	Best Field	1304 Lewis St.	3.8	28	5460	5460
3	Betsy Butterfield Park	2101 S. West Avenue	0.5	28	1400	1400
4	Bloomfield Park	1302 W. Michigan	2.2	28	3500	3500
5	Workers Memorial Park	701 S. MLK Blvd Dr	5.0	28	6944.00	6944.00
6	Ella Sharp Park	Elmdale Road/Trail Area	4.0	28	5712.00	5712.00
7	Elnora Moorman Plaza	152 E. High St.	2.7	28	3441.2	3441.2
8	Exchange Park	300 E. Mansion St.	3.5	28	4270.00	4270.00
9	Friendship Park	1039 Chittock St	0.2	28	851.20	851.20
10	Ganson St. Park	638 W. Ganson St.	0.4	28	1058.40	1058.40
11	Governor Austin Blair Park	600 S. Jackson St.	2.0	28	2716.00	2716.00

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
12	Grand River Memorial Park	Louis Glick/Mechanic St.	0.2	28	30.4	851.2
13	Grover Leake Park	152 E. Prospect St	0.5	28	97	2716
14	Horace Blackman Park	212 W. Michigan Ave	1.2	56	67.4	3774.4
15	Howard Woods Complex	1107 Adrian St. (MLK Center)	10	35	393	13755
16	Kiwanis Park	1521 Blakely	1.3	28	48.1	1346.8
17	Lions Park	1025 N. Blackstone	9.7	28	381.9	10693.2
18	Loomis Park	210 Gilbert St	14.1	35	544.7	19064.5
19	New Leaf Park	1930 Fourth Street	0.4	28	37.8	1058.4
20	Norm Creger Park	300 S. Pleasant St.	0.7	28	48.9	1369.2
21	Optimist Park	933 N. West Ave	2.5	28	115.5	3234.00
22	Rev. George Wade Park	1100 Plymouth St	0.5	28	41.5	1162.00
23	Rotary Park	1413 Deyo St.	1.7	28	85.9	2405.20

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
24	Under the Oaks	418 Second St.	0.1	28	26.7	747.6
25	William Nixon Park	400 E. North St.	12	28	467.00	13076
26	Withington Park	410 W. Michigan Ave.	2.0	56	97	5432
	Total Park Mowing Item numbers 1-26				118222.30	
EXTRA MOWING LOCATIONS (MAY ADD TO OR DELETE FROM)						
27	Trail System	Weatherwax-Monroe	10miles	28	2466.66	$69,066.50 ~~2466.66~~
28	3 Vacant Lots near Lions Park	1025 N. Blackstone		28	300	$8400.00 ~~300~~
29	Nixon Park Ball Diamonds 1 & 2	400 E. North ST.		28	520	$14,560.00 ~~520~~
30	Ball Field at MLK Center	1107 Adrian St.		28	390	$10,920.00 ~~390~~
31	Parking lot 18 (Rose Sculpture)	Corner of Washington & Cooper		28	382	$7896.00 ~~382~~
32	Fire Station	Prospect and Milwaukee		28	40.00	$1,120.00 ~~40.00~~
33	Fire Station	Pleasant and Pringle		28	60	$1680.00 ~~60~~

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
34	W. Michigan Ave Trail	Louis Glick to Brown St./brown to Sparks Park		20	65.5	~~747.60~~ $1309.38
34a	Extra weekly mowings for 2 ballfields at Lions Park during softball and baseball season					520 PRICE PER MOW
34b	Extra weekly mowings for 1 ballfield at Best Field during softball and baseball season					260 PRICE PER MOW
34c	Extra weekly mowings for 2 ballfields at Howard Woods Complex during softball and baseball season.					520 PRICE PER MOW
	Total Additional Services Item numbers 27-34				114951.38	
PARK FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
35	Beech Tree Park	400 Blackstone	1.1	2	50+material	50+material
36	Best Field	1304 Lewis St.	3.8	2	165+material	~~165~~ $330.00 +material
37	Betsy Butterfield Park	2101 S. West Avenue	0.4	2	40+material	~~80~~ $80.00 +material
38	Bloomfield Park	1302 W. Michigan	2.2	2	105 + material	~~105~~ $210.00 + material
39	Elnora Moorman Plaza	152 E. High St.	0.5	2	45 + material	~~45~~ $90.00 + material
40	Friendship Park	1039 Chittock St	0.1	2	30 + material	~~30~~ 60.00 + material

PARKS AND TRAIL MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
41	Ganson St. Park	638 W. Ganson St.	0.2	2	35+material	70+material
42	Governor Austin Blair Park	600 S. Jackson St.	1	2	60+material	120+material
43	Grover Leake Park	152 E. Prospect St	1.5	2	80+material	160+material
44	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	2	30+material	60+material
45	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	265+material	795+material
46	Kiwanis Park	1521 Blakely	1.1	2	65+material	130+material
47	Lions Park	1025 N. Blackstone	4	2	175+material	350+material
48	Loomis Park	210 Gilbert St	13.4	2	520+material	1040+material
49	New Leaf Park	1930 Fourth Street	0.4	2	40+material	80+material
50	Norm Creger Park	300 S. Pleasant St.	0.5	2	42+material	84+material
51	Optimist Park	933 N. West Ave	5	2	210+material	420+material
52	Rev. George Wade Park	1100 Plymouth St	0.4	2	40+material	80+material

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
53	Rotary Park	1413 Deyo St.	1.6	2	85+material	170+material
54	Under the Oaks	418 Second St.	0.1	2	30+material	60+material
55	William Nixon Park	400 E. North St.	6.8	2	275+material	550+material
56	Withington Park	410 W. Michigan Ave.	1	2	60+material	120+material
56a	Extra Fertilization at Lions Park		2		175+material	350+material
56b	Extra Fertilization at Nixon Park		2		275+material	550+material
56c	Extra Fertilization at Best Field		1		165+material	165+material
56d	Extra Fertilization at Howard Wood complex		2		265+material	795+material
	Total Park Fertilization Items 35-56d				6969+materials	
EXTRAS flags, fertlizer signs fertilizer and weed herbicide chemical + any other chemical or product will be added to the labor and will be a direct cost billed to the city of jackson.						
Park Edging to be performed June, August and October. Shall be bid as RATE PER MAN HOUR						
57	Beech Tree Park	400 Blackstone	1.1	2	92.50	RATE PER MAN HOUR

PARKS AND TRAIL MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
58	Best Field	1304 Lewis St.	3.8	0	92.50	RATE PER MAN HOUR
59	Betsy Butterfield Park	2101 S. West Avenue	0.4	3	92.50	RATE PER MAN HOUR
60	Bloomfield Park	1302 W. Michigan	2.2	3	92.50	RATE PER MAN HOUR
61	Elnora Moorman Plaza	152 E. High St.	0.5	3	92.50	RATE PER MAN HOUR
62	Friendship Park	1039 Chittock St	0.1	2	92.50	RATE PER MAN HOUR
63	Ganson St. Park	638 W. Ganson St.	0.2	3	92.5	RATE PER MAN HOUR
64	Governor Austin Blair Park	600 S. Jackson St.	1	3	92.5	RATE PER MAN HOUR
65	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3	92.5	RATE PER MAN HOUR
66	Grover Leake Park	152 E. Prospect St	1.5	3	92.5	RATE PER MAN HOUR
67	Howard Woods Complex	1107 Adrian St. (MLK Center)	6.5	3	92.5	RATE PER MAN HOUR
68	Kiwanis Park	1521 Blakely	1.1	3	92.5	RATE PER MAN HOUR
69	Lions Park	1025 N. Blackstone	4	3	92.5	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
70	Loomis Park	210 Gilbert St	13.4	3	92.5	RATE PER MAN HOUR
71	New Leaf Park	1930 Fourth Street	0.4	3	92.5	RATE PER MAN HOUR
72	Norm Creger Park	300 S. Pleasant St.	0.5	3	92.5	RATE PER MAN HOUR
73	Optimist Park	933 N. West Ave	5	2	92.5	RATE PER MAN HOUR
74	Rev. George Wade Park	1100 Plymouth St	0.4	3	92.5	RATE PER MAN HOUR
75	Rotary Park	1413 Deyo St.	1.6	3	92.5	RATE PER MAN HOUR
76	Under the Oaks	418 Second St.	0.1	3	92.5	RATE PER MAN HOUR
77	William Nixon Park	400 E. North St.	6.8	3	92.5	RATE PER MAN HOUR
78	Withington Park	410 W. Michigan Ave.	1	3	92.5	RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						
PARK IRRIGATIONS						
79	Betsy Butterfield Park	2101 S. West Avenue	0.4	[redacted]	92.5	RATE PER MAN HOUR

PARKS AND TRAIL MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
~~89~~	~~Bucky Harris Park~~	~~190 W. Michigan Ave~~	~~0.1~~		LISTED IN DOWNTOWN	
81	Elnora Moorman Plaza	152 E. High St.	0.5		92.5	RATE PER MAN HOUR
~~82~~	~~Emma Nichols Garden~~	~~Michigan Ave/Next to Veritos~~	0.3		LISTED IN DOWNTOWN	
83	Governor Austin Blair Park	600 S. Jackson St.	1		92.5	RATE PER MAN HOUR
84	Grover Leake Park	152 E. Prospect St	1.5		92.5	RATE PER MAN HOUR
85	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1		92.5	RATE PER MAN HOUR
ROUNDABOUTS						
86	**Kibby: Mowing, Landscape, Weed Control and Irrigation**				92.5	RATE PER MAN HOUR
87	**S. Cooper and S. Elm Roundabout Weed Control and Irrigation**				92.5	RATE PER MAN HOUR
MISCELLANEOUS						
88	Mulching-Spring				92.5	RATE PER MAN HOUR
89	Leaf pick up-Spring and Fall				92.5	RATE PER MAN HOUR

PARKS AND TRAIL MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Park Mowing Item numbers 1-26				118222.30	
	Total Additional Services Item numbers 27-34				114951.38	
	Total Park Fertilization and Weed Control (CHEETAPRO) Items 35-56				6969+materials	
	Total Park Fertilization Items 57-78				1942.5	
	GRAND TOTAL PARKS AND TRAIL MOWING (does not include any RATE PER MAN HOUR items)				~~$240085.18~~ $242085.18	

CEMETERY MOWING CONTRACT						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
CEMETERIES MOWING						
1	Mt Evergreen Cemetery	1047 Greenwood Ave.	26.5	35		
2	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	35		

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Mowing 1-2					
CEMETERIES FERTILIZATION						
3						
4	Woodland Cemetery and turf area along Francis Street only	2615 MLK Jr. BLVD	52.9 Plus 3.0	2		
	Total Cemetery Fertilization 3-4					
EXTRAS						
Park Edging to be performed June, August and October						
5	Beech Tree Park	400 Blackstone	1.1	2		**RATE PER MAN HOUR**
6	Best Field	1304 Lewis St.	3.8	0		**RATE PER MAN HOUR**
7	Betsy Butterfield Park	2101 S. West Avenue	0.4	3		**RATE PER MAN HOUR**
8	Bloomfield Park	1302 W. Michigan	2.2	3		**RATE PER MAN HOUR**
9						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
10	Elnora Moorman Plaza	152 E. High St.	0.5	3		RATE PER MAN HOUR
11	Emma Nichols Garden	Michigan Ave/Next to Veritos	0.3	3		RATE PER MAN HOUR
12	Friendship Park	1039 Chittock St	0.1	2		RATE PER MAN HOUR
13	Ganson St. Park	638 W. Ganson St.	0.2	3		RATE PER MAN HOUR
14	Governor Austin Blair Park	600 S. Jackson St.	1	3		RATE PER MAN HOUR
15	Grand River Memorial Park	Louis Glick/Mechanic St.	0.1	3		RATE PER MAN HOUR
16	Grover Leake Park	152 E. Prospect St	1.5	3		RATE PER MAN HOUR
17						
CEMETERIES EDGING - TO BE PERFORMED JUNE, AUGUST AND OCTOBER						
18	Mt Evergreen Cemetery, sidewalk and curbs outside Cemetery	1047 Greenwood Ave.	26.5	3		RATE PER MAN HOUR
19	Woodland Cemetery	2615 MLK Jr. BLVD	52.9	3		RATE PER MAN HOUR
IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization						

CEMETERY MOWING CONTRACT

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
20						RATE PER MAN HOUR
21						RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
22	Mt Evergreen (Line Trimming)					**RATE PER MAN HOUR**
23	Woodland Cemetery					**RATE PER MAN HOUR**
MISCELLANEOUS						
24	Mulching-Spring					**RATE PER MAN HOUR**
25	Leaf pick up-Spring and Fall					**RATE PER MAN HOUR**
	Total Cemetery Mowing 1-2					

CEMETERY MOWING CONTRACT						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Cemetery Fertilization 3-4					
	Total Extras 5-17					
	GRAND TOTAL CEMETERY MOWING (does not include any RATE PER MAN HOUR items)					

DOWNTOWN MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
DOWNTOWN MOWING						
1	Horace Blackman Park	200 W. Michigan Ave	1.2	80		
2	Bucky Harris Park	190 W. Michigan Ave	.01	80		
3	Parking Lot	3		40		
4	Parking Lot	5		40		
5	Parking Lot	6		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
6	Parking Lot	7		40		
7	Parking Lot	8		40		
8	Parking Lot	9		40		
9	Parking Lot	9a		40		
10	Parking Lot	14		40		
11	Parking Lot	19		40		
12	Parking Lot	20		40		
13	Parking Lot	21		40		
14	Parking Lot Art Sculpture	18		40		
15	Consumer Brick Wall	Louis Glick (Across from the Lofts)		40		
16	Lofts on Louis Apartments & Parking Lot	209 W. Louis Glick HWY		40		
17	The 200 Apartment/Parking lot	200 N. Jackson Street		40		

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
17A	Green Space	Corner of Blackstone & Louis Glick		40		
	Total Downtown Mowing 1- 17A					
DOWNTOWN FERTILIZATION AND WEED CONTROL (CHEETAPRO)						
18	Horace Blackman	200 W. Michigan Avenue	1.2	3		
19	Bucky Harris	190 W. Michigan Avenue	52.9	3		
	Total Fertilization 18-19					
EXTRAS						
Park Edging to be performed June, August and October						
20	Bucky Harris Park	190 W. Michigan Ave	0.1	3	[redacted]	**PRICE PER MAN HOUR**
21	Emma Nichols Garden	Michigan Ave/Next to Veritas	0.3	3		**PRICE PER MAN HOUR**
22	Horace Blackman Park	212 W. Michigan Ave	1.2	3		**PRICE PER MAN HOUR**
Landscaping (May-October)						

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
23	Butterfly Gardens	Throughout downtown	28 spots	1 a month		PRICE PER MAN HOUR
24	Downtown landscape weeding	Parks and Michigan Ave		1 a month		PRICE PER MAN HOUR

DOWNTOWN MOWING

IRRIGATION SERVICES - *irrigation should include price of Startup, Monthly check up, adjustments as needed and Winterization

Downtown IRRIGATION

25	Michigan Avenue	MLK Blvd-Withington Park		RATE PER MAN HOUR
26	Parking Lots	Listed above		RATE PER MAN HOUR
27	Apartment	Lofts on Louie and The 200		RATE PER MAN HOUR
28	Horace Blackman	200 W. Michigan Ave		RATE PER MAN HOUR
29	Bucky Harris	190 W. Michigan Ave		RATE PER MAN HOUR
30	Emma Nichols Garden			RATE PER MAN HOUR

DOWNTOWN MOWING

ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
31	Behind City Hall		[redacted]			RATE PER MAN HOUR
32	Consumers Wall	Louis Glick across from Lofts				RATE PER MAN HOUR
ORGANIC WEED CONTROL (CHEETAPRO)						
33	Horace Blackman	200 W. Michigan Ave				RATE PER MAN HOUR
34	Bucky Harris	190 W. Michigan Ave				RATE PER MAN HOUR
35	Apartment landscape and parking lots	Lofts, The 200 & Albert Kohn				RATE PER MAN HOUR
36	Consumers wall	Across for Lofts on Louis				RATE PER MAN HOUR
37	Emma Nichols Garden	Michigan Ave/Next to Veritas				RATE PER MAN HOUR
MISCELLANEOUS						
38	Mulching-Spring					RATE PER MAN HOUR
39	Leaf pick up-Spring and Fall					RATE PER MAN HOUR

DOWNTOWN MOWING						
ITEM NUMBER	PROPERTY	LOCATION	SIZE	ESTIMATED WEEKLY MOWS (A)	PRICE PER MOW (B)	ANNUAL COST FOR MOWING (A x B)
	Total Downtown Mowing 1- 17A					
	Total Fertilization 18-19					
	GRAND TOTAL DOWNTOWN MOWING (does not include RATE PER MAN HOUR items)					

Bidders Name:	Elysian Landscape & Flatwork LLC. Zebulon F. Bradley
Address:	511 Dalton Rd
City, State, Zip:	Jackson, MI 49201
Telephone:	517-937-9417
Fax:	
Email Address:	zeb.bradley@gmail.com
Federal ID Number:	83-4148096
Bid Signed By:	Print or Type

Title:	Owner

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By_____ Its_____

CONTRACT COMPLIANCE

DATE: February 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

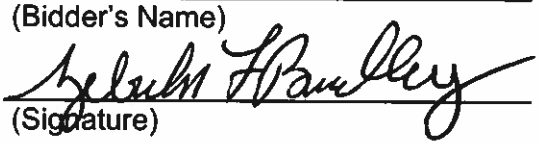
Zebulon Bradley/Elysian Lai certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Zebulon Bradley/Elysian Lai understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 2/22/2024

By: Zebulon F. Bradley
(Bidder's Name)

By: 
(Signature)

By: Owner
(Title)

511 Dalton Rd
Address

Jackson
City

MI 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Zebulon F. Bradley/Elysian Landscape & Flatwork LLC.

ADDRESS: 511 Dalton Rd
Jackson, MI 49201

SIGNED BY: Zebulon F Bradley

TITLE: Owner

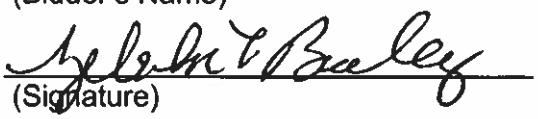
DATE: 2/22/2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 2/22/2024

By: Zebulon F. Bradley/Elysian Landscape & Flatwork LLC.
(Bidder's Name)

By: 
(Signature)

By: Owner
(Title)

511 Dalton Rd
Address

Jackson
City

MI 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Zebulon F. Bradley, being first duly sworn, deposed and says that:

1. He is _____ of, _____ the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 2/22/2024

By: Zebulon F. Bradley Elysian Landscape & Flatwork LLC.
(Company)

By: Owner
(Title)

Subscribed and sworn to before me, a Notary Public, this 23RD day of February, 20 24.

Mary A. Nixon

Notary Public, Jackson County,
My commission expires: 10-5-2027

MARY A NIXON
Notary Public - State of Michigan
County of Jackson
My Commission Expires Oct 5, 2027
Acting in the County of JACKSON

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SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Zebulon F. Bradley an authorized representative of Elysian Landscape & Flatwork LLC. am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 2/22/2024



Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Zebulon F. Bradley	Elysian Landscape & Flatwork LLC.
Telephone	Email Address
517-*937-9417	zeb.bradley@gmail.com

Contract or matter pending with the City:

_____

_____

I, Zebulon F. Bradley, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated: 2-23-2024

Signature

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me this 23RD day of February, 2024
By Mary A. Nixon

MARY A NIXON
Notary Public - State of Michigan
County of Jackson
My Commission Expires Oct 5, 2027
Acting in the County of Jackson

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Zebulon F. Bradley

Name and Title of Authorized Representative

Elysian Landscape & Flatwork LLC.

Name of Participant Agency or Firm

Zebulon F Bradley 2/22/2024

Signature of Authorized Representative Date

☐ am unable to certify to the above statement. Attached is my explanation.

REQUIRED INFORMATION

IF THESE ITEMS ARE LEFT BLANK, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE AND NOT READ

EQUIPMENT LIST

Contractor shall submit to the City a detailed list of all equipment available for use on this contract. Please provide extra sheets if necessary.

The Contractor shall have the following equipment available in sufficient quantity to outfit a minimum of two 2-man crews, to complete the contract in the time limit specified. All equipment licensed for use on public streets shall have the company name clearly displayed at all times.

EQUIPMENT LIST FOR 2024 CITY OWNED LOT MOWING – PART A, 2024 CITY OWNED LOT MOWING – PART B, 2024 PRIVATE LOT MOWING, 2024 CITY GROUNDS MAINTENANCE

A. Pickup truck and trailer as necessary for each crew to carry equipment to and from properties and carry away grass and debris.
B. Low profile tractor with adequate horsepower to operate attached mower in conditions of three (3) foot high grass and weeds. Tractor shall be of size and maneuverability to allow mowing on lots of residential size with significant obstacles.
C. Commercial grade gas powered nylon string trimmer.
D. Push Mower
E. All incidental hand tools to include but not limited to: broom, rakes, saws and loppers capable of cutting 3" diameter brush.
F. Camera capable of taking digital photographs. Each crew shall have a camera. Camera should automatically date the photo.
G. Owner, crew leader or other person designated in charge shall have at all times, a cellular phone available so City Representative may contact him/her at all times while work on this contract is in process.
H. Brush hog rotary or flail mowers mountable on a three-point hitch which is capable of cutting a minimum four (4) foot width or approved equal needs to be available to the contractor in the event it is warranted for a property.

EQUIPMENT LIST FOR 2024 PARKS, CEMETERY AND DOWNTOWN MOWING AND IRRIGATION

A. Zero turn mower, or equivalent, with a 60" deck minimum with turf tires
B. 72" front deck mowers, with turf tires
C. Out-front rotary, or equivalent, with a 60" deck minimum with turf tires
D. Walk-behind, self-propelled rotary mowers without sulkies, with a mowing deck no larger than 60"
E. Trim push mower not to exceed 25" in effective cutting deck
F. Blowers, either back-pack or hand-held units
G. Mechanical trimming machines such as weed whips
H. Vehicle(s) capable of pulling a lawn/landscape trailer carrying equipment
I. All safety equipment (chains, binders, bungy cords) necessary to \transport mowing equipment safely that is hauled on trailers

J. Properly licensed vehicles and equipment with contractor information legible on the vehicle.

6x Lesco Back Pack Sprayers, 2x 16ft Dual Axel Dump

5x Walk Behind Spreaders, 1 Toro Ride on Spreader Sprayer

1. 2015 RAM 2500 3/4 TON PICK-UP, 2018 CHEVY 3/4 TON PICK-UP, 2012 GMC

2. 2x 3200Z/61 Ferris, 2100Z 61 Ferris, 2x SRS 52Z,

3x Wright Atom 72, 3x FW 1532, 3x MTD 21 Mowers

8 Stihl RES 65 10in 4 Stihl HLA 10, Trimmers

2x 14 Dual Axel Trailer, 1x 18 Dual Axel Trailer

1x 22 Dual Axel Trailer, 2x 124ZE 4500 Leaf Sweeper Trailer

MUST PROVIDE PROOF OF CHAUFFEURS LICENSE (ATTACH COPY) MUST BE MINIMUM OF TWO DRIVERS

REFERENCES

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Elysian Landscape & Flatwork LLC.
2. Established: Year 2019 Number of Employees 10/14
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

DBA " The Grounds Guys of Adrian & Jackson LLC.

Please provide three (3) commercial references. Must include name, contact person, telephone number, email address and detailed description of work performed. 2024 City Owned Lot Mowing – Part A, 2024 City Owned Lot Mowing – Part B, 2024 Private Lot Mowing, 2024 City Grounds Maintenance contracts the Contractor shall have a minimum of two (2) years' experience in conducting similar mowing operations. For the 2024 Parks and Trail Mowing, Cemetery Mowing And Downtown Mowing And Irrigation contracts the Contractor shall have at least five (5) years of experience providing commercial mowing and irrigation contract services with Parks, Downtown Landscape and Cemeteries and four (4) commercial professional references.

REFERENCE NO. 1	
NAME:	Superior Industrial Sales & Service
CONTACT PERSON:	Dorothy Bradley
TELEPHONE:	517-206-6142
EMAIL ADDRESS:	DHBradley@gmail.com
WORK PERFORMED:	Landscaping and Lot Clearing and Mowing.

REFERENCE NO. 2	
NAME:	Cabinetworks Group LLC.
CONTACT PERSON:	Hery Blake
TELEPHONE:	1-734-718-5670
EMAIL ADDRESS:	HENRYBLAKE@CABINETWORKSGROUP.COM
WORK PERFORMED:	Landscaping, and mow service

REFERENCE NO. 3	
NAME:	Diane Hacker
CONTACT PERSON:	Diane Hacker
TELEPHONE:	517-769-2452
EMAIL ADDRESS:	N/A
WORK PERFORMED:	Landscaping, brush removal, and lot mowing

REFERENCE NO. 4	
NAME:	City of Jackson DPW
CONTACT PERSON:	
TELEPHONE:	
EMAIL ADDRESS:	
WORK PERFORMED:	Private Lot Mowing

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Elysian Landscape & Flatwork LLC.
ADDRESS:	511 Dalton Rd
CITY, STATE, ZIP:	Jackson, MI 49201
TELEPHONE:	517-937-9417
OFFICERS:	
President: Zebulon F. Bradley	Email Address: zeb.bradley@gmail.com
Vice President: Zebulon F. Bradley	Email Address: zeb.bradley@gmail.com
Secretary: Zebulon F. Bradley	Email Address: zeb.bradley@gmail.com
Treasurer: Zebulon F. Bradley	Email Address: zeb.bradley@gmail.com
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Elysain Landscape & Flatwork LLC.
STREET ADDRESS:	511 Dalton Rd
CITY, STATE, ZIP CODE:	Jackson Mi 49201
UNDER CURRENT MANAGEMENT SINCE (DATE):	2019

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Michigan Builders License #242000174
Michigan Applicator License #c003210268

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

BA in education Western Michigan University

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

NO SUB CONTRACTORS

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

We Have Driver ID's and social security card photos of each idividual working for our company. All Have been verified by the state of michigan and are nickchecked before starting work.

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☑ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☑ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	EMC //Jean Ravert @ the richmond agencey
Type of Coverage:	Commercial General Liability and worker compenstation
Telephone:	517-788-9130

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☑

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

Yes, we impement a quality of work standard on each of our employees. Each employee must antend work each day in a professional manner free from substance, physicaly able and dressed apropriatly with proper shoe, PPE and clothing to complete the tasks they are charged to complete.

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

We are a low stress company! If anything is not to standard, we will go back and fix any problems that exist.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

We Elysian landscape will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.
Our obligation to is to comply with this Ordinance in each contract and or subcontract.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.
Any and all changes in contract will be made aplicable with change order and will be material plus labor to complete project not outlined in contract.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.
management and supervisory personnel to be assigned to this contract will be trained and proffestional maintain properties while completing work outlined in this contract.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

Verbal email and text messages are all used to notifie of any diviation of contract. We will complete contract or diviation once understood to contract specifacation in a timley manner

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

Any and all construction work for this project must proceed economically, efficiently, continuously and without interruption

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

WE have quality team members ready and willing to complete contract perameters in a professional manner.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☐ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☑ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
We openly hire citizens of the City of Jackson, County of Jackson and its surrounding area.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**
Elysian landscape and flatwork llc. is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability.

Print Firm Name/Principal
Elysian Landscape & Flatwork LLC. Zebulon F. Bradley

Signature/Principal

02-22-2024

Date

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/23/2024

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	CONTACT NAME: Loretta Jean Ravert	
Richmond Agency, Inc. 833 Laurence Ave Jackson MI 49202	PHONE (A/C, No, Ext): 517-788-9130	FAX (A/C, No): 517-788-8036
	E-MAIL ADDRESS: jeanie@richmondagency.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Employers Mutual	21415
INSURED Elysian Landscape & Flatwork LLC dba: Ground Guys of Adrian and Jackson 511 Dalton Rd Jackson MI 49201	INSURER B: Emc Prop & Cas Ins Co	25186
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20240223140221653 **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	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		6D01145	03/07/2023	03/07/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 500,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			6E01145	03/07/2023	03/07/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 1,000,000 $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		6H01145	03/07/2023	03/07/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

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

Project: Private Lot Mowing

City of Jackson, its agents, representatives, officers and employees included as Additional Insured as respect to General Liability, and includes 30-Day Notice of Cancellation Clause.

CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Ave
Jackson MI 49201

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 Jeanie Ravert

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Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Zebulon F. Bradley

2 Business name/disregarded entity name, if different from above
Elysian Landscape & Flatwork LLC.

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
511 Dalton Rd

Requester's name and address (optional)

6 City, state, and ZIP code
Jackson, MI 49201

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] – [ ][ ] – [ ][ ][ ][ ]

or

Employer identification number
8 3 – 4 1 4 8 0 9 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Zebulon F Bradley Date ▶ 2-21-2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

MICHIGAN

CHAUFFEUR LICENSE
NOT FOR FEDERAL IDENTIFICATION



M 254 870 808 554 ISS 07-12-2022
DOB 07-13-1956 EXP 07-13-2026 071956

WENDEL WAYNE MCNALL JR
110 E PORTER ST
JACKSON, MI 49202-2316

Sex M Hgt 509 Eyes HAZ
Lic Type C End NONE

Restrictions NONE

Wendel McNall

DD: 1204446515220 Rev 08-16-2021



07-13-1956

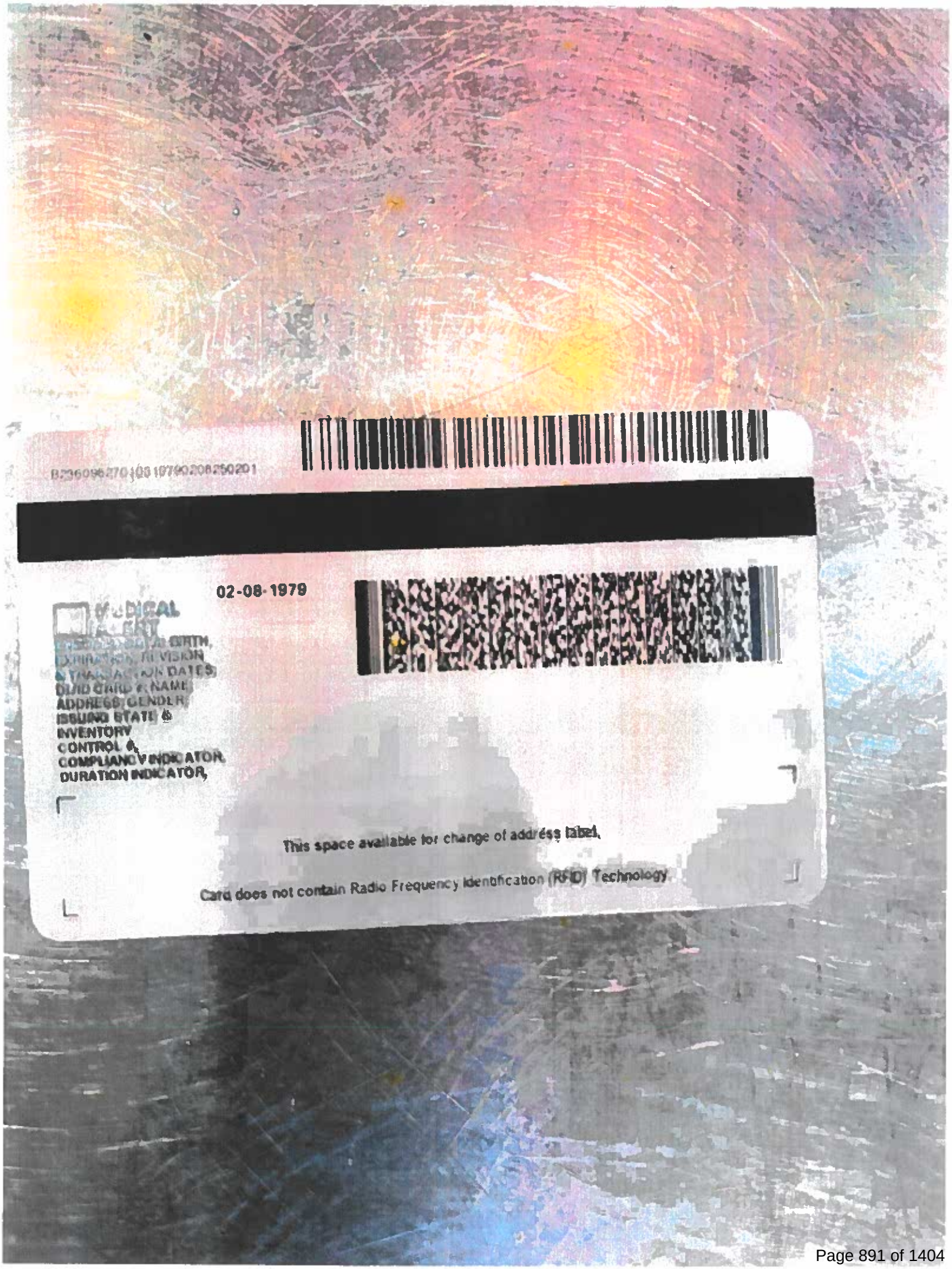
MEDICAL ALERT

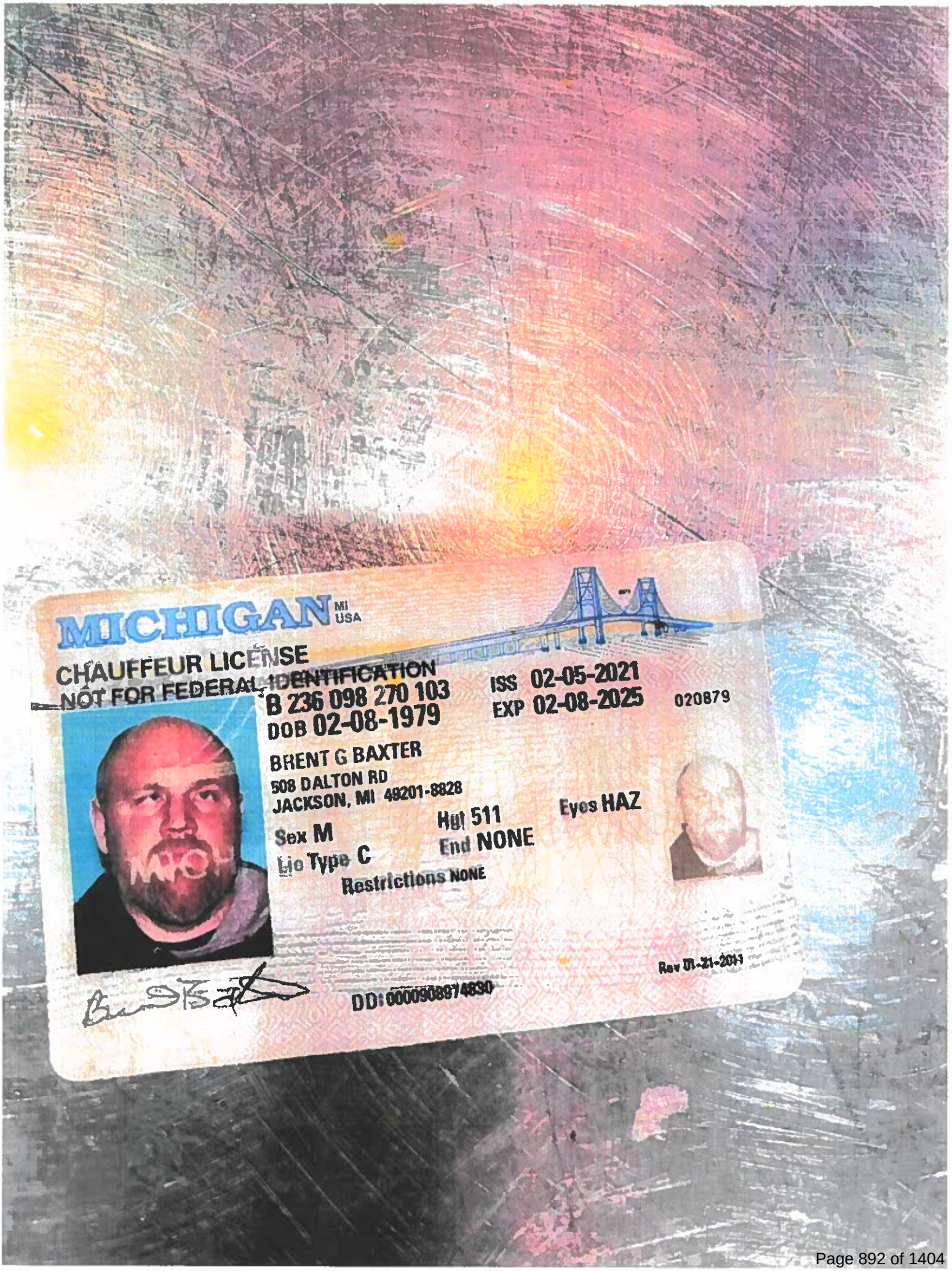
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This space available for change of address label.

Card does not contain Radio Frequency Identification (RFID) Technology.


02-08-1979
MEDICAL
ALERT
ISSUED STATE &
INVENTORY
CONTROL #,
COMPLIANCY INDICATOR,
DURATION INDICATOR,
This space available for change of address label.
Card does not contain Radio Frequency Identification (RFID) Technology


MICHIGAN
MI
USA
CHAUFFEUR LICENSE
NOT FOR FEDERAL IDENTIFICATION
B 236 098 270 103
DOB 02-08-1979
ISS 02-05-2021
EXP 02-08-2025
020879
BRENT G BAXTER
508 DALTON RD
JACKSON, MI 49201-8828
Sex M
Hgt 511
Eyes HAZ
Lic Type C
End NONE
Restrictions NONE
Rev 01-21-2011
DD: 0000908874830

MICHIGAN

ENHANCED COMMERCIAL DRIVER LICENSE

B 634 978 244 131

DOB 02-19-1980

ISS 06-25-2023

EXP 02-19-2027

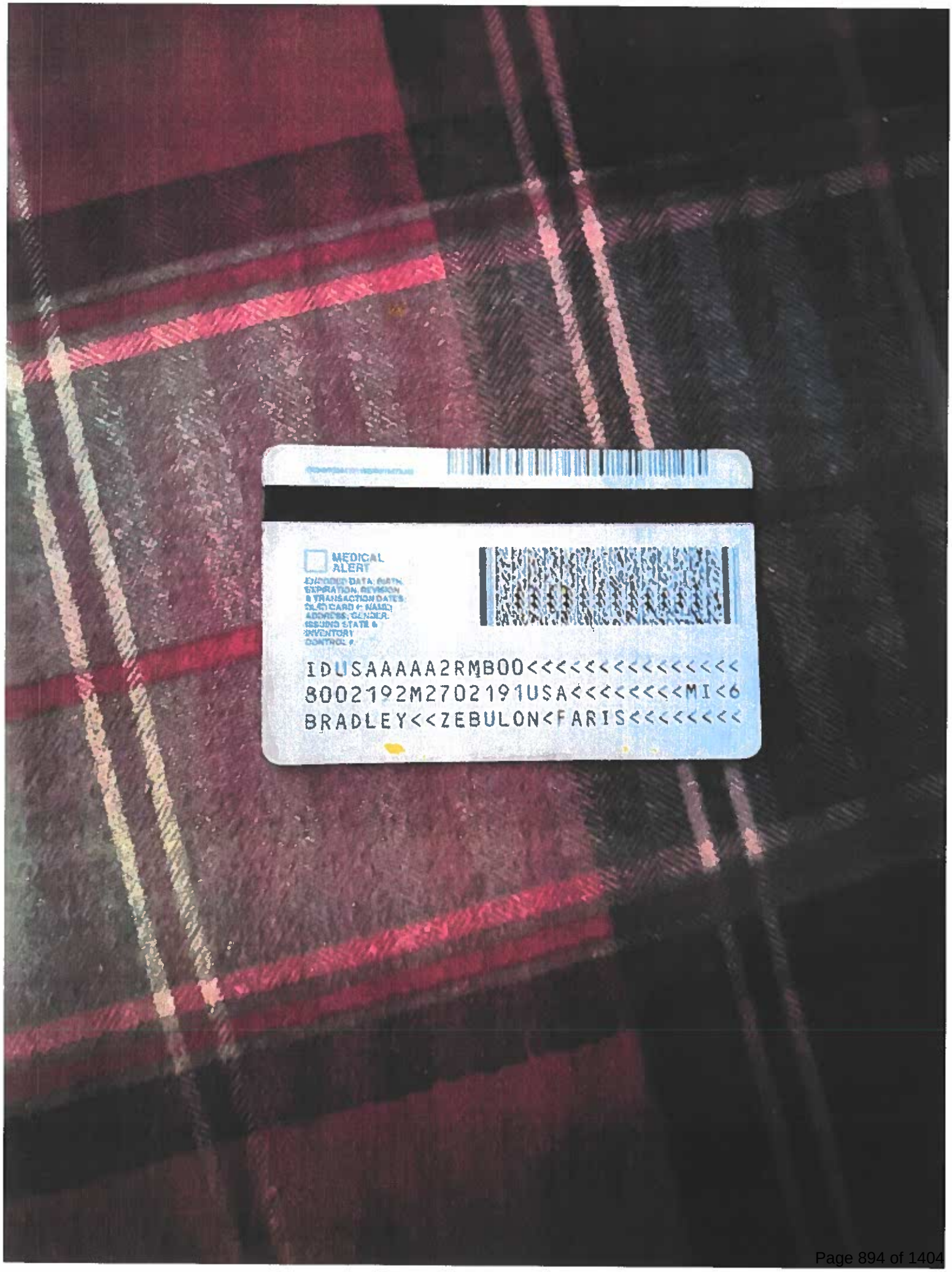
ZEBULON FARIS BRADLEY

511 CALTON RD

JACKSON, MI 49201-8222

Sex M Hgt 511 Eyes BLU

Lic Type E,CA End NT


MEDICAL ALERT
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8002192M2702191USA<<<<<<<<<MI<6
BRADLEY<<ZEBULON<FARIS<<<<<<<<

MICHIGAN MI USA

ENHANCED
CHAUFFEUR LICENSE



H 300 066 454 911
DOB 11-29-1985

ISS 06-25-2023
EXP 11-29-2024

AMANDA JUNE BRADLEY
511 DALTON RD
JACKSON, MI 49201-8828

Sex F Hgt 507 Eyes BRO
Lic Type E,C End NONE
Restrictions NONE

11-29-1985



Amanda J Bradley

DD 1207442491440

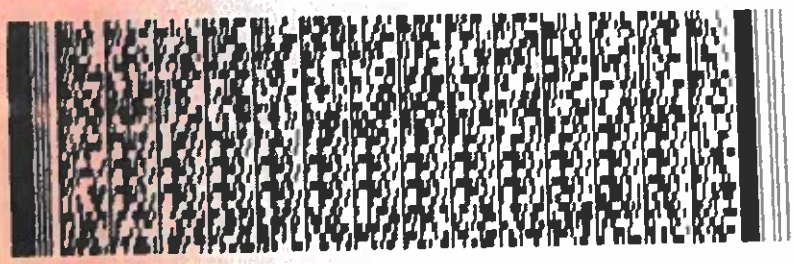
DONOR
Rev 07-01-2013



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MEDICAL ALERT

ENCODED DATA: BIRTH, EXPIRATION, REVISION & TRANSACTION DATES; DLID CARD #; NAME; ADDRESS; GENDER; ISSUING STATE & INVENTORY CONTROL #.



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8511294F2411299USA<<<<<<<<<MI<8

BRADLEY<<AMANDA<JUNE<<<<<<<<<<

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance Contracts

---

Recommendation:

Award City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance to Elysian Landscape & Flatwork LLC as they were the lowest bidding, qualified contractor.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Mike Osborn, Director of Public Works

DATE: April 2, 2024

RECOMMENDATION: Award City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance to Elysian Landscape & Flatwork LLC as they were the lowest bidding, qualified contractor.

ISSUE STATEMENT

Schedule and implement the ongoing maintenance of city owned property throughout the city for the duration of the mowing season. The City of Jackson issued requests for bids for the mowing maintenance of City Owned Lots Part A & Part B along with Grounds Maintenance (trunk lines, islands, parkways, dead ends & right of ways, etc.).

DESCRIBE THE CONSEQUENCES

The maintenance of city owned property throughout the City of Jackson is critical in maintaining the appearance, controlling blight and attributing to the safety of the community. For the City of Jackson to enforce the private property mowing ordinance, it is imperative that the City maintain the City Owned Property on a regularly scheduled basis.

OWNERSHIP

Public Works has had the responsibility for the contracted maintenance of City Owned Lots and Grounds Maintenance Property since 2013. A contractor has been utilized for City Owned Lots since 2013 and for the Grounds Maintenance since 2017. Public Works employees maintained the Grounds Maintenance Property up until 2017.

SOLUTION

The objective is to work directly with the lowest bidding, qualified contractor to facilitate the scheduled maintenance for the duration of the growing season of the City Owned Properties Part A, Part B and Grounds Maintenance. This contract does have the potential if all parties are satisfied for three 1-year renewals which could result in a 4-year contract. An extended contract provides a continued relationship with a contractor familiar with the scope of work and the deadlines involved, which results in efficiency and customer satisfaction. This mowing work is included in the annual budget.

Lowest qualified bids: Elysian Landscape & Flatwork LLC (Jackson, MI)

City Grounds Maintenance	$2,260.00
City Owned Lot Mowing Part A	$9,204.00*
City Owned Lot Mowing Part B	$9,247.00

*There was one bid lower than Elysian Landscape & Flatwork LLC for the City Owned Lot Mowing Part A. However, this contractor held a mowing contract with the City of Jackson in 2016 and the relationship was unsatisfactory. There is backup documentation attached showcasing the reasoning behind the Public Works Division not acknowledging this contractor as qualified to complete this contract for the City of Jackson.

FACILITATE IMPLEMENTATION

Award City Owned Lot Mowing Part A, City Owned Lot Mowing Part B and Grounds Maintenance to Elysian Landscape & Flatwork LLC as they were the lowest bidding, qualified contractor.

ATTACHMENTS

1. Mowing Bid Process Final Tally and Breakdown 2024
2. 2024 Contractor Issues - Disqualifying lowest bidder - Agenda Item Backup

Bid Process - Final Tally Breakdown

City Grounds Maintenance

Elysian Landscape & Flatwork LLC

2,260.00

City Owned Lot Mowing Part A

Elysian Landscape & Flatwork LLC

9,204.00

Mohawk Refuse

9,064.00

City Owned Lot Mowing Part B

Elysian Landscape & Flatwork LLC

9,247.00

Private Lot Mowing

Total Property Management Group LLC

29,500.00

BID TABULATION
CITY GROUNDS MAINTENANCE
FEBRUARY 29, 2024

				ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	**25.00**	**375.00**	30.00	450.00	35.00	525.00	39.00	585.00	57.50	862.50	50.00	750.00
2	5,001 – 10,000 Square Feet	LOT	6	**28.00**	**168.00**	40.00	240.00	40.00	240.00	49.00	294.00	57.50	345.00	60.00	360.00
3	10,001 – 20,000 Square Feet	LOT	13	**33.00**	**429.00**	50.00	650.00	45.00	585.00	59.00	767.00	72.00	936.00	70.00	910.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	**40.00**	**240.00**	60.00	360.00	50.00	300.00	99.00	594.00	90.00	540.00	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	**44.00**	**308.00**	70.00	490.00	68.00	476.00	119.00	833.00	112.50	787.50	95.00	665.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	**185.00**	**740.00**	90.00	360.00	140.00	560.00	74.00	296.00	130.00	520.00	125.00	500.00
TOTAL (LINES 1-6)					**2,260.00**		2,550.00		2,686.00		3,369.00		3,991.00		3,725.00

BID TABULATION
CITY-OWNED LOT MOWING PART A - 305 LOTS
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
				(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)	(B)	(A x B)
1	1-5,000 Square Fee	LOT	138	21.00	2,898.00	25.00	3,450.00	20.00	2,760.00	30.00	4,140.00	35.00	4,830.00	34.00	4,692.00	50.00	6,900.00	57.50	7,935.00
2	5,001 – 10,000 Square Feet	LOT	148	32.00	4,736.00	28.00	4,144.00	40.00	5,920.00	40.00	5,920.00	40.00	5,920.00	44.00	6,512.00	60.00	8,880.00	57.50	8,510.00
3	10,001 – 20,000 Square Feet	LOT	17	45.00	765.00	33.00	561.00	60.00	1,020.00	50.00	850.00	45.00	765.00	54.00	918.00	70.00	1,190.00	72.00	1,224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	75.00	150.00	40.00	80.00	75.00	150.00	60.00	120.00	50.00	100.00	79.00	158.00	90.00	180.00	90.00	180.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	140.00	140.00	44.00	44.00	85.00	85.00	70.00	70.00	68.00	68.00	99.00	99.00	95.00	95.00	112.00	112.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	75.00	375.00	185.00	925.00	150.00	750.00	90.00	450.00	140.00	$700.00	68.00	340.00	125.00	625.00	130.00	650.00
TOTAL (LINES 1-6)					9,064.00		9,204.00		10,685.00		11,550.00		12,383.00		12,719.00		17,870.00		18,611.00

BID TABULATION
CITY-OWNED LOT MOWING PART B - 303 LOTS
FEBRUARY 29, 2024

				ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD CONCORD, MI 49237		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	113	**25.00**	**2,825.00**	21.00	2,373.00	20.00	2,260.00	30.00	3,390.00	35.00	3,955.00	34.00	3,842.00	50.00	5,650.00	57.50	6,497.50
2	5,001 – 10,000 Square Feet	LOT	166	**28.00**	**4,648.00**	32.00	5,312.00	40.00	6,640.00	40.00	6,640.00	40.00	6,640.00	44.00	7,304.00	60.00	9,960.00	57.50	9,545.00
3	10,001 – 20,000 Square Feet	LOT	17	**33.00**	**561.00**	45.00	765.00	60.00	1,020.00	50.00	850.00	45.00	765.00	54.00	918.00	70.00	1,190.00	72.00	1,224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	**40.00**	**200.00**	75.00	375.00	75.00	375.00	60.00	300.00	50.00	250.00	79.00	395.00	90.00	450.00	90.00	450.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	**44.00**	**88.00**	140.00	280.00	80.00	160.00	70.00	140.00	68.00	136.00	99.00	198.00	95.00	190.00	112.50	225.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	**185.00**	**925.00**	75.00	375.00	150.00	750.00	90.00	450.00	140.00	700.00	68.00	340.00	125.00	625.00	130.00	650.00
TOTAL (LINES 1-6)					**9,247.00**		9,480.00		11,205.00		11,770.00		12,446.00		12,997.00		18,065.00		18,591.50

BID TABULATION
PRIVATE LOT MOWING
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	**30.00**	**3,600.00**	35.00	4,200.00	35.00	4,200.00	20.00	2,400.00	38.00	4,560.00	57.50	6,900.00
2	5,001-10,000 Square Feet	LOT	200	**40.00**	**8,000.00**	60.00	12,000.00	40.00	8,000.00	40.00	8,000.00	42.00	8,400.00	57.50	11,500.00
3	10,0001-20,000 Square Feet	LOT	50	**50.00**	**2,500.00**	75.00	3,750.00	45.00	2,250.00	60.00	3,000.00	43.00	2,150.00	72.00	3,600.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	**60.00**	**1,200.00**	85.00	1,700.00	50.00	1,000.00	75.00	1,500.00	50.00	1,000.00	90.00	1,800.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	**70.00**	**700.00**	100.00	1,000.00	68.00	680.00	80.00	800.00	54.00	540.00	112.50	1,125.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	**90.00**	**13,500.00**	75.00	11,250.00	140.00	21,000.00	150.00	22,500.00	185.00	27,750.00	130.00	19,500.00
TOTAL (LINES 1-6)					**29,500.00**		33,900.00		37,130.00		38,200.00		44,400.00		44,425.00

2016 Contract Issues – Examples of unsatisfactory circumstances – Mohawk

5-10-16 (pages 1-8) Michael/Mohawk started the season off with **missing photos** due to a phone that was run over with equipment. He **debated why the City would not pay him** if he produced after photos only. He stated in an email "All four were vacant homes, so I doubt they'd turn into arguments for the city".

6-10-16 (pages 9-16) Received a complaint 6-10-16 on a severely overgrown backyard that still wasn't completed. The home owner had advised Inspection to go ahead and have a contractor mow and bill them accordingly because it was out of control and they were unable to complete. It was given to Mohawk on 5-26-16 with a note stating the back yard is very bad. List 24 was returned to our office with a note **stating that the property was CUA (completed upon arrival).** Contacted Michael whom stated that there was a pop up camper in the way and a **boulder in front of the gate.** The **Inspector** went to the property took photos of weeds and overgrowth 4' high and advised that the camper was not there and he **pushed said boulder out of the way with one foot.**

8-11-16 In going through the **turned in photos** for mowing of properties, I noticed a man in one of the photos standing right up in the corner of a house. It was beyond apparent that he was **relieving himself on the house.** Called Michael and advised him that he needed to stop in ASAP. Upon his arrival, I provided the photos and **confirmed that the man was an employee of his.** Inquired if he agreed as to what was happening in the photos? He said yes and chuckled. He then said he will hang the photos on the board of things NOT TO DO!

9-9-16 (pages 18) Text messages asking where Michael was on a **list that was late.** He **requested** I give him **another list** if there was one. He also stated that he **"combined a couple of lists".** He was advised in the very first meeting with us that combination of lists were **not acceptable** when one list is always due prior to another.

1-13-17 (pages 19-24) Received a call from an **upset home owner** advising that a **crew** arrived during the mowing season and only **mowed ½ of his duplex** property. He inquired why they only mowed ½. Contractor advised the home owner that they were only given 1 address on the list when it was more than evident this was a duplex and the entire lot should've been mowed. The home owner advised the crew that his lawnmower was broken and he couldn't mow his lawn. A **crew member advised him that if he gave them $20, they would mow the other half.** Then the home owner **received the hefty mowing bill** from the city. **12-15-16**, Called Michael and advised that if this is true, he was to **return the $20 immediately.** Michael confirmed that part of this was true and $20 was accepted from the home owner and he would return it. Reached out to the home owner on **1-13-17** to ask if money was returned and was advised it was not. **Emailed Michael and he advised he forgot and would take his money over that day. A month later!**

Deadlines (page 25) Showing **lists that were turned in late.** Lists have a timeframe of 10 days excluding holidays and Sundays to complete = 12 and then 3 days to complete paperwork and invoice = **15 days total timeframe allotted to mow, complete paperwork & turn in.**

5-10-16

EMAILS
PHONE RAN OVER W/EQUIPMENT - NO PICTURES BUT STILL WANTED COMPENSATION

From: Todd Knepper
Sent: Tuesday, May 10, 2016 8:59 AM
To: Michael Caligiuri
Cc: Tina Clark
Subject: RE: Camera phone

Categories: Orange Category

I certainly understand, but the problem is we don't have before photos. When the lots are called in to
us, it's a phone call or text with an address, or close proximity to an address, but the call comes without
photos. That's why we utilize you to get the photos as verification because we don't have enough staff
to verify every lot before they come to you for service. I apologize, I wish I could do more for you.

From: Michael Caligiuri [mailto:mac11@albion.edu]
Sent: Tuesday, May 10, 2016 8:46 AM
To: Todd Knepper
Subject: Re: Camera phone

Not to argue, but simply to ask, if we have the after photos that show the lot finished only one
day later and we have the before photos from whomever cited the lawn, wouldn't that stand up
on its own? You guys don't require during photos anyhow, so it seems that we would, in fact,
have before and after pics. If that's possible, it would be awesome, and in the chance that they
were disputed, I would simply refund the amount rather than fight it.

Just hoping to find some way to make yesterday a little more palatable, as the loss of the phone
itself will be an expensive mistake, much less losing four hours worth of hard work and $155 of
income.

Utilizing existing photos, when a similar problem has occurred in the past for my 3rd floor work,
has worked out as long as there was an understanding that it's my fault (bad luck) that the issue
occurred and therefore would be no argument from me if there's a dispute down the road.

Hopeful

Michael C

On Tue, May 10, 2016 at 8:15 AM, Todd Knepper <TKnepper@cityofjackson.org> wrote:

Good morning, Michael.

I appreciate you letting us know about these lots, but unfortunately, I cannot accept the work without the photos. It has been our experience the vacant property owners tend to dispute the charges more than most. As a matter of fact, we had a person in yesterday disputing the charges on two empty lots from last summer, all the way up to City Council members, in hopes of getting the charges reversed. I apologize that it's off to a less than perfect start, but we simply will not be able to pay for these lots without before and after photos.

Thank you for understanding our position.
Todd

Todd Knepper
Director of Public Works
City of Jackson
161 W. Michigan Ave
Jackson, MI 49201
517-768-6142

From: Michael Caligiuri [mailto:mac11@albion.edu]
Sent: Tuesday, May 10, 2016 7:58 AM
To: Tina Clark <tclark@cityofjackson.org>
Subject: Camera phone

Tina, I have a problem. I did the first four properties on the list yesterday and afterward, when working on a different lawn, I dropped my phone, didn't notice that it fell off of the holster, and subsequently ran it over with the Exmark. The phone was not set up to upload pics to the cloud. Therefore, I have no pics of these lawns.

All four were vacant homes, so I doubt they'd turn into arguments for the City and I can drive by and re-take after pics if that would get me paid on them.

Please advise,

Michael C
MOHAWK

Click here to report this email as spam.

5-17-16

Tina Clark

From:	Tina Clark
Sent:	Tuesday, May 17, 2016 2:39 PM
To:	Michael Caligiuri (Mac11@albion.edu)
Cc:	Todd Knepper
Subject:	Private Property Mowing Requirements
Attachments:	doc04999220160517134450.pdf
Categories:	Orange Category

DIDN'T HAVE PHOTOS - CLAIMED PHONE WAS RAN OVER - STILL ASKED TO BE PAID FOR THE MOWINGS

Mr. Caliguiri

Attached you will find your first invoice that was provided to us on May 16, 2016. Six of the properties mowed have insufficient before photos and will not be compensated for.

Your invoice along with the photo labels should have the following: stencil (1st) address (2nd) & date completed (3rd) (i.e. 5-1654 110 E Euclid 5/17/16). For future invoicing, there is a sample invoice attached. As per our conversation today, each private property mowed must have a before of both the front and back yard with the cone visible showing that the grass is greater than the 8". You are more than welcome to provide more photos to prove the work (more is always better when it comes to private property mowing).

Properties can't be combined in photos if there is a property splitting them. You and I had discussed 905 and 907 Losey which abut each other and have the same owner, therefore these two were ok to be combined in the photos. However, the lots north and south of 1314 Merriman shouldn't have been combined in the photos. These two properties are separated by a lot/address so they should be separated in the photos. For future reference just to be safe, keep all addresses separate with their own separate photos.

The original mowing list provided to you should also be turned in to us with any notes we may need to advise citizens why a property wasn't completed (i.e. vicious dog, locked gate, chased off property, does not meet criteria, completed upon arrival). Please see the attached original list 4 completed by our department.

If you have questions, please contact me.

Thank you

Tina Clark
Dispatch Technician
Public Works & Water
City of Jackson
517-788-4170
517-768-6062

RECEIVED

MAY 16 2016

PUBLIC WORKS
CITY OF JACKSON



MOHAWK REFUSE

1319 Page Ave
JACKSON, MI 49203
Cell 517-358-3244 Web www.mohawkrefuse.com

Invoice No. 1098

INVOICE

Customer

Name	City of Jackson
Address	161 W Michigan Ave - 11th floor
City	Jackson State MI ZIP 49201
Project	City of Jackson Private lot mowing: 5-9 to 5-16, 2016

Date	5/16/2016
Order No.	
Page Number	1 of 1
FOB	

Qty	Description	Unit Price	TOTAL
1	229 N Wisner - 4,356 sq ft	$35.00	$35.00 NO ✓
1	225 N Higby - 6,600 sq ft	$40.00	$40.00 NO ✓
1	222 N Higby - 6,600 sq ft	$40.00	$40.00 NO ✓
1	1008 Hallett - 5,500 sq ft	$40.00	$40.00 NO ✓
	304 Mitchell - C.U.A.		
1	905 Orchard - 9,600 sq ft 5-0539.1 ✓ 5-11-16	$40.00	$40.00 ✓
1	907 Orchard - 4,500 sq ft 5-0540 ✓ 5-11-16	$35.00	$35.00 ✓
1	hours of extra work - line trimming 1 HOUR ? ✓ 5-11-16	$45.00	$45.00 ✓
1	Lot N of 1314 Merriman - 5,808 sq ft	$40.00	$40.00 NO ✓
1	Lot S of 1314 Merriman - 5,208 sq ft	$40.00	$40.00 NO ✓
1	113 E Mansion - 18,600 ✓ 5-1717 5-16-16	$55.00	$55.00 ✓
1	Lot E of 1901 Francis on Prospect - 48,395 ✓ 5-Co-16	$135.00	$135.00 ✓
	Lot S of 1406 Losey - C.U.A.		
	Lot N of 1412 Losey - C.U.A.		

SubTotal	310 00 ~~$545.00~~
Payments/Credits	$0.00
Taxes	
BALANCE DUE	310 00 ~~$545.00~~

Payment Details

○
○
○

MAKE CHECK PAYABLE TO
"MOHAWK"

Lorne

LIST 4 - PRIVATE PROPERTY - MOHAWK

	INVOICE # 1098	LIST 3
	40.00	40.00
	35.00	45.00
	45.00	35.00
	55.00	55.00
	135.00	135.00
TOTAL	**$310.00**	**$310.00**

5

PRIVATE PROPERTY MOWING (MOHAWK) LIST 4 - MAY 4, 2016

TOTAL: 13

Address/Location	Stencil #	FRONTAGE	DEPTH	SQUARE FOOTAGE	Comments	MOW	EXTRA	Estimated COST
WISNER ST (229 N.)	2-0256	33	132	4,356	CBC 5/9/16	x		$35.00
HIGBY ST (225 N.)	2-0461	50	132	6,600	CBC 5/9/16	x		$40.00
HIGBY ST (222 N.)	2-0511	50	132	6,600	CBC 5/9/16	x		$40.00
HALLETT ST (1008)	2-1774	50	110	5,500	CBC 5/9/16	x		$40.00
MITCHELL ST (304)	5-0387	60	66	3,960	CUA DATE?	x		$35.00
ORCHARD PL (905)	5-0539.1	96	100	9,600	*SEE MAP CBC 5/11/16	x		$40.00
ORCHARD PL (907)	5-0540	45	100	4,500	*SEE MAP CBC 5/11/16	x	1HR	45.00 $35.00
MERRIMAN ST (LOT NORTH OF 1314)	5-1298	44	132	5,808	CBC 5/16/16 (VACANT LOT ON MERRIMAN ST) *SEE MAP	x		$40.00
MERRIMAN ST (LOT SOUTH OF 1314)	5-1300	62	84	5,208	CBC 5/16/16 (VACANT LOT ON MERRIMAN ST) *SEE MAP	x		$40.00
MANSION ST (113 E.)	5-1717	150	124	18,600	CBC 5/16/16 (VACANT LOT WEST OF 117 E. MANSION ST)	x		$55.00
PROSPECT ST (VACANT LOT E. OF 1901 FRANCIS)	5-1863			48,395	CBC 5/16/16 (LOT RUNS FROM ADDISON TO PROSPECT - CAN GET A GOOD 8" PIC FROM ADDISON) *SEE MAP	x		$135.00
LOSEY AVE (LOT SOUTH OF 1406)	6-1783	50	125	6,250	(VACANT LOT) *SEE MAP CUA?	x		$40.00
LOSEY AVE (LOT NORTH OF 1412)	6-1784	50	125	6,250	(LARGE AMOUNT OF WOODED AREA ON THIS VACANT LOT- CHARGE MINIMAL FEE) *SEE MAP CUA DATE?	x		$40.00

LIST DUE BY MAY 16, 2016 BY 4:00PM

TOTAL COST ESTIMATE	$615

C.B.C-COMPLETED BY CONTRACTOR C.U.A.-COMPLETED UPON ARRIVAL D.N.M.C-DOES NOT MEET CRITERIA

Questions M-F 8am to 5pm 788-4170 or Questions after hours - Tina 812-8437

COMPLETED BY OUR OFFICE 5/17/16

COMPANY NAME

ADDRESS

CONTACT & PHONE

INVOICE # ABCDE2

SAMPLE INVOICE

Private Property Mowing List ?

Item	Quanity	Unit	Amount
5-1654 110 E. Euclid (extra work 30.00 1 hour) 5/9/16	1	25 + 30	55.00
7-0312 350 Cooper 5/9/16	1		30.00
7-0313 410 Detroit 5/10/16	1		25.00
7-0314 358 Cooper 5/10/16	1		25.00
7-0314.A 356 Cooper 5/15/16	1		60.00
7-0325 404/406 Detroit 5/15/16	1		25.00
8-1881.1 913 N. Waterloo 5/20/16	1		75.00
Total Amount Invoiced			**$295.00**

PRIVATE PROPERTY MOWING - INVOICE 1098									
Address/Location	FRONT	DEPTH	SQ FT	Comments	MOW	WHOM	DATE	IN	OUT
WISNER ST (229 N.)	33	132	4,356		X				
HIGBY ST (225 N.)	50	132	6,600		X				
HIGBY ST (222 N.)	50	132	6,600		X				
HALLETT ST (1008)	50	110	5,500		X				
MITCHELL ST (304)	60	66	3,960		X				
ORCHARD PL (905)	96	100	9,600	*SEE MAP	X				
ORCHARD PL (907)	45	100	4,500	*SEE MAP	X				
MERRIMAN ST (LOT NORTH OF 1314)	44	132	5,808	(VACANT LOT ON MERRIMAN ST) *SEE MAP	X				
MERRIMAN ST (LOT SOUTH OF 1314)	62	84	5,208	(VACANT LOT ON MERRIMAN ST) *SEE MAP	X				
MANSION ST (113 E.)	150	124	18,600	(VACANT LOT WEST OF 117 E. MANSION ST)	X				
PROSPECT ST (VACANT LOT E. OF 1901 FRANCIS)			48,395	(LOT RUNS FROM ADDISON TO PROSPECT - CAN GET A GOOD 8" PIC FROM ADDISON) *SEE MAP	X				
LOSEY AVE (LOT SOUTH OF 1406)	50	125	6,250	(VACANT LOT) *SEE MAP	X				
LOSEY AVE (LOT NORTH OF 1412)	50	125	6,250	(LARGE AMOUNT OF WOODED AREA ON THIS VACANT LOT- CHARGE MINIMAL FEE) *SEE MAP	X				
LIST DUE BY MAY 16, 2016 BY 4:00PM									

C.B.C-COMPLETED BY CONTRACTOR C.U.A.-COMPLETED UPON ARRIVAL D.N.M.C-DOES NOT MEET CRITERIA

Questions M-F 8am to 5pm 788-4170 or Questions after hours - Tina 812-8437

RECEIVED
MAY 16 2016
PUBLIC WORKS
CITY OF JACKSON

8

Tina Clark 6-10-16

From: Tina Clark
Sent: Friday, June 10, 2016 9:01 AM
To: Michael Caligiuri (Mac11@albion.edu)
Subject: 606 Ellery Ave - Mowing & Woody weed removal
Attachments: doc05045220160610080437.pdf; doc05045320160610080516.pdf

Categories: Orange Category

This property was on List 24 – please see attachment. You stated it was CUA even though there was a note on the list that stated the front is mowed but the back yard is bad. Inspection called me today to determine why this property still had not been completed and brought up photos showing the overgrowth. This property need to me completed ASAP. You will have at least two to three hours of extra work based on the photos. If you feel that you will need more than this, please contact me prior to completing.

Thank you

Tina Clark
Dispatch Technician
Public Works & Water
City of Jackson
517-788-4170
517-768-6062

LIST STATED COMPLETED UPON ARRIVAL - 4' TALL PER INSPECTOR " BOULDER & POP UP CAMPER" IN THE WAY - INSPECTOR MOVED "BOULDER" WITH ONE FOOT

6-10-16 Brian/NEO Why not completed yet?



6/9/16 Owner knows the city is going to mow and gave Brian Taylor permission to do so.

606 Ellery

06-09-2016 12.04.19.038

10



6/9/16

06-09-2016 12.03.38.738



6/9/16

06-09-2016 12.03.50.153

12

List 24 6-10-16

PORTER ST (606 1/2 E.)	8-1285	94	327	30,738	*SEE MAP 2:15 – 3:46 (125.00)	X	1HR	45.00 $80.00
GANSON ST (802 E.)	8-1415	33	132	4,356	1/4 hr. line trimming 4:30 – 5:00 4/6 NO EXTRA	X		$35.00
GANSON ST (804 E.)	8-1416	33	132	4,356	CUA	X		$35.00
ELLERY AVE (606)	8-1513	66	99	6,534	(FRONT YARD POSSIBLY MOWED - BACK YARD BAD) CUA	X	1	$40.00
LOOMIS ST (702)	8-1562	64	132	8,448	CUA	X		$40.00
EAST ST (751 N.)	8-1591	42	132	5,544	4/6 5:30 – 6:20 1/4 hr. line trim	NO EXTRA X		$40.00
WHITNEY ST (822)	8-1651.1	127	140	17,780	(DOUBLE LOT - 127 FRONTAGE) CUA	X		$55.00
WHITNEY ST (850)	8-1657	70	127	8,890	4/6 6:40 – 7:25 (62.50)	X	1/2 HR XXX	22.50 $40.00
NORTH ST (818 E.)	8-1718	60	132	7,920	(N.W. CORNER OF NORTH ST & EAST AVE)	X	1/4 hr. XXX NO EXTRA	$40.00

7:30 8:2

LIST DUE BY JUNE 8, 2016 BY 4:00PM

TOTAL COST ESTIMATE	$1,350

C.B.C-COMPLETED BY CONTRACTOR C.U.A.-COMPLETED UPON ARRIVAL D.N.M.C-DOES NOT MEET CRITERIA

Questions M-F 8am to 5pm 788-4170 or Questions after hours - Tina 812-8437

13

Tina Clark

From: Tina Clark
Sent: Friday, June 10, 2016 2:09 PM
To: Brian Taylor
Subject: 606 Ellery Ave Issue

Categories: Orange Category

Michael/Mohawk states there is no access to the backyard. He stated that there is a boulder in front of the gate and the pop up camper would have to be moved in order to tie a chain the boulder to move it.

Please advise if there is another access.



Thank you

Tina Clark
Dispatch Technician
Public Works & Water
City of Jackson
517-788-4170
517-768-6062

Tina Clark 606 Ellery

From: Michael Caligiuri <mac11@albion.edu>
Sent: Wednesday, June 22, 2016 2:26 PM
To: Tina Clark
Subject: Re: FW: 606 Ellery Ave - Mowing & Woody weed removal

Categories: Orange Category

Will do

On Jun 21, 2016 3:34 PM, "Tina Clark" <tclark@cityofjackson.org> wrote:

Please proceed with this job. It will charged out at an hourly rate.

Thank you

From: Tina Clark
Sent: Friday, June 10, 2016 9:01 AM
To: Michael Caligiuri (Mac11@albion.edu) <Mac11@albion.edu>
Subject: 606 Ellery Ave - Mowing & Woody weed removal

This property was on List 24 – please see attachment. You stated it was CUA even though there was a note on the list that stated the front is mowed but the back yard is bad. Inspection called me today to determine why this property still had not been completed and brought up photos showing the overgrowth. This property need to me completed ASAP. You will have at least two to three hours of extra work based on the photos. If you fell that you will need more than this, please contact me prior to completing.

Thank you

Tina Clark

Dispatch Technician

Public Works & Water

City of Jackson

517-788-4170

Tina Clark

606 Ellery

From: Brian Taylor
Sent: Tuesday, June 21, 2016 3:46 PM
To: Tina Clark
Subject: Re: 606 Ellery-2-2

Categories: Orange Category

Ha!!

Stuff like this drives me crazy!! So much wasted time for us all.

Thanks for your help and sorry didn't get back to you!

Sent from my iPhone

> On Jun 21, 2016, at 3:34 PM, Tina Clark <tclark@cityofjackson.org> wrote:
>
> I just sent Mohawk a message to proceed now that the giant boulder is out of way. My, my, what muscles you have!!!
>
> -----Original Message-----
> From: Brian Taylor
> Sent: Tuesday, June 21, 2016 3:23 PM
> To: Tina Clark <tclark@cityofjackson.org>; Shane LaPorte <slaporte@cityofjackson.org>
> Subject: Re: 606 Ellery-2-2
>
> Talked to mike. He said rock was too big. Went back and moved it over out of way with 1 foot. He's clear and ready to cut when you tell him to go.
>
> He said he didn't mow this as I asked him why it looked so terrible??
>
> Sent from my iPhone
>
>> On Jun 21, 2016, at 3:17 PM, Brian Taylor <btaylor@cityofjackson.org> wrote:
>>
>>
>>
>> <IMG_4751.JPG>
>>
>>
>>
>> <IMG_4752.JPG>
>>
>>
>>
>> <IMG_4753.JPG>
>>
>>
>>

TEXT MESSAGES 9-9-16

1:37

Michael Mohaw...
(517) 358-3244



Where are you on list 68?
10:59 AM

We've been slogging through. If you've got another list ready, shoot it on over
11:31 AM



68 was due on Sept 7th...I am getting complaints on a property on hat list....I can't send over another list when you are behind!
11:33 AM

Give me a call. I combined a couple of lists on my worksheet. I can look at it and compare what you're getting calls on to where I'm at
11:35 AM



The southwest corner of Ganson and Horton needed to be completed by the 7th. I just left work for my lunch. Combinations of the list don't work when one list is due before the other list combinations of the list don't work when one list is due before the other list. So my question to you is how many more properties from this 68 do you have to do?
11:43 AM

We should be done with most everything before list 70 today
11:47 AM

Type message SEND

MOHAWK ASKING FOR ANOTHER LIST WHEN HE WAS BEHIND ON THE LISTS HE ALREADY HAD

18

1-13-17

Tina Clark

From: Michael Caligiuri <mac11@albion.edu>
Sent: Friday, January 13, 2017 11:53 AM
To: Tina Clark
Subject: RE: Mowing Issue

Categories: Orange Category

CREW ONLY MOWED 1/2 OF A DUPLEX AND THEN ASKED FOR $ TO DO THE OTHER HALF OF DUPLEX!

shoot. I completely forgot. I'll head over there this afternoon and give you a confirmation

On Jan 13, 2017 10:30 AM, "Tina Clark" <tclark@cityofjackson.org> wrote:

Michael, was the $20 returned to Mr. Thurston?

Thank you

From: Michael Caligiuri [mailto:mac11@albion.edu]
Sent: Friday, December 16, 2016 2:38 PM
To: Tina Clark <tclark@cityofjackson.org>
Subject: Re: Mowing Issue

* $ WAS SUPPOSED TO BE RETURNED TO OWNER ON 12-16-16 - DIDN'T RETURN TILL 1-13-17

The man leading that crew, Devin, apparently was under the impression that we were only supposed to do the address listed as opposed to the whole building. I had explained on previous occasions that it was not the case, but it didn't stick, apparently. They mowed and trimmed the address listed (half of the duplex) and as they were finishing up, Mr Thurston came out and asked them why they only cut half. Devin erroneously explained that they were only to cut the address listed and at that point, from my guys' version of it, Mr Thurston offered to pay them $20 to do the rest of the lawn.

I was unaware of all of this and as a matter of point, Devin is no longer with us. I apologize for the mishandling of the job. At first, I was very heated because I thought that my guys were trying to run a hustle on me and on the resident, but it was explained to me as a misunderstanding of procedure and upon further reflection, he made that mistake a few times with my All Pro Realty lawns as well.

I'll bring that $20 back to Mr Thurston regardless, because his entire lawn should've been done when the guys were there.

My apologies,

Michael C

On Dec 15, 2016 4:47 PM, "Michael Caligiuri" <mac11@albion.edu> wrote:

That had better not have happened. I'll get to the bottom asap.

On Dec 15, 2016 4:41 PM, "Tina Clark" <tclark@cityofjackson.org> wrote:

Mr. Thurston, the owner of 701/703/705 Second street (a duplex) contacted our office and stated that your crew mowed ½ of the front yard at this property. Mr. Thurston exited the house and inquired what the crew was doing on his property, they advised him that the city hired them to mow his yard due to an ordinance violation for tall grass. He then inquired why they were packing up to leave when they didn't mow the remaining half of the property (duplex). The crew stated that they only were given 701 Second Street on their list to complete. Mr. Thurston then stated that his lawn mower was broken and he doesn't understand why only half the yard would be mowed and not the other half. One of the crew members stated "give us $20 and we can mow the other half". Mr. Thurston advised us that he gave the crew member a $20 bill and the other half of the property was completed. When he received the hefty weed mowing invoice, he contacted our office to ask why the invoice was so high when he paid for half of the mowing on the date the property was completed.

I spoke with Patrick Burtch this morning and he advised me that the $20 your crew member accepted must to be returned to Mr. Thurston and we need verification that this has taken place.

Thank you for your cooperation.

Tina Clark

Dispatch Technician

Public Works & Water

City of Jackson

517-788-4170

517-768-6062


08/26/2016 16:53


08/26/2016 16:53


08/26/2016 16:59


08/26/2016 17:05


08/26/2016 17:05


SECOND St
701
08/26/2016 16:53



3-002100000 **05/09/2019**

2016 – MOWING CONTRACT WITH MOHAWK REFUSE – LISTS GIVEN & RECEIVED DATES

5/4/16	LIST 4 GIVEN
5/16/16	LIST 4 RECEIVED
5/13/16	LIST 8 GIVEN
5/25/16	LIST 8 RECEIVED
5/26/16	LIST 20 GIVEN
6/13/16	LIST 20 RECEIVED
5/26/16	LIST 24 GIVEN
6/8/16	LIST 24 RECEIVED
6/10/16	LIST 31 GIVEN
6/22/16	LIST 31 RECEIVED
6/22/16	LIST 39 GIVEN
7/7/16	LIST 39 RECEIVED
7/19/16	LIST 47 GIVEN
8/4/16	LIST 47 RECEIVED
7/29/16	LIST 52 GIVEN
8/30/16	LIST 52 RECEIVED
8/5/16	LIST 55 GIVEN
8/16/16	LIST 55 RECEIVED
8/11/16	LIST 60 GIVEN
9/2/16	LIST 60 RECEIVED
8/19/16	LIST 64 GIVEN
9/15/16	LIST 64 RECEIVED
8/26/16	LIST 68 GIVEN
9/15/16	LIST 68 RECEIVED
9/6/16	LIST 70 GIVEN
9/21/16	LIST 70 RECEIVED
9/16/16	LIST 77 GIVEN
9/29/16	LIST 77 RECEIVED
9/23/16	LIST 78A GIVEN
10/12/16	LIST 78A RECEIVED
10/7/16	LIST 83A GIVEN
10/25/16	LIST 83A RECEIVED
10/17/16	LIST 84 GIVEN
10/25/16	LIST 84 RECEIVED
10/28/16	LIST 87 GIVEN
11/9/16	LIST 87 RECEIVED

15 DAY DEADLINE

> 31 DAYS

> 22 DAYS

> 26 DAYS

> 19 DAYS

> 19 DAYS

> 18 DAYS

25

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Private Lot Mowing Contract

Recommendation:

Award the Private Lot Mowing Contract to Total Property Management Group LLC as they were the lowest bidding, qualified contractor.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Mike Osborn, Director of Public Works

DATE: April 2, 2024

RECOMMENDATION: Award the Private Lot Mowing Contract to Total Property Management Group LLC as they were the lowest bidding, qualified contractor.

ISSUE STATEMENT

Schedule and implement the as-needed mowing of Private Lots for the duration of the mowing season in accordance with the Noxious Weed Ordinance Section 26-75 and Section 26-77. The City of Jackson issued requests for bids for the mowing of Private Lots within the city.

DESCRIBE THE CONSEQUENCES

The maintenance of Private Lots throughout the City of Jackson is critical in maintaining the appearance, controlling blight and attributing to the safety of the community. Private Lot Mowing is complaint driven. Locations are taken through multiple sources weekly and a list is provided to the contractor every Friday throughout the growing season.

OWNERSHIP

Public Works has had the responsibility for the contracted maintenance of Private Lot Mowing since 1998. A contractor has been utilized for the mowing of Private Lots since 1998.

SOLUTION

The objective is to work directly with the lowest bidding, qualified contractor to facilitate and enforce the noxious weed ordinance when necessary. This contract does have the potential if all parties are satisfied for three 1-year renewals which could result in a 4-year contract. An extended contract provides a continued relationship with a contractor familiar with the scope of work and the deadlines involved, which results in efficiency and customer satisfaction. This project is included in the annual budget, and all work performed is charged back to the property owners.

Lowest qualified bid: Total Property Management Group LLC (Jackson, MI)
$29,500.00

FACILITATE IMPLEMENTATION

Award the Private Lot Mowing Contract to Total Property Management Group LLC as they were the lowest bidding, qualified contractor.

ATTACHMENTS

1. Mowing Bid Process Final Tally and Breakdown 2024

Bid Process - Final Tally Breakdown

City Grounds Maintenance

Elysian Landscape & Flatwork LLC

2,260.00

City Owned Lot Mowing Part A

Elysian Landscape & Flatwork LLC

9,204.00

Mohawk Refuse

9,064.00

City Owned Lot Mowing Part B

Elysian Landscape & Flatwork LLC

9,247.00

Private Lot Mowing

Total Property Management Group LLC

29,500.00

BID TABULATION
CITY GROUNDS MAINTENANCE
FEBRUARY 29, 2024

				ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237	
ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	15	**25.00**	**375.00**	30.00	450.00	35.00	525.00	39.00	585.00	57.50	862.50	50.00	750.00
2	5,001 – 10,000 Square Feet	LOT	6	**28.00**	**168.00**	40.00	240.00	40.00	240.00	49.00	294.00	57.50	345.00	60.00	360.00
3	10,001 – 20,000 Square Feet	LOT	13	**33.00**	**429.00**	50.00	650.00	45.00	585.00	59.00	767.00	72.00	936.00	70.00	910.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	6	**40.00**	**240.00**	60.00	360.00	50.00	300.00	99.00	594.00	90.00	540.00	90.00	540.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	7	**44.00**	**308.00**	70.00	490.00	68.00	476.00	119.00	833.00	112.50	787.50	95.00	665.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	4	**185.00**	**740.00**	90.00	360.00	140.00	560.00	74.00	296.00	130.00	520.00	125.00	500.00
TOTAL (LINES 1-6)					**2,260.00**		2,550.00		2,686.00		3,369.00		3,991.00		3,725.00

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY (A)	MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD. CONCORD, MI 49237		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
				UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)	UNIT PRICE (B)	TOTAL COST (A x B)
1	1-5,000 Square Fee	LOT	138	21.00	2,898.00	25.00	3,450.00	20.00	2,760.00	30.00	4,140.00	35.00	4,830.00	34.00	4,692.00	50.00	6,900.00	57.50	7,935.00
2	5,001 – 10,000 Square Feet	LOT	148	32.00	4,736.00	28.00	4,144.00	40.00	5,920.00	40.00	5,920.00	40.00	5,920.00	44.00	6,512.00	60.00	8,880.00	57.50	8,510.00
3	10,001 – 20,000 Square Feet	LOT	17	45.00	765.00	33.00	561.00	60.00	1,020.00	50.00	850.00	45.00	765.00	54.00	918.00	70.00	1,190.00	72.00	1,224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	2	75.00	150.00	40.00	80.00	75.00	150.00	60.00	120.00	50.00	100.00	79.00	158.00	90.00	180.00	90.00	180.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	1	140.00	140.00	44.00	44.00	85.00	85.00	70.00	70.00	68.00	68.00	99.00	99.00	95.00	95.00	112.00	112.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	75.00	375.00	185.00	925.00	150.00	750.00	90.00	450.00	140.00	$700.00	68.00	340.00	125.00	625.00	130.00	650.00
TOTAL (LINES 1-6)					9,064.00		9,204.00		10,685.00		11,550.00		12,383.00		12,719.00		17,870.00		18,611.00

BID TABULATION
CITY-OWNED LOT MOWING PART B - 303 LOTS
FEBRUARY 29, 2024

				ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		ALPHA & OMEGA CONSTRUCTION CO., INC. 2900 SHIRLEY DR. JACKSON, MI 49201		PICTURE PERFECT LAWN CARE, LLC 11400 KING RD CONCORD, MI 49237		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
ITEM NO	**DESCRIPTION**	**UNITS**	**ESTIMATED QUANTITY (A)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**	**UNIT PRICE (B)**	**TOTAL COST (A x B)**
1	1-5,000 Square Fee	LOT	113	**25.00**	**2,825.00**	21.00	2,373.00	20.00	2,260.00	30.00	3,390.00	35.00	3,955.00	34.00	3,842.00	50.00	5,650.00	57.50	6,497.50
2	5,001 – 10,000 Square Feet	LOT	166	**28.00**	**4,648.00**	32.00	5,312.00	40.00	6,640.00	40.00	6,640.00	40.00	6,640.00	44.00	7,304.00	60.00	9,960.00	57.50	9,545.00
3	10,001 – 20,000 Square Feet	LOT	17	**33.00**	**561.00**	45.00	765.00	60.00	1,020.00	50.00	850.00	45.00	765.00	54.00	918.00	70.00	1,190.00	72.00	1,224.00
4	20,001 – 43,560 Square Feet (up to 1 acre)	LOT	5	**40.00**	**200.00**	75.00	375.00	75.00	375.00	60.00	300.00	50.00	250.00	79.00	395.00	90.00	450.00	90.00	450.00
5	Over 43,561 Square Feet (per 1 acre)	ACRE	2	**44.00**	**88.00**	140.00	280.00	80.00	160.00	70.00	140.00	68.00	136.00	99.00	198.00	95.00	190.00	112.50	225.00
6	Noxious Weeds/Extra Work Hourly rate for 2-person crew and equipment	HR/RATE	5	**185.00**	**925.00**	75.00	375.00	150.00	750.00	90.00	450.00	140.00	700.00	68.00	340.00	125.00	625.00	130.00	650.00
TOTAL (LINES 1-6)					**9,247.00**		9,480.00		11,205.00		11,770.00		12,446.00		12,997.00		18,065.00		18,591.50

BID TABULATION
PRIVATE LOT MOWING
FEBRUARY 29, 2024

ITEM NO	DESCRIPTION	UNITS	ESTIMATED QUANTITY	TOTAL PROPERTY MANAGEMENT GROUP LLC 3851 W. MICHIGAN AVE. JACKSON, MI 49202		MOHAWK REFUSE 1841 PROBERT RD. JACKSON, MI 49203		ACKLEY'S PROPERTY SERVICES LLC PO BOX 171 HANOVER, MI 49241		INK CONTRACTING LLC 712 TEFFT AVE. JACKSON, MI 49203		ELYSIAN LANDSCAPE & FLATWORK LLC 511 DALTON RD. JACKSON, MI 49201		CAPITAL LANDSCAPES 217 WYOMING ST., SUITE B OAK PARK, MI 48237	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	1-5,000 Square Feet	LOT	120	**30.00**	**3,600.00**	35.00	4,200.00	35.00	4,200.00	20.00	2,400.00	38.00	4,560.00	57.50	6,900.00
2	5,001-10,000 Square Feet	LOT	200	**40.00**	**8,000.00**	60.00	12,000.00	40.00	8,000.00	40.00	8,000.00	42.00	8,400.00	57.50	11,500.00
3	10,0001-20,000 Square Feet	LOT	50	**50.00**	**2,500.00**	75.00	3,750.00	45.00	2,250.00	60.00	3,000.00	43.00	2,150.00	72.00	3,600.00
4	20,001-43,560 Square Feet (up to 1 acre)	LOT	20	**60.00**	**1,200.00**	85.00	1,700.00	50.00	1,000.00	75.00	1,500.00	50.00	1,000.00	90.00	1,800.00
5	Over 43,561 Square Feet (over 1 acre)	LOT	10	**70.00**	**700.00**	100.00	1,000.00	68.00	680.00	80.00	800.00	54.00	540.00	112.50	1,125.00
6	Noxious Weeds/Extra Work Hourly rate for a 2-person crew	HR/RATE	150	**90.00**	**13,500.00**	75.00	11,250.00	140.00	21,000.00	150.00	22,500.00	185.00	27,750.00	130.00	19,500.00
TOTAL (LINES 1-6)					**29,500.00**		33,900.00		37,130.00		38,200.00		44,400.00		44,425.00

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Award for 2024 Pavement Marking Contract

Recommendation:

Approval of an award for the 2024 Pavement Marking contract to PK Contracting Inc. of Troy, Michigan at a cost of $127,964.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

Attached is a memo from Jon H. Dowling, City Engineer, regarding an award for the 2024 Pavement Marking contract.

I recommend approval of the above recommendation. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: April 2, 2024

RECOMMENDATION: Approval of an award for the 2024 Pavement Marking contract to PK Contracting Inc. of Troy, Michigan at a cost of $127,964.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

ISSUE STATEMENT

The City has approximately 55 miles of major streets on which pavement markings must be maintained for the safety of motorists.

DESCRIBE THE CONSEQUENCES

The paint on the pavement markings wears off over one or two years. If the streets lose their lane lines it becomes a safety issue for motorists and a liability for the City. To minimize the City's liability, Engineering developed a contract for pavement marking.

The Engineer's estimate for this project was 150,467.00. Bids were as follows:

Company	Bid
PK Contracting, Inc., Troy, MI	$127,964.00

This project will be paid out of Major Street Traffic Service Funds.

Bid evaluation criteria is part of the Responsible Contractor Ordinance which consists of the following components:

A. Price (25%)
B. Corporate Accountability (25%)
C. Workplace Safety (25%)
D. Workforce Development (15%)
E. Social Equity (10%)

Company	A	B	C	D	E	Total

PK Contracting, Inc.	25	25	25	15	10	100

OWNERSHIP

Engineering is responsible for the maintenance of pavement markings on major City streets.

On March 14, 2024 bids were opened in the Purchasing Department for the 2024 Pavement Marking contract. The project consists of long line painting on major streets along with markings for street parking stalls, crosswalks, stop bars, bike symbols, railroad symbols and turn arrows.

SOLUTION

In concurrence with the Purchasing Agent, it is the recommendation of Engineering that the 2024 Pavement Marking contract be awarded to PK Contracting of Troy, Michigan, for a cost of $127,964.00.

FACILITATE IMPLEMENTATION

Approval of an award for the 2024 Pavement Marking contract to PK Contracting Inc. of Troy, Michigan at a cost of $127,964.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

ATTACHMENTS

1. Engineering 2024 Pavement Marking att only

CHECKLIST FOR BID SUBMITTAL

_____ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

_____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

_____ NOTARY SIGNATURE – Please make sure that Page P 11 of 26 and Page P 15 of 26 are notarized.

_____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: PHG6P45XAC88 if you have received it.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 3·13·24

In compliance with your invitation for bids dated **February 13, 2024** to perform **2024**

PAVEMENT MARKING

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of P.K. CONTRACTING
   organized and existing under the laws of the State of MICHIGAN
   with offices at 1965 BARRETT DR, TROY, MI 48084
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-2313864

(Corporate Seal, if applicable)

Name of Bidder: P.K. CONTRACTING, LLC

Signed By: Nicholas C. Shea

Its: Nicholas C. Shea, Vice President

BID SHEET

DATE: 3·13·24

PROPOSAL FOR: 2024 PAVEMENT MARKING

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
N/A	

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	Ft	1,500	$ 2.85	$ 4,275.00
2	8110041	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	Ft	1,500	$ 6.20	$ 9,300.00
3	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	Ft	650	$ 13.45	$ 8,742.50
4	8110049	Pavt Mrkg, Ovly Cold Plastic, Direction Arrow Sym, Bike	Ea	15	$ 125.00	$ 1,875.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	8110056	Pavt Mrkg, Ovly Cold Plastic, Bike	Ea	15	$ 125.00	$ 1,875.00
6	8110063	Pavt Mrkg, Ovly Cold Plastic, Lt Turn Arrow Sym	Ea	20	$ 170.00	$ 3,400.00
7	8110068	Pavt Mrkg, Ovly Cold Plastic, Only	Ea	25	$ 170.00	$ 4,250.00
8	8110069	Pavt Mrkg, Ovly Cold Plastic, Railroad Sym	Ea	9	$ 365.00	$ 3,285.00
9	8110071	Pavt Mrkg, Ovly Cold Plastic, Rt Turn Arrow Sym	Ea	6	$ 170.00	$ 1,020.00
10	8110076	Pavt Mrkg, Ovly Cold Plastic, Thru and Lt Turn Arrow Sym	Ea	4	$ 210.00	$ 840.00
11	8110077	Pavt Mrkg, Ovly Cold Plastic, Thru and Rt Turn Arrow Sym	Ea	4	$ 210.00	$ 840.00
12	8110078	Pavt Mrkg, Ovly Cold Plastic, Thru Arrow Sym	Ea	4	$ 160.00	$ 640.00
13	8110231	Pavt Mrkg, Waterborne, 4 inch, White	Ft	95,000	$ .095	$ 9,025.00
14	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	Ft	420,000	$ .095	$ 39,900.00
15	8110233	Pavt Mrkg, Waterborne, 6 inch, White	Ft	85,000	$ .145	$ 12,325.00
16	8110343	Rem Spec Mrkg	Sft	2,572	$ 2.60	$ 6,687.20
17	8117050	Pavt Mrkg, Ovly Cold Plastic, Raised Ped Xing Sym	Ea	10	$ 120.00	$ 1,200.00
18	8117001	Pavt Mrkg, Ovly Cold Plastic, Accessible Parking Sym	Ea	16	$ 120.00	$ 3,000.00
19	8120210	Pavt Mrkg, Longit, 6 inch or Less Width, Rem	Ft	3,000	$ .98	$ 2,940.00
20	8117001	Pavt Mrkg, Waterborne, 4 inch, White, Parking Stall	Ft	8,000	$ 1.25	$ 10,000.00
21	8117001	Pavt Mrkg, Waterborne, 4 inch, Blue, Parking Stall	Ft	1,000	$ 1.75	$ 1,750.00
22	8117001	Pavt Mrkg, Parking Stall, 4 inch, Rem	Ft	1,500	$ 1.25	$ 1,875.00
				TOTAL BID		$ 129,044.70

TOTAL BID WRITTEN OUT:

ONE HUNDRED TWENTY NINE THOUSAND FORTY FOUR AND 70/100

Submitted Bid:	$ 129,044.70

Labor Costs:	$ 19,500.00
Materials Costs:	$ 50,000.00
Equipment Costs:	$ 15,000.00
Possible Change Orders:	* DEPENDS ON SCOPE OF WORK
Bidder's Name:	P.K. CONTRACTING, LLC
Address:	1965 BARRETT DR.
City, State, Zip:	TROY, MI 48084
Telephone:	248 362 2130
Fax:	248 362 4969
Email Address:	nick@pkcontracting.com
Federal ID Number:	38-2313864
Bid Signed By:	Nicholas C. Shea Print or Type NICHOLAS C. SHEA
Title:	VICE PRESIDENT

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Nicholas C. Shea Its Nicholas C. Shea, Vice President

CONTRACT COMPLIANCE

DATE: February 13, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

P.K. CONTRACTING, LLC
NICHOLAS C. STEEL certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment P.K. CONTRACTING, LLC understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 3.13.24

By: P.K. CONTRACTING, LLC
(Bidder's Name)

By: Nicholas C Steel
(Signature)

By: VICE PRESIDENT
(Title)

1965 BARRETT DR
Address

TROY
City

MI, 48084
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: P.K. CONTRACTING, LLC

ADDRESS: 1965 BARRETT DR

Troy, MI 48084

SIGNED BY: Nicholas C. Shea

TITLE: Nicholas C. Shea, Vice President

DATE: 3.13.24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 3.13.24

By: P.K. CONTRACTING, LLC
(Bidder's Name)

By: Nicholas C Shea
(Signature)

By: Nicholas C. Shea, Vice President
(Title)

1965 BARRETT DR
Address

TROY
City

MI, 48084
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF _____)
ss
COUNTY OF_____)

Nicholas C. Sheek, being first duly sworn, deposed and says that:

1. He is Vice President of, P.K. Contracting, LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 3.13.24 By: P.K. Contracting, LLC
(Company)

By: Nicholas C. Sheek, V.P.
(Title)

Subscribed and sworn to before me, a Notary Public, this 13 day of March, 2024.

Karen Bissonette

Notary Public, _____ County,
My commission expires:_____

Karen Bissonette
Notary Public, Macomb County, MI
My Commission Expires 05/07/24
Acting in Oakland County

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

N/A

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Nicholas C. Sisea an authorized representative of R.K. Contracting, LLC am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 3.13.24

Nicholas C. Sisea
Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Nicholas C. Shea	P.K. Contracting, LLC
Telephone	Email Address
248 302 2130	nick@pkcontracting.com

Contract or matter pending with the City:

_____

_____

I, Nicholas C. Shea, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☑ None of the above apply.

Dated:

Signature

Subscribed and sworn to before me, a Notary Public, this 13 day of March, 2024.

Karen Bissonette

Notary Public, _____ County,
My commission expires: _____

Karen Bissonette
Notary Public, Macomb County, MI
My Commission Expires 05/07/24
Acting in Oakland County

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Nicholas C. Shea, Vice President

Name and Title of Authorized Representative

P.K. Contracting, LLC

Name of Participant Agency or Firm

Nicholas C Shea 3.13.24

Signature of Authorized Representative Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: P.K. CONTRACTING, LLC
2. Established: Year _____ Number of Employees 300+
3. Type of organization: Individual ___ Partnership ___ Corporation ___ Other LLC
4. Former name(s) if any, and year(s) in business

N/A

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: OAKLAND COUNTY
Address: 31001 LAHSER RD BEVERLY HILLS, MI 48025
Phone: 248 858 4804
Contact: BRANDON RANK
Type of Work: COUNTY WIDE PAVEMENT MARKINGS
Budget: 3 million

5.2 Company Name: CITY of WIXOM
Address: 49045 PONTIAC TRAIL WIXOM, MI 48393
Phone: 248 624 4557
Contact: ANDY
Type of Work: CITY WIDE PAVEMENT MARKINGS
Budget: 120 K

5.3 Company Name: MDOT GRAND REGION
Address: 2660 LEONARD NE GRAND RAPIDS, MI 49525
Phone: 616 299 8108
Contact: ADAM VANDERCOOK
Type of Work: REGION WIDE PAVEMENT MARKINGS
Budget: 3 million

I certify that all of the information provided is true and answered to the best of my ability.

Signed Nicholas C. Shea Name NICHOLAS C SHEA
Title VICE PRESIDENT Date 3.13.24

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	P.K. CONTRACTING, LLC
ADDRESS:	1965 BARRETT DR
CITY, STATE, ZIP:	TROY, MI 48084
TELEPHONE:	248 302 2130
OFFICERS:	
President: ADEN SHEA	Email Address: aden@pkcontracting.com
Vice President: NICK SHEA	Email Address: nick@pkcontracting.com
Secretary: KELLY SHEA	Email Address: kelly@pkcontracting.com
Treasurer: CHRIS TOMATTI	Email Address: ctomatti@pkcontracting.com
CRITERIA 2:	
How many years has your organization been in business under your present firm name? 45+	
PARENT COMPANY NAME:	
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	

CRITERIA 3:

State and local licenses and license numbers held by your organization:

- MDOT - 01684

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

- WE TRAIN ALL ROAD EMPLOYEES IN-HOUSE.

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

- CONFIRMED

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

- P.K. IS IN COMPLIANCE WITH ALL STATE & FEDERAL LAWS.

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. - P.K. LOOKS ON OVER 1500 JOBS/YEAR.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. - SEE ATTACHED MDOT PREQUAL

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

___✓___ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

___✓___ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

__✓__ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents. - SEE ATTACHED

Name:	
Type of Coverage:	
Telephone:	

Are you self-insured for Worker's Compensation Insurance? Yes_____ No_____

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

- P.K. CONTRACTING IS MICHIGAN'S LEADER IN THE PAVEMENT MARKING INDUSTRY. WE HAVE 6 OFFICES ACROSS THE STATE & EMPLOY OVER 300 EMPLOYEES.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

✓ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

- ALL OF THE MATERIALS SPECIFIED FOR THIS PROJECT HAVE A 1 YEAR WARRANTY AFTER DATE OF INSTALLATION.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

- APPROPRIATE WAGES WILL BE PAID.

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

- CONFIRMED.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

- CHANGE ORDERS WOULD TAKE PLACE ONLY IF THE SCOPE CHANGES. COSTS WOULD BE DETERMINED BASED ON FOOTAGE ADDED TO CHANGE IN SCOPE.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

- ALL FOREMAN & SUPERINTENDANTS HAVE OVER 10 -20 YEARS EXPERIENCE.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation. - LISTED IN BID FORM.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

- MDOT PREQUALIFIED & HAVE BEEN IN INDUSTRY FOR OVER 45 YEARS.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

- CONFIRMED.

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved. - P.K. WORKS ON OVER 1500 PROJECTS PER YEAR.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

- N/A

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

__/__ Yes OST

_____ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average. EMR - .90

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

__/__ Yes _____ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status N/A

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal. - P.K. HAS 6 OFFICES IN MICHIGAN. AT THIS TIME I DO NOT KNOW WHICH EMPLOYEES WILL BE WORKING ON THIS PROJECT BUT ALWAYS STAFF EACH PROJECT WITH SKILLED WORKERS & AS ECONOMICALLY FRIENDLY AS WE CAN.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses. - SEE ATTACHED

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:** - SEE ATTACHED

P.K. CONTRACTING, LLC

Print Firm Name/Principal

Signature/Principal

3.13.24

Date

RESPONSIBLE CONTRACTOR BID EVALUATION CRITERIA

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	$129,044.70
Labor Costs:	$19,500.00
Materials Costs:	$50,000.00
Equipment Costs:	$15,000.00
Possible Change Orders:	* DEPENDS ON SCOPE OF WORK

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

PAUL C. AJEGBA
Director

May 25, 2023

P.K. Contracting, LLC
1965 Barrett Dr
Troy MI 48084-5372

Vendor ID: 01684

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **P.K. Contracting, LLC has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $332,612,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

332612	($332,612,000.00)	N3	Pavement Marking
5000	($5,000,000.00)	N93D	Grinding And Grooving

This prequalification rating is effective until April 30, 2025 ; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov , Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov , Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

Section 15: EEO Statement

PK Contracting, Inc. management hereby reaffirms, supports, and is committed to the concepts of Equal Opportunity in both the letter and the spirit of the law as defined and / or implied under Executive Order 11246, as amended, Title XII of the Civil Rights Act of 1964, Michigan Public Acts 220 and 453 of 1976, the Equal Opportunity Act of 1972, Section 503 of the Rehabilitation Act of 1973, and the Veterans Readjustment Assistance Act of 1974.

PK Contracting, through responsible management, shall recruit, hire, upgrade, train, and promote qualified persons in all job titles without regard to race, color, religion, sex, national origin, age, handicap or status as a disabled veteran or a veteran of the Vietnam Era, except where handicap is a bona-fide occupational disqualification.

The Company's managers assure that all other personnel practices such as compensation, benefits, layoffs, return from layoffs, or Company sponsored training will be made without regard to race, color, religion, national origin, sex, age, handicap or status as a disabled veteran or a veteran of the Vietnam era, Desert Storm, and Iraqi Freedom, except where age and sex are essential bona-fide occupational requirements or where handicap is a bona-fide occupational disqualification.

PK Contracting's managers shall base employment decisions upon the principles of Equal Employment Opportunity and with the intent to further the Company's commitment. Managers shall also take affirmative action to recruit and hire qualified minority group individuals, females, veterans of the Vietnam Era, Desert Storm, and Iraqi Freedom and qualified handicapped persons and disabled veterans and, subsequent to introduction into the work force, that these individuals, as well as all other categories of employees are encouraged to aspire for promotion and are considered as promotional opportunities arise.

Jessica Bunch, is appointed by Aden Shea, President, as EEO Officer of PK Contracting and has the overall responsibility for Affirmative Action Planning and for implementing and monitoring Equal Opportunity within the company. Jessica Bunch is available to all employees and may be contacted by Telephone: (248) 362-2130.

Jessica Bunch, EEO Officer — Date: 2/14/2024

Aden Shea, President — Date: 2-14-24

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)
P.K. Contracting, LLC
1965 Barrett Drive
Troy, MI 48084

SURETY:
(Name, legal status and principal place of business)
Swiss Re Corporate Solutions America Insurance Corporation
1200 Main St., Suite 800
Kansas City, MO 64105 - 2478

OWNER:
(Name, legal status and address)
City of Jackson
161 W. Michigan Ave.
Jackson, MI 49201

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: Five Percent of Total Amount Bid (5 % T.A.B.)

PROJECT:
(Name, location or address, and Project number, if any)
2024 Pavement Marking
City of Jackson, Michigan

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner 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. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 14th day of March , 2024 .

(Witness)

P.K. Contracting, LLC
(Principal) *(Seal)*

Nicholas C. Shea, Vice President
(Title)

(Witness) Jason Wright

Swiss Re Corporate Solutions America Insurance Corporation
(Surety)

(Title) Nick Patetta, Attorney-in-Fact

SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")
WESTPORT INSURANCE CORPORATION ("WIC")

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

ROBERT F. BOBO, TIMOTHY F. KELLY, FLORENCE McCLELLAN, RACHEL RICHARDSON, AARON P. CLARK, NICK PATETTA, LAURA KNEITZ,
TERESA D. KELLY, CRAIG C. PAYNE, TAMI JONES, DAISY GREATHOUSE, ERICA KNEITZ AND KALA LEE
JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION ($50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION CORPORATE SEAL 1973 MISSOURI

SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION CORPORATE SEAL MISSOURI

By _____
Erik Janssens, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By _____
Gerald Jagrowski, Vice President of SRCSAIC & Vice President of SRCSPIC & Vice President of WIC

WESTPORT INSURANCE CORPORATION CORPORATE SEAL MISSOURI

IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers

this 14TH day of SEPTEMBER, 20 23

Swiss Re Corporate Solutions America Insurance Corporation
Swiss Re Corporate Solutions Premier Insurance Corporation
Westport Insurance Corporation

State of Illinois
County of Cook ss

On this 14TH day of SEPTEMBER, 20 23, before me, a Notary Public personally appeared Erik Janssens, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gerald Jagrowski, Vice President of SRCSAIC and Vice President of SPCSPIC and Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.

OFFICIAL SEAL
CHRISTINA MANISCO
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires March 20, 2026

Notary Public

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect.
IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 14th day of March, 2024.

Jeffrey Goldberg, Senior Vice President & Assistant Secretary of SRCSAIC and SRCSPIC and WIC

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY): 03/13/2024

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).

Holder Identifier :

PRODUCER
Aon Risk Insurance Services West, Inc.
Denver CO Office
200 Clayton Street, Suite 800
Denver CO 80206 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (303) 758-7688 FAX (A/C. No.): (303) 758-9458
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Zurich American Ins Co	16535
INSURER B:	American Zurich Ins Co	40142
INSURER C:	Arch Specialty Insurance Company	21199
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
P.K. Contracting, LLC
1965 Barrett Dr
Troy MI 48084 USA

COVERAGES **CERTIFICATE NUMBER:** 570104320115 **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.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	GLO705822200	01/01/2024	01/01/2025	EACH OCCURRENCE	$2,000,000
	CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	$10,000
	POLICY [X] PRO-JECT [ ] LOC						PERSONAL & ADV INJURY	$2,000,000
	OTHER:						GENERAL AGGREGATE	$4,000,000
							PRODUCTS - COMP/OP AGG	$4,000,000
A	AUTOMOBILE LIABILITY	Y	Y	BAP 7058223 00	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
C	X UMBRELLA LIAB X OCCUR			UXP105098901	01/01/2024	01/01/2025	EACH OCCURRENCE	$5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$5,000,000
	DED RETENTION							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N		Y	WC705822400	01/01/2024	01/01/2025	X PER STATUTE OTH-ER	
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) N	N/A					E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE	$1,000,000
							E.L. DISEASE-POLICY LIMIT	$1,000,000

Certificate No : 570104320115

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

General Liability includes Ongoing and/or Completed Operations coverage. City of Jackson is included as Additional Insured in accordance with the policy provisions of the General Liability and Automobile Liability policies. A Waiver of Subrogation is granted in favor of City of Jackson in accordance with the policy provisions of the General Liability, Automobile Liability and Workers' Compensation policies.

CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Avenue
Jackson MI 49201 USA

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

Aon Risk Insurance Services West, Inc.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any Person or Organization required by written contract or agreement.	All locations and All Operations.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any Person or Organization required by written contract or agreement.	All locations.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

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C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

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Blanket Notification to Others of Cancellation or Non-Renewal

ZURICH

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
GLO 7058222 00	01/01/24	01/01/25	01/01/24	70134000		

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

A. If we cancel or non-renew this Coverage Part by written notice to the first Named Insured, we will mail or deliver notification that such Coverage Part has been cancelled or non-renewed to each person or organization shown in a list provided to us by the first Named Insured if you are required by written contact or written agreement to provide such notification. However, such notification will not be mailed or delivered if a conditional notice of renewal has been sent to the first Named Insured. Such list:

1. Must be provided to us prior to cancellation or non-renewal;
2. Must contain the names and addresses of only the persons or organizations requiring notification that such Coverage Part has been cancelled or non-renewed; and
3. Must be in an electronic format that is acceptable to us.

B. Our notification as described in Paragraph **A.** of this endorsement will be based on the most recent list in our records as of the date the notice of cancellation or non-renewal is mailed or delivered to the first Named Insured. We will mail or deliver such notification to each person or organization shown in the list:

1. Within seven days of the effective date of the notice of cancellation, if we cancel for non-payment of premium; or
2. At least 30 days prior to the effective date of:
   a. Cancellation, if cancelled for any reason other than nonpayment of premium; or
   b. Non-renewal, but not including conditional notice of renewal.

C. Our mailing or delivery of notification described in Paragraphs **A.** and **B.** of this endorsement is intended as a courtesy only. Our failure to provide such mailing or delivery will not:

1. Extend the Coverage Part cancellation or non-renewal date;
2. Negate the cancellation or non-renewal; or
3. Provide any additional insurance that would not have been provided in the absence of this endorsement.

D. We are not responsible for the accuracy, integrity, timeliness and validity of information contained in the list provided to us as described in Paragraphs **A.** and **B.** of this endorsement.

All other terms and conditions of this policy remain unchanged.

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Other Insurance Amendment – Primary And Non-Contributory

ZURICH

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
GLO 7058222 00	01/01/24	01/01/25	01/01/24	70134000		

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Named Insured:

Address (including ZIP Code):

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

1. The following paragraph is added to the Other Insurance Condition of Section **IV – Commercial General Liability Conditions**:

   This insurance is primary insurance to and will not seek contribution from any other insurance available to an additional insured under this policy provided that:

   a. The additional insured is a Named Insured under such other insurance; and

   b. You are required by a written contract or written agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

2. The following paragraph is added to Paragraph **4.b.** of the Other Insurance Condition of Section **IV – Commercial General Liability Conditions**:

   This insurance is excess over:

   Any of the other insurance, whether primary, excess, contingent or on any other basis, available to an additional insured, in which the additional insured on our policy is also covered as an additional insured on another policy providing coverage for the same "occurrence", offense, claim or "suit". This provision does not apply to any policy in which the additional insured is a Named Insured on such other policy and where our policy is required by written contract or written agreement to provide coverage to the additional insured on a primary and non-contributory basis.

All other terms and conditions of this policy remain unchanged.

Confidential \ Personal Data
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WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
All persons and/or organizations that are required by written contract, or agreement with the insured, executed prior to the accident or loss, that waiver of subrogation be provided under this policy for work performed by you for that person and/or organization.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: Frontline Road Safety Holdings II, LLC
Endorsement Effective Date: **1/1/24**

SCHEDULE

Name Of Person(s) Or Organization(s): Any Person or Organization required by written contract or agreement.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph **A.1.** of Section **II** – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph **D.2.** of Section **I** – Covered Autos Coverages of the Auto Dealers Coverage Form.

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Blanket Notification to Others of Cancellation or Non-Renewal

ZURICH

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.	
Policy No. BAP 7058223 00	Effective Date: 01/01/24

This endorsement modifies insurance provided under the:

Commercial Automobile Coverage Part

SCHEDULE	
The total number of days for mailing or delivering with respect to Paragraph **B.1.** of this endorsement is amended to indicate the following number of days:	*
The total number of days for mailing or delivering with respect to Paragraph **B.2.** of this endorsement is amended to indicate the following number of days:	**
* If a number is not shown here, 10 days continues to apply. ** If a number is not shown here, 30 days continues to apply.	

A. If we cancel or non-renew this Coverage Part by written notice to the first Named Insured, we will mail or deliver notification that such Coverage Part has been cancelled or non-renewed to each person or organization shown in a list provided to us by the first Named Insured if you are required by written contract or written agreement to provide such notification. However, such notification will not be mailed or delivered if a conditional notice of renewal has been sent to the first Named Insured. Such list:

1. Must be provided to us prior to cancellation or non-renewal;
2. Must contain the names and addresses of only the persons or organizations requiring notification that such Coverage Part has been cancelled or non-renewed; and
3. Must be in an electronic format that is acceptable to us.

B. Our notification as described in Paragraph **A.** of this endorsement will be based on the most recent list in our records as of the date the notice of cancellation or non-renewal is mailed or delivered to the first Named Insured. We will mail or deliver such notification to each person or organization shown in the list:

1. Within 10 days of the effective date of the notice of cancellation, if we cancel for non-payment of premium; or
2. At least 30 days prior to the effective date of:
   a. Cancellation, if cancelled for any reason other than nonpayment of premium; or
   b. Non-renewal, but not including conditional notice of renewal,

unless a greater number of days is shown in the Schedule of this endorsement for the mailing or delivering of such notification with respect to Paragraph **B.1.** or Paragraph **B.2.** above.

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C. Our mailing or delivery of notification described in Paragraphs **A.** and **B.** of this endorsement is intended as a courtesy only. Our failure to provide such mailing or delivery will not:

1. Extend the Coverage Part cancellation or non-renewal date;

2. Negate the cancellation or non-renewal; or

3. Provide any additional insurance that would not have been provided in the absence of this endorsement.

D. We are not responsible for the accuracy, integrity, timeliness and validity of information contained in the list provided to us as described in Paragraphs **A.** and **B.** of this endorsement.

All other terms, conditions, provisions and exclusions of this policy remain the same.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

A. The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the **Other Insurance – Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

B. The following is added to the **Other Insurance** Condition in the Auto Dealers Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage and General Liability Coverages are primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured:	Frontline Road Safety Holdings II, LLC
Endorsement Effective Date:	01/01/24

SCHEDULE

Name(s) Of Person(s) Or Organization(s):
ONLY THOSE PERSONS OR ORGANIZATIONS FOR WHOM YOU ARE REQUIRED TO WAIVE YOUR RIGHTS OF RECOVERY UNDER THE TERMS OF A WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

All persons and/or organizations that are required by written contract, or agreement with the insured, executed prior to the accident or loss, that waiver of subrogation be provided under this policy for work performed by you for that person and/or organization.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective: 1/1/24 Policy No.: WC 7058224 00 Endorsement No.

Insured: Frontline Road Safety Holdings II, LLC Premium $: INCL

Insurance Company: American Zurich Insurance Company Countersigned by _____

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WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE POLICY

WC 04 03 06 (Ed. 4-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT—CALIFORNIA

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy.)

This endorsement, effective on 01/01/24 (DATE) at 12:01 A.M. standard time, forms a part of

Policy No.: WC 7058224 00 Endorsement No.

of the American Zurich Insurance Company

(NAME OF INSURANCE COMPANY)

issued to: Frontline Road Safety Holdings II, LLC

Premium (if any) $: INCL

Authorized Representative

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization	Job Description
All persons and/or organizations that are required by written contract, or agreement with the insured, executed prior to the accident or loss, that waiver of subrogation be provided under this policy for work performed by you for that person and/or organization.	

BLANKET NOTIFICATION TO OTHERS OF CANCELLATION OR NONRENEWAL ENDORSEMENT

This endorsement adds the following to Part Six of the policy.

PART SIX
CONDITIONS

Blanket Notification to Others of Cancellation or Nonrenewal

1. If we cancel or non-renew this policy by written notice to you, we will mail or deliver notification that such policy has been cancelled or non-renewed to each person or organization shown in a list provided to us by you if you are required by written contract or written agreement to provide such notification. However, such notification will not be mailed or delivered if a conditional notice of renewal has been sent to you. Such list:
   a. Must be provided to us prior to cancellation or non-renewal;
   b. Must contain the names and addresses of only the persons or organizations requiring notification that such policy has been cancelled or non-renewed; and
   c. Must be in an electronic format that is acceptable to us.
2. Our notification as described in Paragraph 1. above will be based on the most recent list in our records as of the date the notice of cancellation or non-renewal is mailed or delivered to you. We will mail or deliver such notification to each person or organization shown in the list:
   a. Within seven days of the effective date of the notice of cancellation, if we cancel for non-payment of premium; or
   b. At least 30 days prior to the effective date of:
      (1) Cancellation, if cancelled for any reason other than nonpayment of premium; or
      (2) Non-renewal, but not including conditional notice of renewal.
3. Our mailing or delivery of notification described in Paragraphs 1. and 2. above is intended as a courtesy only. Our failure to provide such mailing or delivery will not:
   a. Extend the policy cancellation or non-renewal date;
   b. Negate the cancellation or non-renewal; or
   c. Provide any additional insurance that would not have been provided in the absence of this endorsement.
4. We are not responsible for the accuracy, integrity, timeliness and validity of information contained in the list provided to us as described in Paragraphs 1. and 2. above.

All other terms and conditions of this policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective: 1/1/24 Policy No. : WC 7058224 00 Endorsement No.
Insured: Frontline Road Safety Holdings II, LLC Premium $: INCL

Insurance Company: American Zurich Insurance Company

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JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Approve Contract Award – City Parking Lot 21.

Recommendation:

Approve the Contract Award for reconstruction of the southern portion of City Parking Lot 21 to Leavitt & Starck Excavating, Inc. of Lansing, Michigan at a cost of $181,746.88 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

Attached is a report Jon Dowling, City Engineer requesting approval of the contract award above for work at City Parking Lot 21, located on the northwest corner of W. Michigan Ave. and Blackstone St.

I recommend approval of the contract award. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: April 2, 2024

RECOMMENDATION: Approve the Contract Award for reconstruction of the southern portion of City Parking Lot 21 to Leavitt & Starck Excavating, Inc. of Lansing, Michigan at a cost of $181,746.88 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ISSUE STATEMENT

City Parking Lot 21 is located at the northwest corner of W. Michigan Ave. and Blackstone Street. The lot is in a deteriorating condition in need of pavement replacement of the south portion of the lot.

DESCRIBE THE CONSEQUENCES

If the parking lot is not improved, there will be no changes to its deteriorating condition. Engineering developed a contract for the reconstruction of the southern portion of the lot.

The Engineer's estimate for this project is $177,560.49. Bids are as follows:

Company	Bid
Leavitt & Stark Excavating, Lansing, MI	$181,746.88
Bailey Excavating, Inc., Jackson, MI	$191,811.50
Michigan Paving and Materials Co., Jackson, MI	$215,520.06
Dunigan Brothers, Inc., Jackson, MI	$241,904.20

This project will be paid out of Parking Funds.

Bid evaluation criteria is part of the Responsible Contractor Ordinance which consists of the following components:

A) Price (25%)
B) Corporate Accountability (25%)

C) Workplace Safety (25%)
D) Workforce Development (15%)
E) Social Equity (10%)

Company	A	B	C	D	E	Total
Leavitt & Stark Excavating	25	25	25	15	10	100
Bailey Excavating, Inc.	23.69	25	25	15	10	98.69
Michigan Paving and Materials Co.	21.08	25	25	15	10	96.08
Dunigan Brothers, Inc.	18.78	25	25	15	10	93.78

OWNERSHIP

Engineering is responsible for the maintenance and repairs to City parking lots.

On March 12, 2024 bids were opened in Purchasing for reconstruction of the southern portion of City Parking Lot 21.

SOLUTION

To get the parking lot reconstructed it is the request of Engineering in concurrence with the Purchasing Agent that this contract be awarded to Leavitt & Stark Excavating, Inc.

FACILITATE IMPLEMENTATION

Approve the Contract Award for reconstruction of the southern portion of City Parking Lot 21 to Leavitt & Starck Excavating, Inc. of Lansing, Michigan at a cost of $181,746.88 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ATTACHMENTS

1. Engineering City Lot 21 Contract Award ATT

AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Leavitt & Starck Excavating, Inc.

16220 National Parkway

Lansing, MI 48906

SURETY:
(Name, legal status and principal place of business)

United Fire & Casualty Company

118 Second Avenue SE

Cedar Rapids, IA 52407-3909

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Jackson

BOND AMOUNT: Five Percent of Bid (5% of Bid)

PROJECT: City of Jackson- Parking Lot Reconstruction
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner 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. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of March , 2024

(Witness)	Leavitt & Starck Excavating, Inc. (Principal) (Seal)
(Witness) Kim Bennett	(Title) United Fire & Casualty Company (Surety) (Seal)
	(Title) John T. Foster, Attorney-in-Fact

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061110

UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA
CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company – See Certification)

Inquiries: Surety Department
118 Second Ave SE
Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

JOHN T. FOSTER, JAMES N. SLEAR, HEATHER BUONODONO, SHERRY ALTMAN ALEXANDER, IAN T. FOSTER, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed $30,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2. Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact."

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this

22nd day of July, 2022

UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: Dennis J. Richmann
Vice President

State of Iowa, County of Linn, ss:

On 22nd day of July, 2022, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.

Judith A Jones
Iowa Notarial Seal
Commission number 173041
My Commission Expires 4/23/2024

Judith A Jones
Notary Public
My commission expires: 4/23/2024

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 12th day of March, 2024.

By: Mary A Bertsch
Assistant Secretary,
UF&C & UF&I & FPIC

BP●A0049 1217

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: March 12, 2024

In compliance with your invitation for bids dated **February 21, 2024** to perform

PARKING LOT 21 IMPROVEMENTS

in the City of Jackson, the undersigned, a(n)

~~1. individual, resident of~~ _____

doing business as _____

at _____

~~2. partnership, consisting of~~ _____

and _____

under the firm name of _____

3. corporation by the name of Hecwitt & Strarch Excavating

organized and existing under the laws of the State of Michigan

with offices at 10000 Scotland Rd. Parma Heights, Ohio 44130

(strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 45-4335441

(Corporate Seal, if applicable)

Name of Bidder: Hecwitt & Strarch Excavating

Signed By: _____

Its: President

BID SHEET

DATE:

PROPOSAL FOR: PARKING LOT 21 IMPROVEMENTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1500001	Mobilization, Max (10%)	LSUM	1.0	7500.00	7500.00
2	2040020	Curb and Gutter, Rem	Ft	15.0	13.05	195.20
3	2040045	Masonary and Concrete Structure Removal	Cyd	20.0	100.00	2000.00
4	2040055	Sidewalk, Rem	Syd	14.0	14.02	196.28

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	2040080	Exploratory Investigation, Vertical	Ft	8.0	331.25	2650.00
6	2047001	Pavt Sawcut	Ft	100.0	2.50	250.00
7	2047011	HMA Surface, Rem, Modified	Syd	1,560.0	6.61	10,311.60
8	2050031	Non Haz Contaminated Material Handling and Disposal, LM	Cyd	10.0	150.00	1500.00
9	2057021	Geogrid	Syd	1,400.0	3.82	5348.00
10	2080036	Erosion Control, Silt Fence	Ft	100.0	4.00	400.00
12	2087050	Erosion Control, Inlet Protection, Grate Filter Rectangular	Ea	12.0	250.00	3,000.00
13	2087050	Erosion Control, Inlet Protection, Grate Filter Round	Ea	1.0	250.00	250.00
14	3027011	Aggregate Base, 8 inch, 21AA, Modified	Syd	1,560.0	17.43	27,050.40
15	3060020	Maintenance gravel	Ton	65.0	53.46	3474.90
16	4027001	Sewer backfill, Class II	Ft	90.0	32.67	2940.30
17	4027001	Sewer, DI, 8 inch	Ft	90.0	119.00	10,710.00
18	4037050	Catch Basin Cover, Curb	Ea	2.0	795.00	1,590.00
19	4037050	Catch basin, 48 inch dia	Ea	2.0	4500.00	9,000.00
20	4037050	Mh Cover, Std	Ea	1.0	795.00	795.00
21	4037050	Storm Manhole, 48 inch dia	Ea	1.0	5500.00	5500.00
22	4037050	Utility Structure Cover, Adj, Case 1, Modified	Ea	1.0	1465.00	1465.00
23	5010033	HMA, 13A	Ton	420.0	120.00	50400.00
24	8020038	Curb and Gutter, Conc, Det F4	Ft	200.0	31.00	6200.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
25	8030044	Sidewalk, Conc, 4 inch	Sft	125.0	14.00	1750.00
26	8110204	Pavt Mrkg, Preformed Thermopl, Accessible Sym	Ea	3.0	505.00	1515.00
27	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	8.0	58.00	464.00
28	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	8.0	2.50	20.00
29	8120026	Pedestrian Type II Barricade, Temp	Ea	7.0	46.00	322.00
30	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	60.0	16.00	960.00
31	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	60.0	.50	30.00
32	8120140	Lighted Arrow, Type C, Furn	Ea	1.0	330.00	330.00
33	8120141	Lighted Arrow, Type C, Oper	Ea	1.0	23.00	23.00
34	8120170	Minor Traf Devices	LSUM	1.0	200.00	200.00
35	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	129.0	3.75	483.75
36	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	129.0	.35	45.15
37	8120352	Sign, Type B, Temp, Prismatic, Special, Furn	Sft	10.0	4.00	40.00
38	8120353	Sign, Type B, Temp, Prismatic, Special, Oper	Sft	10.0	.35	3.50
39	8120370	Pavt Mrkg, Waterborne, 4 inch blue	Ft	440.0	.77	338.80
40	8120370	Pavt Mrkg, Waterborne, 4 inch white	Ft	1,000.0	.77	770.00
41	8120370	Post. Steel, 3 pound	Ft	101.0	12.00	1212.00
42	8120370	Project Cleanup	LSUM	1.0	1500.00	1500.00
43	8120370	Sign, Type III, Erect Salvage	Ea	7.0	110.00	770.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
44	8120370	Sign, Type III, Rem	Ea	7.0	50.00	350.00
45	8120370	Site grading	LSUM	1.0	15,000.00	15,000.00
46	8120370	Traf Regulator Control	LSUM	1.0	300.00	300.00
47	8167011	Turf Establishment, Performance	Syd	60.0	40.86	2451.60
				TOTAL		181,000.48

TOTAL BID WRITTEN OUT:

one hundred eighty one thousand six hundred six and 48/100

Submitted Bid:	181,000.48
Labor Costs:	55,000.00
Materials Costs:	90,000.00
Equipment Costs:	36,000.48
Possible Change Orders:	

Bidder's Name:	Leewin Stiles Excavating Inc
Address:	6020 National Parkway
City, State, Zip:	Lansing, MI 48906
Telephone:	517-323-7630
Fax:	517-338-0767

Email Address:	deane.leavittandstarch.com
Federal ID Number:	45-4335441
Bid Signed By:	Dean Leavitt Print or Type
Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its President

CONTRACT COMPLIANCE

DATE: February 21, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Leavitt & Starch Excavating certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Leavitt & Starch Excavating understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: March 12, 2024 By: Leavitt & Starch Excavating
(Bidder's Name)

By: _____
(Signature)

By: President
(Title)

1600 National Parkway
Address

Lansing
City

MI 48906
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Leavitt & Sons Excavating

ADDRESS: 10220 National Parkway
Lansing, MI 48906

SIGNED BY:

TITLE: President

DATE: March 12, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: March 12, 2024 By: Vincent A Stanek Excavating
(Bidder's Name)

By: _____
(Signature)

By: President
(Title)

4220 National Pkwy
Address

Lansing
City

MI 48906
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Clinton)

Dean Wequitt, being first duly sworn, deposed and says that:

1. He is President of, Wequitt & Starch Excavating the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: March 12, 2024 By: Wequitt & Starch Excavating
(Company)

By: [signature] President
(Title)

Subscribed and sworn to before me, a Notary Public, this 12 day of March, 2024.

[signature]

DAWN TRAVIS
Notary Public - State of Michigan
County of Eaton
My Commission Expires Oct 2, 2028
Acting in the County of Clinton

Notary Public, _____ County,
My commission expires:_____

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

none

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Doug Leavitt an authorized representative of Leavitt & Sturdy Excavating am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated March 12, 2024

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
	Leavitt & Starch, Excavating
Telephone	Email Address
517-323-7630	deanleavittandstarch.com

Contract or matter pending with the City:

Parking Lot 21 Improvements

I, Dean Leavitt, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☑ None of the above apply.

Dated: March 12, 2024

_____
Signature

Subscribed and sworn to before me, a Notary Public, this 12 day of March, 20 24.

_____

DAWN TRAVIS
Notary Public - State of Michigan
County of Eaton
My Commission Expires Oct 2, 2028
Acting in the County of Clinton

Notary Public, _____ County,
My commission expires: _____

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Dean Leavitt, President
Name and Title of Authorized Representative

Leavitt & Sorrels Excavating, Inc.
Name of Participant Agency or Firm

[signature] March 12, 2024
Signature of Authorized Representative Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Hecuitt & Sands Excavating, Inc.
2. Established: Year 2011 Number of Employees 100
3. Type of organization: Individual ___ Partnership ___ Corporation ✓ Other ___
4. Former name(s) if any, and year(s) in business

N/A

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

   5.1 Company Name: See attached references
   Address: _____
   Phone: _____
   Contact: _____
   Type of Work: _____
   Budget: _____

   5.2 Company Name: _____
   Address: _____
   Phone: _____
   Contact: _____
   Type of Work: _____
   Budget: _____

   5.3 Company Name: _____
   Address: _____
   Phone: _____
   Contact: _____
   Type of Work: _____
   Budget: _____

I certify that all of the information provided is true and answered to the best of my ability.

Signed _____ Name Dean Hecuitt

Title President Date March 12, 2024

Leavitt & Starck Excavating, Inc.

16220 National Parkway
Lansing, MI 48906
Phone (517) 323-7630 Fax (517) 338-0767

Project References

Project Name:	East Lansing Local Streets 2016
Contract Amount:	$800,000.00
Owner:	City of East Lansing
Construction Manager / General Contractor:	
Engineer / Architect:	City of East Lansing
Contact:	Jack Schneman - East Lansing - 517-337-9459
Completion Date:	August, 2016
Description:	The project included approximately 1500LF of water main, storm sewer, and street reconstruction for the City of East Lansing. Access had to be maintained for residents of the apartment buildings in the neighborhood.

Project Name:	Willoughby Estates
Contract Amount:	$3,800,000.00
Owner:	Scott Wieland
Construction Manager / General Contractor:	Wieland
Engineer / Architect:	LSG
Contact:	Scott Wieland
Completion Date:	2018
Description:	The project consisted of the clearing, site work and utility installation for a new development consisting of apartment buildings, condominiums, and single family houses on the site of a former concrete plant. All of the material and concrete onsite had to be crushed, screened, and reused due to the fact all of the soil was contaminated. A concrete box culvert also had to be installed over an existing county drain. Massive undercuts were completed to prepare for building foundations.

Project Name:	Realize Cedar Street
Contract Amount:	$5,831,715.42
Owner:	Delhi Charter Township
Construction Manager / General Contractor:	Leavitt & Starck Excavating, Inc.
Engineer / Architect:	Hubbell, Roth & Clark, Inc.
Contact:	Lia Michaels (HRC)
Completion Date:	Jun-19
Description:	This project consisted of 4000LF of complete road reconstruction including storm sewer, sanitary sewer, and various water main relocations along the busy 4 lane part of Cedar Street between Holt Road, and Aurelius Road. This project had to be completed while maintaining one lane of northbound traffic at all times. Access to all businesses and houses had to be maintained as well. The project also included the complete reconstruction of the Holt Road and Cedar Street intersection, and the Aurelius Road and Cedar Street intersection. Both intersections had to be completely reconstructed and open to traffic within a two week time period. Complete sidewalk reconstruction, landscaping, and irrigation was also a part of this project.

Project Name:	Michigan Ave & Harrison Road Sewer Improvements
Contract Amount:	$10,500,000.00
Owner:	City of East Lansing
Construction Manager / General Contractor:	Leavitt & Starck Excavating, Inc.
Engineer / Architect:	Tetra Tech
Contact:	Cory Stenzel - Tetra Tech
Completion Date:	Jun-20
Description:	The work consists of the installation of 4,097 feet of 18 inch to 60-inch sanitary sewer along Michigan Avenue between Harrison Road and Highland Avenue running along W. Brody Road to the RTB building and the installation of 2,055 feet of 12-inch to 30-inch storm sewer along Michigan Avenue between Harrison Road and Highland Avenue. The project includes excavation, bypass pumping, the installation of new sanitary and combined sewer via open cut, jack and bore, tunneling, and directional drilling methods. It also includes the installation of new storm sewer, the rehabilitation of existing sanitary and storm sewers and manholes, the removal and abandonment of the existing sanitary and storm sewers, the installation of new junction chambers and siphon chambers, the removal of existing pavement, the installation of new HMA pavement, sidewalk and concrete drive replacement, and overall site restoration. Key elements of this project included 600 feet of 54" pipe tunneling and jacking on the west side of the MSU Brody Complex, and directional drilling two 24" sanitary lines, and one 18" sanitary line under the Red Cedar River. One lane of traffic in each direction must be maintained at all times with complete road closures only allowed on weekends. Maintaining vehicular and pedestrian traffic is key to the success of this project.

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Lecuitt & Starcks Excavating
ADDRESS:	16220 National Parkway
CITY, STATE, ZIP:	Lansing, MI 48906
TELEPHONE:	517-323-7630
OFFICERS:	
President: Dean Lecuitt	Email Address: dlecuitt@lecuittandstarcks.com
Vice President: Tom Starcks	Email Address: Tom@lecuittandstarcks.com
Secretary: Tom Starcks	Email Address: Tom@lecuittandstarcks.com
Treasurer: Tom Starcks	Email Address: Tom@lecuittandstarcks.com
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Lecuitt & Starcks Excavating
STREET ADDRESS:	16220 National Parkway
CITY, STATE, ZIP CODE:	Lansing, MI 48906
UNDER CURRENT MANAGEMENT SINCE (DATE):	December 2011

CRITERIA 3:

State and local licenses and license numbers held by your organization:

City of Lansing Drain Layer
" " Building Wrecker
Delhi Twp Drain Layer
Meridian Twp Drain Layer
Liquid Industrial By Product

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

none

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

confirmed

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

verified

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. See job references

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. See bonding letter

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

__✓__ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

__✓__ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

✓ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	See certificate
Type of Coverage:	
Telephone:	

Are you self-insured for Worker's Compensation Insurance? Yes ✓ No ____

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

All Security & Patrol staff are employees of the company. No employees or subcontractors are classified as independent contractors.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

✓ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

See attached standard warranty statement

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

All employees will be included in certified pay reports

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Leavitt & Stark will comply with applicable ordinances

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Unknown at this point in time

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

See attached resumes

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation. See attached references

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

See attached job references

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

assured

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved. See attached job references

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

no apprentices used

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

_____ Yes

__✓__ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program. on site performance

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average. See attached EMR letter

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

__✓__ Yes _____ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status none used

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

Becwith & Starch is an Equal Opportunity Employer

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses. See attached job application

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

See attached handbook

Becwith & Starch Excavating
Print Firm Name/Principal

Signature/Principal

March 22 2024
Date

FOSTER

January 12, 2023

RE: Bonding Capacity for Leavitt & Starck Excavating, Inc.

To Whom it May Concern:

It has been the privilege of Mouret Foster Inc. and United Fire & Casualty Company to provide surety bonds on behalf of Leavitt & Starck Excavating, Inc. In our opinion Leavitt & Starck Excavating, Inc. remains properly financed, well equipped and capacity managed.

At the present time Leavitt & Starck Excavating, Inc. maintains a single project surety line of $40,000,000 and an aggregate surety program to $80,000,000 which as of this date 80% is available. As always, United Fire & Casualty Company reserves the right to perform normal underwriting as the time of any bond request including, without limitation, prior review and approval of relevant contract documents, bond forms, and project financing. We assume no liability to the owner if for any reason we do not execute such bonds.

United Fire & Casualty Company is rated A (Excellent) by A.M. Best Company, the industry's leading independent rating agency. They are also on the U.S. Treasury Department Listing of Approval Sureties (2012 Department Circular 570) and have individual underwriting limitation on bonds up to $65,202,000 as well as being licensed in all 50 states.

Leavitt & Starck Excavating, Inc. and its principals enjoy an outstanding reputation, and our firm is proud to be associated with them. If you need any additional information, please feel to contact me.

LEAV&ST-01 LLUCE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/10/2023

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	CONTACT NAME: Lauren Luce
David Chapman Agency, Inc. P.O. Box 30109 Lansing, MI 48909	PHONE (A/C, No, Ext): (517) 492-8269 FAX (A/C, No): E-MAIL ADDRESS: lluce@davidchapmanagency.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: EMCASCO	21407
INSURER B: Employers Mutual Casualty	21415
INSURER C: Safety National Casualty Corporation	15105
INSURER D: Westchester Surplus Lines Ins	10172
INSURER E:	
INSURER F:	

INSURED
Leavitt & Starck Excavating Inc
Dawn Travis
16220 National Parkway
Lansing, MI 48906

COVERAGES **CERTIFICATE NUMBER:** **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	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS MADE [X] OCCUR X XCU, Contractual GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [ ] LOC OTHER:			6D54519	5/1/2023	5/1/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			6E54519	5/1/2023	5/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
B	X UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			6J54519	5/1/2023	5/1/2024	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ] N/A If yes, describe under DESCRIPTION OF OPERATIONS below			LEAVI1C	5/1/2023	4/30/2024	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
D	Contractors Pollutio			G28248957002	4/1/2023	5/1/2024	Per Incident	2,000,000
D	Contractors Pollutio			G28248957002	4/1/2023	5/1/2024	Per Aggregate	2,000,000

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

CERTIFICATE HOLDER

For Informational Purposes
on the Above Date of Issue Only

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

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Leavitt & Starck Excavating, Inc.

Date of Letter

WARRANTY

Project: Project Name **Owner: Owner Name**

RE: Certificate of Warranty

Effective Date: ***Date of Substantial Completion***

We hereby warrant and guarantee that the material and/or labor we suppled for the **Site Work** for the above referenced project is free from defects for a period of one year from the date of "Substantial Completion"; and the work as installed will fulfill the requirements in the contract documents according to the manufacturer's warranty. This is in addition to and does not void any warranty provided by the manufacturer.

The undersigned agrees to repair or replace any or all such work, as appropriate, together with any other adjacent work which may be displaced in connection with such replacement of work that may prove to be defective in workmanship or material within a period of one year from the Date of Substantial Completion; ordinary wear and tear and unusual abuse or neglect are exceptions. If there are any special care or maintenance requirements as conditions under this warranty, such requirements have been discussed and accepted by the Owner and are attachments to this and incorporated herein. Date of Substantial completion is determined by the provision of the agreement between **General Contractor** (General Contractor) and the Owner of the project.

If we fail to commence and correct any work required under this warranty in a reasonable time frame, General Contractor, or the Owner, at the General Contractor's option, may correct or cause the work to be completed and we agree to pay any and all costs thereof within fifteen (15) calendar days from the date of such invoice from General Contractor or the Owner.

Special care instructions or other maintenance requirements __ are __ are not attached here to (please initial appropriate response; if no response is indicated, it will be presumed that there are no applicable care of maintenance requirements).

Leavitt & Starck Excavating, Inc.
Subcontractor or Suppliers Name

16220 National Parkway
Address

Lansing, MI 48906
City, State & Zip

(517) 323-7630
Phone Number

_____
Authorized Signature Date

Signed and sworn to before me in

_____ County, Michigan on this

_____ day of _____, 20__

_____
_____, NOTARY PUBLIC

_____
My Commission Expires:

Dean C. Leavitt

710 S. Perkey Road
Charlotte, MI 48813
517-202-3209

Experience

President – Leavitt & Starck Excavating, Inc.
December 2011 – Present

- Responsible for procuring and managing up to 4 million dollars of work.
- Manage daily business operations
- Schedule and supervise all field personnel and operations

Owner – Leavitt LLC
April 2010 – Present

- Manage daily business operations

Project Estimator/Manager – TCI Inc. of Michigan
March 2010 – October 2010

- Responsible for procuring and managing up to 5 million dollars of work.
- Delegate bidding responsibilities of multiple project managers
- Maintain and propagate GPS field operations
- Schedule and supervise all field personnel and operations

Project Estimator/Manager – Teri's Excavating/TCI Inc. of Michigan
January 2007 – March 2010

- Responsible for procuring and managing up to 7 million dollars of work.
- Manage the bid schedule of both companies
- Maintain the GPS operations of both companies
- Integrate operations of both companies to maintain maximum efficiency of both

Project Estimator/Manager – Teri's Excavating
January 2006 – December 2006

- Responsible for procuring and managing up to 3 million dollars worth of work.
- Responsible for the integration of GPS into the field operations.
- Responsible for layout of utilities and earthwork on all of the jobs.

General Superintendent – E.T. Mackenzie Company
January 2002 – December 2005

- Responsible for scheduling up to 200 employees on various jobs

throughout the state of Michigan.
- Responsible for coordinating equipment deliveries to all jobs in Michigan.
- Responsible for scheduling up to 40 trucks delivering materials to multiple jobsites.
- Responsible for completing up to 50 million dollars worth of work each year on time.
- Responsible for coordinating day to day sand, gravel, concrete and spoil pit operations.

Foreman – E.T. Mackenzie Company
January 1998 – December 2001
- Responsible for coordinating the day to day operations onsite for larger (1 to 4 million dollars generally) private and commercial jobs in the state of Michigan.
- Responsible for coordinating and scheduling multiple sewer and earthwork crews on the same job.
- Responsible for coordinating and scheduling multiple subcontractors on the same job.
- Performed most of my own layout on the jobs for utilities and earthwork using GPS and robotic total stations.
- Responsible for coordinating and meeting the owners schedule on multiple projects.

Surveyor – E.T. Mackenzie Company
January 1997 – December 1997
- Responsible for layout of utilities and earthwork for crews throughout the state of Michigan.
- Responsible for integration of GPS into the field operations.

Foreman – WWA Bridge Company
September 1996 – December 1996
- Responsible for day to day operations onsite for bridge painting and removal projects throughout the state of Michigan.

Design Engineer – Fishbeck, Thompson, Carr and Huber
January 1995 – August 1996
- Responsible for providing clients with feasible designs on small to medium sized water and sewer projects in the state of Michigan.
- Responsible for coordinating utility company issues on various projects.

Project Inspector – Fishbeck, Thompson, Carr and Huber
June 1994 – December 1995

- Responsible for ensuring that various CSO type projects in Grand Rapids and South Haven, Michigan were built to the owners specifications.

Student Engineering Aide – MSU Physical Plant
August 1991 – May 1994
- Responsible for Miss Digs and asbuilts for utilities on campus
- Responsible for recordkeeping of all renovation and construction jobs on campus

Education

Bachelor of Science - Civil Engineering
Michigan State University
May 1994

Training

Certified Storm water operator
EIT test passed
CPR and First Aid trained
MIOSHA safety and Qualified Person training
Amerisure Loss Prevention training

Thomas W. Starck

404 Haley Ct
Laingsburg, MI 48848
Phone Number: (517) 202-5068

EDUCATION:

Michigan State University:
Bachelor of Science - Construction Management (December 2007)

EXPERIENCE:

Leavitt & Starck Excavating, Inc., Lansing, MI (January 2012- Present)
Vice President
Responsible for procuring, scheduling, and managing projects, along with coordinating and planning day to day operations

Leavitt LLC, Ovid, MI (May 2011-December 2011)
Responsible for procuring, scheduling, and managing work, along with coordinating and planning day to day business operations

TCI Inc, of Michigan, Eaton Rapids, MI (January 2008-April 2011)
Estimator/Project Manager
Responsible for procuring, managing, and scheduling up to $5,000,000.00 of site and utility work
Responsible for GPS layout and staking on projects

E.T. MacKenzie Companies, Grand Ledge, MI (May 2005- December 2007)
Heavy Equipment Operator
Responsibilities included operating bulldozers, loaders, backhoes, and excavators on various large commercial and public projects in the state of Michigan

Mint City Excavating, Inc., St. Johns, MI (June 2000- April 2005),
Heavy Equipment Operator and Truck Driver
Responsibilities included operating bulldozers, excavators, loaders, backhoes, etc on various commercial and residential projects in the greater Lansing area

LICENSES/TRAINING
Commercial Driver License Class A
Certified Storm Water Operator
30 Hour OSHA Safety Training

Leavitt & Starck Excavating, Inc.

Clint Martinez
Project Engineer

2017-Present – Leavitt & Starck Excavating, Inc. – Project Engineer
Responsibilities Include:

- Carlson Takeoff CAD operator performing estimating, construction drawing, surveying & staking calculations.
- Project Engineer providing consultation services to crews
- Project estimation
- Project Supervisor for directionally drilled utility construction crew
- Company Surveyor providing construction staking on projects
- Certified MDEQ Comprehensive and Construction Site storm water operator performing plan review and site inspections
- PACP/MACP/LACP certified through NASSCO for the inspection of sewer system components
- MDEQ Certified Drinking Water Distribution System Operator. License S-2

2013-2017 - City of East Lansing - Engineering Technician II
Responsibilities Included:

- AutoCAD system manager and standards developer, currently implementing, managing, and providing staff support for current versions of AutoCAD LT, AutoCAD, and AutoCAD Map 3D Familiarity with other versions including AutoCAD MEP and Civil 3D.
- Lead designer for infrastructure projects including sewer, water, roadway, ADA compliant facilities and other related systems. Plan and specification development, cost estimating, and field staff support during construction.
- Field observer for construction activities, overseeing infrastructure improvements projects of varying degrees of complexity and cost. Item tracking, daily field reporting, inter-agency coordination.
- Created and managed the department's survey program, performing topographic surveys and construction staking for construction projects which are designed in-house. Proficient with Trimble data collection hardware and software, Trimble GPS systems, and Nikon & Sokkia manual total stations.
- Certified MDEQ Comprehensive and Construction Site storm water operator performing plan review and site inspections
- PACP/MACP/LACP certified through NASSCO for the inspection of sewer system components.
- MDEQ Certified Drinking Water Distribution System Operator, License S-2

2004-2013 - Wolverine Engineers and Surveyors, Inc. - Engineering Technician II
Responsibilities Included:

Preliminary Survey, Project Design, Quantity Calculations, Public Relations, Project Management, AutoCAD Operator (Land Desktop 2002-2008, AutoCAD MEP, AutoCAD Civil 3D), Sewer Analysis, Cost Estimating, Construction Inspection, MDOT/MEDC project documentation, in-place density determination, on-site concrete testing, contractor payment, In-house Training Instructor, MDOT FieldManager Operator, FHWA Certified Bridge Inspector

2002 - 2004 – Enger Surveying and Engineering – Instrument Operator/Rodman/Crew Chief
Responsibilities Included:

Member of two/three-man construction site layout crew with additional experience in Boundary, Photographic Control, ALTA, Topographic, and Mortgage Surveys. Experience in Construction Inspection.

1999-2002 – Robert L. Johnson Construction – General Laborer/Equipment Operator/Site Layout/Crew Leader
Responsibilities Included:

Light/Heavy Equipment Operator, Supervisor of basement and construction site layout and grade designs, Project Supervisor of four-man water/sewer service boring/installation/repair crew, Laborer for underground utility and roadway construction site crew. Experience in septic system installation and maintenance.

1997-1999 – Ripstra and Scheppelman- Instrument Operator/Rodman
Responsibilities Included:

Member of two/three-man construction site layout crew with additional experience in Boundary, Photographic Control, ALTA, Topographic, and Mortgage Surveys. Experience in Construction Inspection.

1994-1997 – Glenn Fauser Surveying – Instrument Operator/Rodman
Responsibilities Included:

Member of two-man Boundary and Mortgage Survey Crew, with experience in photographic controlled surveys and construction site layout. AutoCAD drafting experience with R-11.

KURT **HEBELER**

6244 E Walker Rd, Ovid MI. 48866 (517) 719-5148
kurt@leavittandstarck.com

Operating Foreman, Estimator, Project Manager dealing with day to day management of construction/excavation projects. Including but not limited to sanitary, storm, and water main. Site development, road construction, and demolition.

EXPERIENCE

1996 – 2005
OPERATING FOREMAN, HEBELER ENTERPRISES, INC.
Operating excavating equipment, installing sanitary, storm, and water main. Basement foundation excavation. Site clearing. Demolition

2005 – 2009
OPERATING FOREMAN, YOUNGSTROM CONTRACTING
Operating excavating equipment, installing sanitary, storm, and water main. Basement foundation excavation. Site clearing. Demolition. Road reconstruction. Site development.

2009 – 2013
OPERATING FOREMAN, MILLER BROTHERS EXCAVATING
Operating excavating equipment, installing sanitary, storm, and water main. Basement foundation excavation. Site clearing. Demolition. Road reconstruction. Site development.

2013 – PRESENT
OPERATING FOREMAN, ESTIMATOR, PROJECT MANAGER.
LEAVITT & STARCK EXCAVATING, INC.
Operating excavating equipment, installing sanitary, storm, and water main. Basement foundation excavation. Site clearing. Demolition. Road reconstruction. Site development.

EDUCATION

JUNE 1996
HIGH SCHOOL DIPLOMA, ST. JOHNS HIGH SCHOOL
Graduated with honors, in top of graduating class.

SKILLS

- Great communication skills
- Interpreting and following blueprints
- Estimating and managing workforces
- Managing job sites with safety and production going hand in hand

Dawn Travis
7409 Chelmar Dr.
Lansing, MI 48906

SKILLS PROFILE

- Proficient with: Microsoft Office – Outlook, Excel & Word
- Excellent filing and organizational skills
- Ability to produce various methods of correspondence as well as manage a multi-line phone system involving numerous lenders
- Extremely customer service orientated
- Notary Public

EMPLOYMENT HISTORY

Leavitt & Starck Excavating, Inc
Chief Financial Officer **2016 – Present**

- Project Contract Administration, drafting contracts & ensuring proper insurance documentation is received and maintained
- Processing of both Accounts Payable & Accounts Receivable
- Payroll Processing / Employee Benefits Management
- Coordination of Corporate Insurance
- Corporation / Project / Trucking Permitting & Bonding

Union Bank – Lake Odessa, MI
Loan Operations **2013 – 2016**

- Oversee Commercial, Consumer and Residential Loan Operations
- Coordinate and assist staff training on Regulations & Origination Systems
- System Admin for various Loan Origination Programs
- Perform Pre Close & Post Close file review for Commercial & Consumer loan files respectively
- Assist in preparing loan documentation as needed

Credit Assistant **2011 – 2013**

- Maintain and track financial statements
- Assist in completion of credit requests
- Compile weekly reports for the Lending and Credit departments
- Create and maintain property tax tracking report.

Administrative Assistant **2010 – 2011**

- Document Commercial & Consumer loans with varying pieces of collateral
- Assist with scheduling of loan closings & various customer appointments
- Work with Lenders regarding problem loans & Bank owned property

Mercantile Bank of Michigan – East Lansing, MI
Commercial Loan Administrative Assistant **2005 - 2010**

- Document commercial loans of all types with various pieces of collateral
- Process customer advances, payment & transfers as needed
- Experience working with problem loans & working with outside legal council on resolution
- Work with Lenders & customers to resolve overdraft's and past due accounts
- Compile various reports as needed for the Commercial Lending department

Comerica Bank – Lansing, MI
Secretary **2002 – 2005**

- Ordering & processing loan documentation packages
- Ensuring that collateral is sent to the proper county for recording
- Processing advances, payments & transfers for customers as needed
- Receiving and verifying monthly, weekly & daily accounts receivable aging reports

EDUCATION
Diploma **1999**
Byron Center High School – Byron Center, MI

DAVID CHAPMAN AGENCY

Making Insurance and Bonds Easy

November 14, 2023

Leavitt & Starck Excavating Inc
Dawn Travis
16220 National Parkway
Lansing, MI 48906

Re: Experience Modification Rating (EMR)

As insurance agents for Leavitt & Starck Excavating Inc we are pleased to report that their current workers compensation experience modification (EMR) is as follows:

0.5% for 5/1/2021

0.5% for 5/1/2022

0.57% for 5/1/2023

The low experience modification factor is the result of Leavitt & Starck Excavating Inc's attention to safety, and company culture. If you have any further questions about Leavitt & Starck Excavating Inc or their safety record, please contact us.

Sincerely,

Robert Chapman
(517) 321-4600

[redacted]

APPLICATION FOR EMPLOYMENT

To the Applicant: We appreciate your interest in our Firm and assure you that we are interested in your qualifications. A clear understanding of your background and work history will aid us in seeking to place you in a position which, in our judgement, best meets your qualifications. You may complete this application now or return the completed application at a later time. You may show this application to any person of your choice.

We are an equal opportunity employer and will not unlawfully discriminate on the basis of race, color, sex, religion, national origin, age, sexual orientation, gender identity, marital or veteran status, the presence of a medical condition or disability, height, weight or any other protected status.

All Applications will be considered for open positions for 30 days from the Date of Application.

PERSONAL

Name: _____ Date of Application: _____
(Last, First, Middle)

Address: _____
(Street) (City) (State) (Zip)

Telephone (with Area Code): _____ Social Security Number: _____

Are you 18 years or older? Yes ☐ No ☐ Are you a U.S. Citizen? Yes ☐ No ☐

Are you authorized to work in the United States? Yes ☐ No ☐

Have you been previously employed here? Yes ☐ No ☐ If yes, date(s) _____

Supervisor Name(s): _____

Have you filed an application before? Yes ☐ No ☐ If yes, date(s) _____

List any friends or relatives working here: _____

What method of transportation will you use to come to work? _____

Employment Desired:

Position(s) applied for: _____

Kind of work sought: Full Time ☐ Part time ☐ Other ☐

Do you have any special training, skills, qualifications or other experiences that relate to the position(s) applied for?

_____

_____

Salary desired: _____ Date available to work: _____

Employers must make accommodations to disabled applicants and employees where the accommodation does not impose an undue hardship on the employer. Under Michigan law only, disabled employees and applicants may request an accommodation of their disability by notifying the firm in writing of the need for accommodation within 182 days of the date the disabled individual knows or should know that an accommodation is needed. This requirement does not apply to an individual's right under the Americans with Disabilities Act. Failure to properly notify the firm may preclude any claim that the employer failed to accommodate the disabled individual.

Employment Experience:

1	Employer	Date		Work Performed
	Address	From	To	
	City, State, Zip			
	Phone Number (with Area Code)	Hourly Rate / Salary		
	Job Title	Starting	Final	
	Supervisor			
	Reason for Leaving			
2	Employer	Date		Work Performed
	Address	From	To	
	City, State, Zip			
	Phone Number (with Area Code)	Hourly Rate / Salary		
	Job Title	Starting	Final	
	Supervisor			
	Reason for Leaving			
3	Employer	Date		Work Performed
	Address	From	To	
	City, State, Zip			
	Phone Number (with Area Code)	Hourly Rate / Salary		
	Job Title	Starting	Final	
	Supervisor			
	Reason for Leaving			

List any other positions held on a separate sheet.

Education	Name/Location	Years Comp	Diploma/ Degree	Courses of Study
High School				
College				
Graduate				
Apprenticeship & Vocational Training				
Certifications				

References:

	Name	Address	Phone Number	Years Acquainted
1				
2				
3				

Military Service Record:

Have you had any experience in the Armed Forces of the United States or in a State National Guard? Yes ☐ No ☐

If yes, what Branch? _____

Are you in the Reserves? Yes ☐ No ☐ If yes, date obligation ends: _____

Special / Technical training: _____

Additional Information:

Do you have a valid driver's license? Yes ☐ No ☐ License No.: _____ State: _____

State any additional information that you feel may be helpful to us in considering your application.

_____

_____

_____

Name, address, and telephone number of the person to be notified in the event of an accident or emergency.

_____

_____

Authorization and Understanding:

Upon the signing of this application, I represent that all of the information now or hereafter given by me in support of my application is true and complete. I authorize you to verify any of the information concerning my background, including by not limited to, my employment, driving record, education, criminal history, or medical history (post-offer only), with the appropriate individuals, companies, institutions or agencies, and I authorize them to release such information as you require, including my prior disciplinary employment record, without any obligation to give me written notice of such disclosure. I hereby release you and them from any liability whatsoever as a result of any such inquiries and disclosures and this release from liability does not waive or prohibit an individual from filing a charge of discrimination under the laws enforced by the EEOC. I agree that any false information in support of my application may subject me to discharge at any time during the period of my employment.

I agree that either party may terminate the employment relationship, with or without cause, at any time, and I further agree that this arrangement may only be altered in writing directed to me personally and signed by the President of the firm. I agree that I shall be bound by the other rules, policies, regulations and terms and conditions of employment of the firm as they are from time to time changed, and no additional obligations can be imposed on the firm except those which have been acknowledged in writing, by the President or his designated representatives.

I agree that any action or suite against the firm, its agents or employees, arising out of my employment or termination of employment, including, **but not limited to, claims arising under State and Federal law, but not Federal civil rights statues containing a separate limitations period, must be brought within 180 days of the event giving rise to the claims or be forever barred unless the applicable statute of limitations period is shorter than 180 days in which case I will continue to be bound by the shorter limitations period. I waive any limitation periods to the contrary. I further agree that if I should bring any non-statutory action or claim arising out of my employment against the firm, in which the firm prevails, I will pay to the firm any and all such costs incurred by the firm in defense of said claims or actions, including attorney fees.** I further agree that my employment is conditional until such time as the results of my post-offer physical (if such physical is required) are known.

Date: _____ Signature: _____

Equal Employment Opportunity Questionnaire

This Company is in full compliance with Federal, State and Local laws and with Executive Order 11246, as amended, is committed to the continual evaluation of our Affirmative Action Program (AAP).

Anti-Discrimination Notice

It is an unlawful employment practice for an employer to fail or refuse to hire or discharge any individual, or otherwise discriminate against an individual with respect to the individual's terms and conditions of employment, because of an individual's race, color, religion, sex, national origin, disability, sexual orientation, gender identity, disability, or veteran status.

In order to evaluate our progress as an Equal Opportunity Employer, we are asking applicants to complete this questionnaire.

INFORMATION PERTAINING TO SEX AND RACE / ETHNIC HERITAGE IS REQUESTED AND VOLUNTARY.

Confidential Applicant Information: **Female** ☐ **Male** ☐

Race / Ethnic Heritage (please check one). If two or more categories apply, choose the one with which you most clearly identify.

☐ **Hispanic or Latino** – A person of Cubin, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

☐ **White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

☐ **Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.

☐ **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

☐ **Asian (Not Hispanic or Latino)** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

☐ **American Indian or Alaska Native (Not Hispanic or Latino)** – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

☐ **Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above races.

☐ **Other**

***If you choose not to self-identify your race / ethnicity, the Federal Government requires the Employer to determine this information by visual survey and / or other available information.**

Applicant Name (Print)

Applicant Signature

Leavitt & Starck Excavating, Inc.

Criminal Records Check Policy

This Company obtains criminal conviction record checks on applicants for employment. This Memo confirms the employment applicant review policy concerning conviction records of applicants.

1. **This policy only reviews convictions. Arrest records will not be checked.**

2. No applicant will be hired who has any conviction or incarceration for any crime of dishonesty, drug possession or sales, assault, or aggression within seven (7) years before applying for the job at the Company.

3. No applicant will be hired for any position involving driving who has a conviction for any driving offense involving alcohol or drug use within three (3) years before applying for the job at the Company.

4. All other applicants with convictions within seven (7) years of application will be reviewed by the Company to determine whether the conviction disqualifies the applicant. The Company will also review driving records and may reject applicants because of poor driving records.

5. Any applicants who falsify employment applications by indicating they have not convictions when they have been convicted in the past (of any date or type) will not be hired and, if hired before the conviction search is completed, will be terminated when the search record confirming a conviction is received by the Company.

6. Any employee who is convicted for any reason during their employment must inform the Company, in writing, of the conviction within five (5) business days of the conviction. Failure to timely provide written notification to the Company of the conviction will result in the immediate termination of the employee. The employment status of am Employee who timely reports a conviction will be reviewed on a case-by-case basis. The Company may, in its discretion and as allowed by law, also conduct random and/or periodic criminal records checks of existing employees for convictions.

7. Appropriate steps will be taken to maintain the confidentiality of information received regarding an applicant's or employee's criminal record. Criminal conviction records will be maintained by the Human Resources Department in a file separate from employee and applicant files or kept in an appropriate restricted envelope secured for restricted access.

8. Nothing in this Policy shall modify the Company's employment policies.

Leavitt & Starck Excavating, Inc.

Criminal Records Check

Name: _____

Date of Application: _____

Have you been convicted of a crime as defined by the attached Company Criminal Records Check Policy?

Yes ☐ **No** ☐

If so, where, when and nature of offense: _____

_____

_____

_____

I represent that all of the information now or hereafter given by me in support of my application is true and complete.

_____ _____

Applicant Signature Date

Voluntary Self-Identification of Disability

Form CC-305
OMB Control Number 1250-0005
Expires 1/31/2020

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities.[1] To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

- Blindness
- Deafness
- Cancer
- Diabetes
- Epilepsy
- Autism
- Cerebral palsy
- HIV/AIDS
- Schizophrenia
- Muscular dystrophy
- Bipolar disorder
- Major depression
- Multiple sclerosis (MS)
- Missing limbs or partially missing limbs
- Post-traumatic stress disorder (PTSD)
- Obsessive compulsive disorder
- Impairments requiring the use of a wheelchair
- Intellectual disability (previously called mental retardation)

Please check one of the boxes below:

- ☐ YES, I HAVE A DISABILITY (or previously had a disability)
- ☐ NO, I DON'T HAVE A DISABILITY
- ☐ I DON'T WISH TO ANSWER

Your Name _____ Today's Date _____

Voluntary Self-Identification of Disability

Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

---

[i] Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.

Leavitt & Starck Excavating, Inc.

Employee Handbook
A Guide For Our Employees



Revised February 14, 2020

EMPLOYEE AGREEMENT AND ACKNOWLEDGEMENT OF RECEIPT OF HANDBOOK

I acknowledge that I have received a copy of the Leavitt & Starck Excavating, Inc. ("Leavitt & Starck" or the "Company") Employee Handbook ("Handbook"). I understand that I am responsible for reading and abiding by all policies and procedures in this Handbook, as well as other policies and procedures of the Company. I understand that the Company has the right to change, amend, or terminate any policy, benefit, guideline, term, or provision of this Handbook at any time and that I will be bound by any such changes. I understand that any previous policies or representations related to my employment are no longer in effect, having been replaced only by those terms detailed in this Agreement and in the Handbook.

I acknowledge that I am an at-will employee of Leavitt & Starck as described and provided in this Handbook. I also acknowledge that no one is authorized to modify the terms of this Handbook or make any agreement that is different from its terms, except by either (1) a written agreement signed by the Company's President, Vice President, or both; or (2) the Company's authorized publication and distribution of a revised edition of this Handbook. I also understand that the purpose of this Handbook is to provide me with advanced notice of the Company's policies and procedures, and the Handbook contains no contractual terms or provisions except for the contractual terms and conditions of employment provided on or incorporated through this Agreement and Acknowledgement of Receipt. This Agreement and Acknowledgement of Receipt contains or references the only contractual promises established by this Handbook between the Company and me.

I agree that all records, files, papers, information, documents, and software to which I may have access in the course of my employment with Leavitt & Starck are confidential, and I will treat them as strictly confidential during and after my employment. When my employment ends, or when requested by the Company, I will return all Company property in my possession, including any keys, tools, equipment, or vehicles owned by the Company and provided to me in the course of my employment, and also including any records, files, papers, information, documents, and software owned by the Company or containing confidential Company information. I will not, during or after my employment, disclose to any person or organization any confidential information that I acquired in the course of my employment with the Company, and I will not use such information for the benefit of any person or organization other than in the proper performance of my job duties on behalf of the Company.

I authorize Leavitt & Starck to deduct from my final paycheck (or from any other amounts that may be due me when my employment with the Company ends) any amounts that I may owe to the Company on account of loans, advances of wages, benefits paid to me by the Company that I had not earned or accrued, unpaid insurance premiums, or any other debts or obligations.

I agree that any claim or suit that relates to my employment with Leavitt & Starck or my termination of employment with the Company must be filed within the following time limits or be forever barred: (1) for any claim or dispute covered by the Leavitt & Starck Dispute Resolution procedure (see Article VI of the Handbook) or brought under that procedure, within the applicable

time limitations as specifically described as provided by that procedure; (2) for suits requiring a Notice of Right to Sue from the EEOC or any equivalent governmental agency, within 90 days after the EEOC or agency issues that Notice; or (3) for all other claims, within (a) 180 days of the events giving rise to the claim, or (b) the time limit specified by the applicable statute or at common law, whichever is shorter. Further, I agree to waive any statute of limitation to the contrary.

I acknowledge and knowingly and voluntarily agree to be contractually bound to all provisions of Article VI of the Leavitt & Starck Handbook's (February 14, 2020 revision) Dispute Resolution Procedure, in which I have agreed to use alternative dispute resolution, in lieu of litigation, as the sole means of resolving any dispute or claim I may raise, initiate, or counterclaim against Leavitt & Starck. I acknowledge that this Agreement explicitly incorporates the terms of the Company Dispute Resolution Procedure, and I agree to be contractually bound by those terms. I agree that the disputes covered by the Dispute Resolution procedure include (but are not limited to): (a) any dispute concerning my employment with the Company; (b) any dispute concerning any termination or cessation of my employment with the Company; (c) any wrongful termination claims brought by me against the Company; and (d) any employment discrimination, failure to accommodate, interference, or retaliation claims brought by me against the Company. I acknowledge and agree that the Dispute Resolution Procedure requires me to comply with certain procedural and timeliness requirements, and I further understand and agree that I irrevocably waive any claim or dispute which I fail to submit a dispute in compliance with these procedural and timeliness requirements. I agree that the Company retains the discretion to initiate in an appropriate judicial forum any claim or counterclaim it may raise against me, and I acknowledge that nothing about this Agreement or the Handbook limits the Company's right to seek injunctive relief against me in a judicial forum. Finally, I understand that by agreeing to arbitration I waive any right I may have to sue or seek a jury trial, and I further acknowledge that the decision of the arbitrator will be final and binding.

_____ _____

Signature *Date*

_____

Full Name (please print)

Please sign and date one copy of this Agreement and return it to Human Resources Department to memorialize your acceptance of the terms of this Agreement. Retain a second copy for your reference.

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WELCOME

Welcome to Leavitt & Starck Excavating, Inc.!

We are excited to have you as part of our team. You were hired because we believe you can contribute to the success of our business, and share our commitment to achieving our goals as stated in our mission statement.

Leavitt & Starck Excavating, Inc. is committed to quality and unparalleled customer service in all aspects of our business. As part of the team, we hope you will discover that the pursuit of excellence is a rewarding aspect of your career here.

This Employee Handbook contains the key policies, goals, benefits, and expectations of Leavitt & Starck Excavating, Inc., and it will also generally provide other information you will need to know to safely and effectively do your job here. You should use this handbook as a ready reference as you pursue your career with Leavitt & Starck Excavating, Inc. Additionally, the handbook assures good management and fair treatment of all employees. At Leavitt & Starck Excavating, Inc. we want to recognize the contributions of all employees.

Leavitt & Starck Excavating, Inc. Mission Statement:

Leavitt & Starck Excavating, Inc. incorporates flexibility, innovation, safety, and time management for quality results on every project. Whether small or large, our experienced team will put forth the extra effort to deliver a cost-effective quality solution. Trust Leavitt & Starck Excavating, Inc. to lay the groundwork for your future.

The success of Leavitt & Starck Excavating, Inc. is determined by our success in operating as a unified team. We must earn the trust and respect of our customers every day in order that the customers make the decision to choose our services. We sell service, and service is provided by people. There is no magic formula.

Our success is built by creative, productive employees who are encouraged to make suggestions while thinking "outside the box". Your job - every job here at Leavitt & Starck Excavating, Inc. - is essential to fulfilling our mission every day to the people who trust and respect us. The primary goal of Leavitt & Starck Excavating, Inc., and you, as one of its employees, is to live our mission statement and continue to be an industry leader. We achieve this through dedicated hard work and commitment from every employee. It is the desire of Leavitt & Starck Excavating, Inc., to have every employee successful in their job, and be part of achieving our goals.

Welcome aboard! We look forward to working with you.

Dean Leavitt
President

Tom Starck
Vice President

INTRODUCTION

This Employee Handbook ("Handbook") is a compilation of personnel policies, practices and procedures currently in effect at Leavitt & Starck Excavating, Inc. ("Leavitt & Starck" or the "Company").

What is the Handbook Intended to Do?

The Handbook is designed to introduce you to Leavitt & Starck, familiarize you with Company policies, provide general guidelines on work rules, benefits and other issues related to your employment, and help answer many of the questions that may arise in connection with your employment. The Handbook is intended to provide you with a convenient overview, summary, and explanation of present policies and practices at the Company. But no single Handbook can cover every situation or matter that might arise in the workplace. For this reason, specific questions regarding the applicability or impact of a particular policy or practice described in this Handbook should be addressed to the Human Resources Department.

What is the Handbook NOT Intended to Do?

Like most American companies, Leavitt & Starck generally does not offer individual employees formal employment contracts with the Company, and the Company maintains an at-will relationship with all its employees. No term of this Handbook limits or alters the Company's right to terminate the employment of any employee with or without cause and with or without notice. Any statements in this Handbook addressing disciplinary policies or procedures shall not alter or limit the Company's ability to take disciplinary action against any employee with or without cause and with or without notice.

Except for those specific contractual terms provided on or incorporated by the **Leavitt & Starck Excavating, Inc. Employee Agreement and Acknowledgement of Receipt of Handbook** ("Agreement and Acknowledgement") form (which you will sign and return to us as a condition of beginning or retaining your job), this Handbook is not a contract and does not contain express or implied contractual terms. With the exception of the Agreement and Acknowledgement page, this Handbook is not intended to create, nor should it be construed to constitute, a contract between the Company and any of its employees for employment or for the provision of any benefit. No part of the Handbook guarantees you any specific term of employment, nor does it obligate you to continue your employment for a specific period of time.

What Else Should I Know About the Handbook?

Should any provision in this Handbook be found to be unenforceable and invalid, such a finding does not invalidate the Handbook, but only the subject provision. Nothing in this Handbook is intended to infringe upon any employee rights afforded by state or federal law, nor should you interpret any provision of this Handbook in such a way that would violate those rights.

No manager or other representative of the Company, other than the President or Vice President, has the authority to enter into any agreement guaranteeing employment for any specific period. No such agreement shall be enforceable unless it is in writing and signed by the employee and either the President or the Vice President.

As with any business, the Company reserves the right to alter, modify, amend, terminate, or add to any of our policies, procedures, or work rules, including those specifically addressed in this Handbook. The Company has the sole discretion to elect to alter, modify, amend, terminate, or add to the terms of this Handbook at any time. Although we will generally notify you of such changes by email and other appropriate means, such a notice is not required for changes to be effective. Changes made to policies, procedures, and work rules described herein will supersede any manuals or policies previously distributed.

ARTICLE I: GENERAL EMPLOYMENT POLICIES AND PRACTICES

Equal Employment Opportunity
Leavitt & Starck is an equal opportunity employer with a policy prohibiting unlawful employment discrimination. We will extend equal opportunity to all individuals without regard to race, religion, color, sex, sexual orientation and identity, age, national origin, disability, height, weight, marital and/or familial status, veteran status, genetic information, or any other characteristic protected by applicable federal or state law. Our policy reflects and affirms the Company's commitment to the principles of fair employment and the elimination of all discriminatory practices. Details of our equal employment opportunity policies are further explained in the Anti-Discrimination & Harassment Policy provided below.

Recruitment and Hiring
The Company's primary goal when recruiting new employees is to fill our job vacancies with persons who have the best available skills, abilities or experience needed to perform the work. Decisions regarding the recruitment, selection and placement of employees are made on the basis of job- related criteria.

When positions become available, qualified current employees are encouraged and are welcome to apply for the position. As openings occur, notices relating general information about the position are posted. The manager of the department with the opening will arrange interviews with employees who apply.

We encourage current employees to recruit new talent for our Company.

Employment Classifications
The following terms will be used to describe employment classifications and status:

- Exempt Employees. Exempt employees are not subject to the overtime pay provisions of the federal Fair Labor Standards Act (FLSA). An exempt employee is one whose specific job duties and salary meet all of the requirements of one or more of the U.S. Department of Labor's overtime exemption regulations. In general, an exempt employee is one who is paid on a salary basis at not less than $455 per week who holds an administrative, professional, or management position. Certain outside sales persons and a few other job categories are also exempt.
- Non-Exempt Employees. Non-exempt employees are entitled to receive overtime pay equal to 1 and ½ time his or her regular wage rate for all hours worked in excess of 40 hours in any particular workweek. Non-exempt employees may be paid on an hourly or salaried basis. Please note that a non-exempt salaried employee's salary is intended to compensate him for all hours he or she may work in any particular workweek, and accordingly he or she will be paid an overtime premium of ½ his or her regular wage rate for all hours worked in excess of 40 hours in any particular workweek pursuant to the Department of Labor's "fluctuating workweek" overtime compensation calculation method. Only actual hours worked count towards determining whether or not an employee has exceeded this 40 hour threshold.
- Full-Time Employee. Full-time employees are those who are regularly scheduled to work at least 40 hours per week that are not hired on a temporary basis. Full-time employees are eligible to receive paid benefits once a 90-day waiting period has been satisfied, or as

otherwise provided in the terms of the Company's benefit plans.

- Part-Time Employee. Part-time employees are those who are regularly scheduled to work fewer than 40 hours per week that are not hired on a temporary basis. Part-time employees are not eligible for Company paid benefits, except (a) any employee whether full-time or part-time is eligible to participate in the Company-sponsored 401(k) plan if he or she works 1,000 hours per year or more (or as otherwise provided under the terms of the 401(k) plan); and (b) as otherwise may be required by law.
- Temporary Employee. Temporary employees are hired by the Company for a limited or predetermined period of time, usually to fill in for other employees who are absent from work due to vacations, leaves of absence, or projects of a limited duration. Temporary employees are not eligible for Company paid benefits, except as otherwise may be required by law.
- Seasonal Employee. Seasonal employees are those hired into a position for which the customary annual employment is 6 months or less. Seasonal employees are generally not eligible for benefits, except as otherwise may be required by law.

If your status changes from temporary or seasonal to part-time or full-time, you are considered hired on the date you become a full-time or part-time employee for purposes of calculating eligibility for benefits that require a minimum term of employment.

Orientation and Training

To help you become familiar with the Company and our way of doing things, the Company will provide an orientation and training session within the first few days after you begin work. Some of the content of the session will depend in large part on the nature of your responsibilities, while other parts will be applicable to all employees. In addition, the Company may periodically offer additional training or educational programs. Some programs may be voluntary, while others will be required.

Immigration Law Applicable to All Employees

The Company complies with the Immigration Reform and Control Act of 1986 by employing only U.S. citizens and non-citizens who are authorized to work in the United States. All employees are asked on their first day of work to provide original documents verifying the right to work in the United States and to sign a verification form required by federal law (Form I-9). Based on the documentation you provide to us through this process, Leavitt & Starck will make reasonable good faith efforts to verify that you are properly authorized for employment. If you cannot provide appropriate documentation allowing us to verify your right to work in the United States within three (3) days of hire, or if we ultimately determine you may not be authorized to work in the United States, the Company will terminate your employment as required by law.

Hours of Work

Leavitt & Starck's operating hours will fluctuate based on project deadlines, weather, and time of year. Employees should understand that the Company will assign work only as available, and work availability may vary based on the Company's operational requirements. Certain project schedules and other operational requirements may require the Company's employees to work on both Saturdays and Sundays as well.

Employees should expect that their working hours may fluctuate widely week to week. If you are paid on a salary basis (as opposed to an hourly basis), your salary is intended to compensate you for all hours worked during any particular workweek.

For the purposes of calculating hours worked within each workweek, the Company's established workweek begins each Sunday at 12:01 AM and ends each Saturday at 12:00 PM.

Overtime Hours

Due to the nature of our business, Leavitt & Starck will frequently require employees to work overtime. The Company will assign overtime work to employees at the Company's sole discretion. If the Company requires that you work overtime, we will give you as much notice as possible in advance of the assigned overtime work. In certain circumstances, however, the Company may not be practically able to provide you with advance notice of the requirement to work overtime.

If you are paid on a salaried basis, your weekly salary is intended to compensate you for all hours worked during that particular workweek. Non-exempt salaried employees will be paid overtime wages for all hours worked in excess of 40 hours in any particular workweek. This means that hourly employees will be paid 1 and ½ times their regular hourly rate for each hour worked in excess of 40 hours in any particular workweek. Non-exempt salaried employees will receive an overtime premium of ½ times their regular hourly rate for each hour worked in excess of 40 hours in any particular workweek as a supplement to their weekly salary. Exempt salaried employees are not entitled to overtime pay, nor will they receive such pay.

Attendance and Punctuality

The purpose of Leavitt & Starck's Attendance and Punctuality policy is to establish reasonable expectations about when you will come to work to get the job done. Because the Company relies on the contributions of its employees to satisfactorily complete our clients' projects, it is important for you to report to work on time and consistently, and avoid unnecessary and unapproved absences. Excessive absenteeism or frequent tardiness puts an unnecessary strain on your co-workers and can have a negative impact on the success of the Company.

The following definitions will apply for the purposes of this Policy:

- Scheduled Absence: A Scheduled Absence occurs when you have been scheduled to work, but when (1) you have made a timely request to your immediate supervisor that you do not intend to report to work that day, and (2) your immediate supervisor has approved your request. In order for a request for a Scheduled Absence to be considered "timely," you must typically submit this request to your immediate supervisor no later than 1 week in advance of the shift for which you will be requesting a Scheduled Absence. The Company may, in its sole discretion, choose to accept an untimely Scheduled Absence request depending on the circumstances.
- Tardiness: Tardiness occurs when an employee is not available for work at the beginning of any scheduled shift, or is late returning from any break or short-term cessation of work. You are expected to report to work no later than the time when you are scheduled to begin working. The Company also expects all employees to be on-site and ready to begin performing their duties for Leavitt & Starck at their shift's scheduled start time.
- Early Departure: Early Departure occurs when an employee reported for duty at the beginning of his or her scheduled shift, but leaves prior to the scheduled completion of the shift without explicit approval of the employee's immediate supervisor.
- Unauthorized Absence: An employee engages in an Unauthorized Absence when he or she misses a scheduled shift without providing appropriate notice as required by the policies in this Handbook, or as permitted by state or federal law. Unauthorized Absences may include failures to report to work, tardiness for arrival to scheduled shift, or Early Departure from a shift prior to receiving authorization to clock out from a shift.

  The Company recognizes that employees sometimes have one or more legitimate and understandable reasons to be absent from work from time to time. However, the Company

has the right to subject you to disciplinary action up to and including discharge if you are tardy for one or more shifts, if you engage in an Early Departure from one or more shifts, or if you experience one or more Unauthorized Absences.

Whenever you know in advance that you are going to be absent, you should notify your immediate supervisor or the designated manager so that your absence will qualify as a Scheduled Absence. If your absence is unexpected, you should attempt to reach your immediate supervisor as soon as possible, but in no event later than one hour before you are due at work. If you realize you will be tardy for a scheduled shift, you must call your immediate supervisor as far in advance of your scheduled shift's start time as possible to state the reason for the delay. In every instance where you will be required to report an impending absence or tardiness, you must make every effort to speak directly with your immediate supervisor. In the event your immediate supervisor is unavailable, you must speak with a manager. If you must leave a voicemail, you must provide a number where your supervisor may reach you if need be.

Any employee who fails to show up for his or her scheduled shift on three consecutive business days will be considered to have resigned his or her employment if he or she does not make contact with the Company to explain the absences.

Some, but not all, absences are compensated under the Company's leave and benefits policies described in Part 5 below. Other absences may be unpaid.

Inclement Weather

As an employee of Leavitt & Starck, you should assume that the Company will be open for business and working at our various job sites unless there is a government-declared state of emergency or unless you are advised otherwise by your supervisor. On occasion, the Company may elect to cancel or delay the start of the work day. If the Company's facilities are closed by the Company or the government, hourly employees will not be paid for the day. If the Company's facilities are open and you are delayed in getting to work or cannot get to work at all because of inclement weather, the time missed due to your tardiness or absence will be treated as unpaid time off.

In the event of inclement weather, the Company expects you to use common sense and your best judgment when traveling to work. We want all of our employees to take steps necessary to get to work safely and on time.

Dress Code and Appearance Standards

As an employee of the Company, we expect you to present a clean, appropriate, and professional appearance whenever you are performing your job or otherwise representing the Company to the public. This expectation prevails whether you are at or away from the job site.

All employees must dress in appropriate work attire and to present themselves in a professional, businesslike manner while on the job. The current Company dress code consists of shirts with at least 6" sleeves, long pants, and steel toed work boots. Generally, clean, neat clothing is acceptable. However, torn jeans or other torn clothing and tee shirts with inappropriate verbiage or pictures are not appropriate work attire.

The Company reserves the right to address an employee's failure to conform with the professional image we have elected to maintain. As always, please use common sense in your choice of work attire. Nothing in this policy will be applied to infringe on any employee rights guaranteed by law.

Work Space
Employees are responsible for maintaining the workspace assigned to them. A clean, orderly workspace provides an environment conducive to working efficiently. Employees should keep in mind that their workspace is part of a professional environment that portrays the Company's overall dedication to providing quality service to its clients. Therefore, your workspace should be clean, organized and free of items not required to perform your job.

Field Equipment and Tools
Employees are responsible for maintaining the heavy equipment, trucks, and tools they use each day. This includes checking all fluids before use, greasing and lubricating vehicles and equipment, and reporting any maintenance issues or repair items to a supervisor each day. The operator, driver, and user of each piece of equipment, truck, or tool is expected to inspect each item before use, and report any malfunctions immediately to a supervisor. Abuse of Company-owned equipment will not be tolerated and may result in disciplinary action up to and including discharge.

Company Vehicles
Company owned vehicles are to be used only for Company business, driven only by Company employees, and may be used only as approved by Leavitt & Starck's management. Non-employees such as spouses, children, relatives, or friends are not authorized to drive Company-owned vehicles at any time or for any reason.

If the Company has explicitly authorized you to take a Company vehicle to your home or residence, you are expected to maintain the vehicle at all times and report any malfunctions immediately to a supervisor. The Company does not intend that any take-home vehicle will be used as a substitute for a personal vehicle, and such vehicles are not intended to be used for any purposes other than Company business.

Any unauthorized use of Company vehicles or violation of this policy may result in disciplinary action up to and including discharge. In certain instances, the misuse of Company vehicles may be considered theft.

Office Equipment
The Company may assign certain office equipment to employees depending on the needs of the employee's job. Such equipment may include calculators, surveying tools, personal computers, printers, and access to our central computers and servers. Any equipment owned by the Company and assigned by the Company for any employee's use remains at all times the property of the Company, and may not be removed from the office without prior approval from your supervisor. It is expected that you will treat this equipment with care to avoid damaging or destroying it, and the Company expects you to report any malfunctions immediately to staff members equipped to diagnose the problem and take corrective action.

Personnel Records
Leavitt & Starck maintains a personnel file for each employee, which contains certain employment records. Although these personnel files are property of the Company, you have the right to review and obtain copies of your personnel records up to two times per year provided that you give us reasonable notice. In order to assure the accuracy of these records, it is the responsibility of employees to notify the Company's management if you observe that your personnel record contains inaccurate or obsolete information.

Any medical records in the Company's possession which may pertain to any employee will be kept in a separate, confidential file, which may be accessed only by those who have a need-to-know contents of those records.

Employees must contact Human Resources within 30 days if there is a change in any of the following: name, address, phone number, emergency contact, marital/family status, tax withholding status, beneficiary status (as may apply to the Company's life insurance or pension plans), or family additions. It is important to keep these records correct and up-to-date so the Company can reach designated contacts in case of an emergency. It also allows us to correctly forward any mail, maintain insurance and other benefits, and make proper computations for payroll deductions.

Removal of any documents from the employee's file is strictly prohibited, unless such removal is mandated or required by law.

Performance Reviews

Leavitt & Starck will periodically conduct performance reviews for all employees. The purpose of these reviews is to communicate feedback to the employee about his or her job performance.

An employee's first performance review will typically take place after 3 months of employment with the Company. Thereafter, performance reviews will normally be conducted annually, although the Company maintains sole discretion to determine whether it will conduct a performance review for any employee at any time. All performance reviews will be completed in writing by your supervisor or manager on the form designated by the Company, and one or more members of the Company's management will review this written performance review with you in a private conference. Factors considered in your review include the quality of your job performance, your attendance, meeting the requirements of your job description, dependability, attitude, cooperation, compliance with Company employment policies, any disciplinary actions, and year-to-year improvement in overall performance.

During this annual employee performance review, the Company will also review the employee's job description and will consider the actual specifics of the job as it is performed by the employee to determine whether the job description needs revision.

Salary and Wage Increases

Periodically, Leavitt & Starck may elect to provide some or all employees with an increase of their wages or salary as a method to incentivize exceptional and improving performance, and to ensure that we offer competitive and fair pay to our employees. Compensation increases may be provided by the Company at its sole discretion in consideration of various factors, including the results of your performance review.

Electronic Resources Usage Policy

Leavitt & Starck may grant you access to certain kinds of Electronic Information Systems to help you perform your job. "Electronic Information Systems" include, but are not limited to, computer hardware, computer software, email servers or systems, all Company-owned personal electronic communications equipment (e.g. cell phones, mobile devices, pagers, etc.), and internet or Wi-Fi access whether provided by the Company directly or by any internet service provider or data carrier for the use of the Company and its employees. All Electronic Information Systems that the Company furnishes to you or provides you access to are property of the Company. Also, all

messages, transmissions, information, or data received into or sent out of any of the Company's Electronic Information Systems are also the exclusive property of the Company.

Employees should have NO expectation of privacy in connection with the access and use of Leavitt & Starck's Electronic Information Systems, including sent, received or stored email messages and usage of the Internet. To safeguard and protect the Company's proprietary, confidential and sensitive information, and to ensure that the use of the Company's Electronic Information Systems is consistent with this policy, the Company may monitor the use of our Electronic Information Systems. This may include the monitoring of employees internet usage, as well as printing and reading email messages, files on the system, list servers and equipment at any time and without advance notice. You should also be aware that email messages and other information stored on Electronic Information Systems may be accessible to other Company employees under certain circumstances. Please note that the Company uses email filters to block spam and computer viruses, and these filters may from time to time block legitimate email messages.

The Company can by no means guarantee the complete protection of information stored on any Company-owned Electronic Information System. Classified Information, or confidential or proprietary business information should never be transmitted or forwarded to other employees inside the Company who do not need to know the information.

Employees may use Leavitt & Starck's Electronic Information Systems only for appropriate job-related or otherwise approved business purposes during working time. Incidental and occasional personal use is allowed, but must be limited to non-working times such as breaks, lunch periods, and outside of normal working hours. Nothing in this manual is intended to infringe on any employee rights as provided by law.

The terms of the Company's Employee Dignity policy apply to your use of the Company's Electronic Information Systems just as they apply to the way you behave in person. You may not write, send, read, store, or receive data through the Company's Electronic Information Systems containing content that could be considered discriminatory, offensive, obscene, threatening, harassing, intimidating, or disruptive to any employee or person. Examples of unacceptable content include (but are not limited to) sexual comments or images, racial slurs, gender-specific comments, or other comments or images that could reasonably offend someone on the basis of race, sex, religious or political beliefs, or any other characteristic protected by law.

You must always respect and comply with copyright laws and intellectual property rights of both the Company and other parties. Unauthorized software programs and materials may not be installed on the Company's Electronic Information Systems. The Company prohibits the illegal duplication of software and documentation.

If you intend to use your personal mobile device for work-related communications or to access the Company's Electronic Information Systems, such use must be pre-approved by the Company. Any Company information that is sent, received, or stored on your personal mobile phone remains property of the Company. You may be required to temporarily provide your personal mobile device to management to retrieve or delete any of the Company's information that is sent, received, or stored on your phone.

Violation of any part of this policy may mean termination of your access to the Company's Electronic Information Systems, or disciplinary action, up to and including termination of employment.

Social Media

Leavitt & Starck encourages employees to share information with co-workers and with those outside the Company for the purposes of gathering information, generating new ideas, and learning from the work of others. Social media provide inexpensive, informal, and timely ways to participate in an exchange of ideas and information. For the purposes of this Policy, the term "social media" includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's web log or blog, journal or diary, personal website, social networking or affinity website, web bulletin board, or a chat room, whether or not associated or affiliated with the Company, as well as any other form of electronic communication.

You must remember that all information posted on a website is available to the public and, therefore, the Company has established the following guidelines for employee participation in social media. The Company has no intent to restrict employees' use of these media away from work, where the use is unrelated to our business. But it is possible for employees' online activities to affect the Company, our clients, and other employees in a negative way.

Here are some guidelines Leavitt & Starck would like you to keep in mind:

- Employees may not use social media or the internet during working time, except when specifically authorized and necessary for the Company's business.
- If an employee identifies himself or herself as an employee of the Company on any social media site, he or she must make it clear that any opinions he or she express are personal to disclaim that he or she does not "speak for" the Company.
- Do not post comments or send messages that violate the Company's policies (for example, by harassing or threatening co-workers).

  This policy has been created only to protect the Company's business interests and the privacy interests of our customers or clients. Nothing in this policy will be applied to infringe on any employee rights guaranteed by law, or should be interpreted to prohibit discussion about important workplace issues. The Company only asks that if you use social media for personal use, you must remember that you are solely responsible for the content of what they post. Violation of this policy may result in disciplinary action up to and including discharge. And remember – <u>once you post it on the internet, it never really goes away</u>.

Employee Privacy

In this age of the Internet where privacy has become an increasing concern, Leavitt & Starck takes your privacy very seriously. The privacy and security of your personal data (the "Personal Information") which we collect from you is important to us. It is equally important that you understand how we handle this data. The Company will not knowingly collect or use Personal Information in any manner not consistent with this Policy, as it may be amended from time to time, and as otherwise permitted or required by all applicable state and federal laws.

In the course of conducting our business and complying with federal, state, and local government regulations governing such matters as employment, tax, insurance, etc., we must on occasion collect Personal Information from you. The nature of the information collected varies somewhat for each employee, depending on your employment responsibilities, the location of the facility where you work, and other factors. We collect Personal Information from you solely for business purposes, including those related directly to your employment with the Company, and those required by governmental agencies.

The primary purposes for collection, storage and/or use of your Personal Information include, but are not limited to:

- Human Resources Management. We collect, store, analyze, and share (internally) Personal Information in order to attract, retain, and motivate a highly-qualified workforce. This includes recruiting, compensation planning, succession planning, reorganization needs, performance assessment, training, employee benefit administration, compliance with applicable legal requirements, and communication with employees and/or their representatives.
- Business Processes and Management. Personal Information is used to run our business operations including, for example, scheduling work assignments, managing Company assets, reporting and/releasing public data (e.g., annual reports, etc.); and populating employee directories. Information may also be used to comply with government regulation.
- Safety and Security Management. We use such Personal Information as appropriate to ensure the safety and protection of employees, assets, resources, and communities.
- Communication and Identification. We use your Personal Information to identify you and to communicate with you.

The Company acts to protect your Personal Information and ensure that unauthorized individuals do not have access to such information by using security measures to protect Personal Information. We will not knowingly disclose, sell, or otherwise distribute your Personal Information to any third party without your knowledge and, where appropriate, your expressed written permission, except where disclosure is reasonably necessary to comply with the law.

One particular type of Personal Information that Leavitt & Starck will collect from each of its employees is a Social Security Number ("SSN"). All employees are required to have an SSN in order to be employed by the Company so that we can make adequate tax reporting. However, the Company takes each employee's privacy very seriously, and it maintains a strict policy to protect the confidentiality of SSN's that are obtained by or provided to the Company and its employees, members, contractors, agents and representatives in the course of their employment, activities or services performed on behalf of the Company.

Documents containing SSN's shall be kept in confidential files. Except as required by necessary and legitimate business purposes, no employee is permitted to have access to SSN's (including documents that contain any SSN's), or to keep, view, use, copy, disclose, or distribute another person's SSN, or in any other way disclose another's SSN. One who accesses an SSN for necessary and legitimate business purposes is prohibited from using or accessing the SSN in a manner that may permit an unauthorized individual to view, use or access the number.

When documents containing SSN's are no longer needed and are to be discarded, such documents must be disposed of in a manner that ensures the confidentiality of the SSN's. The Company has developed a practice for shredding or otherwise disposing of confidential records, including documents containing SSN's.

Leavitt & Starck employs reasonable security measures and technologies, such as password protection, encryption, physical locks, etc., to protect the confidentiality of your Personal Information. Only authorized employees have access to Personal Information. If you are an employee with such authorization it is imperative that you take the appropriate safeguards to

protect such information. Paper and other hard copy containing Personal Information (or any other confidential information) should be secured in a locked location when not in use. Computers and other access points should be secured when not in use by logging out or locking.

Passwords and user IDs should be guarded and not shared. When no longer necessary for business purposes, paper and hard copies should be immediately destroyed using paper shredders or similar devices. Do not leave copies in unsecured locations waiting to be shredded or otherwise destroyed. Do not make or distribute unauthorized copies of documents or other tangible medium containing Personal Information. Electronic files containing Personal Information should only be stored on secure computers and not copied or otherwise shared with unauthorized individuals within or outside of the Company.

The Company will make reasonable efforts to secure Personal Information stored or transmitted electronically from hackers or other persons who are not authorized to access such information.

Any violation or potential violation of this policy should be reported to your immediate supervisor, designated manager, or the Human Resources Department. The failure by any employee to follow these privacy policies may result in discipline up to and including discharge of the employee. Any questions or suggestions regarding this policy may also be directed to your immediate supervisor, designated manager, or the Human Resources Department.

Company Telephones

Access to the Company telephone system is given principally for work-related activities or approved educational or training activities. Incidental and occasional personal use is permitted. This privilege should not be abused and must not affect the employee's performance of employment-related activities. Telephone usage should be based upon cost-effective practices that support the Company's mission and should comply with applicable rules and regulations.

The Company telephone system is at all times the property of the Company. By accessing the telephone system through facilities provided by the Company, you acknowledge that the Company has the right to monitor its telephone system from time to time to ensure that employees are using the system for its intended purposes.

Cell Phones and Personal Communications Devices

Leavitt & Starck recognizes that cell phones and personal communications devices have become valuable tools in managing our professional and personal lives. However, use of these devices in the workplace can raise a number of issues involving safety, security, and privacy. Therefore, the Company has adopted the following rules regarding the use of personal communication devices in the workplace during working hours.

In the context of this policy, "personal business" includes the use of personal communications devices (including cell phones) for engaging in conduct which does not further the Company's interests in running and operating a business. Personal business will include (but is not limited to) personal phone conversations and text messages, personal e-mails, and use of the Internet for personal reasons or for reasons unauthorized by the Company's policy.

As a general rule, Leavitt & Starck expects all employees to conduct all personal business during lunch breaks, other rest periods, or during any other time when you may be off-duty. Minimal or incidental use of any personal communications device for personal business may permitted (e.g., child confirming safe arrival at home after school) depending on the circumstances. You should

use common sense and your best judgment when making or receiving personal cellular phone calls at work.

Employees may take photographs with their cell phone cameras while at a job site or on the clock in only two situations: First, from time to time the Company may ask an employee to take a photo of a job site, a Company vehicle, or damage caused in or related to an accident. Second, employees may take photos while at a job site or on the clock if specifically authorized by the Company's management. All other non-authorized use of cell phone cameras is prohibited. The use of cameras on cell phones during work hours is additionally prohibited in all work areas that contain proprietary information or confidential documents. Camera phones and other devices with photographic or recording capabilities may never be used in restrooms, locker rooms, or other private areas in the workplace. However, this restriction will not apply to any recordings made in the exercise of any rights granted to an employee by federal law.

The Company prohibits the use of hand-held cellular devices while driving or operating heavy equipment. Employees are strongly encouraged to use a hands-free cellular device while driving, should the use become a necessity in the course of employment. Sending and/or receiving text messages is expressly prohibited while operating vehicles or heavy equipment.

Smoking
In order to provide a safe and comfortable working environment for all employees, smoking is generally prohibited at all times inside any building or facility owned by the Company. Employees may be permitted to smoke on a job-site on a case-by-case basis. Any employee who is unsure whether or not he or she may smoke on a job site should ask his or her supervisor.

Alcohol and Drug Abuse Policy
Leavitt & Starck has a vital interest in maintaining a safe, healthful, and efficient workplace. The use and effect of illegal drugs and alcohol by employees may very seriously jeopardize those goals, especially when employees allow illegal drugs or alcohol to impact their performance while at work. Because of these concerns, it is the Company's desire to take reasonable steps to ensure that the use of alcohol and/or drugs does not jeopardize the safety of our employees, subcontractors and customers.

Definitions

For the purposes of this Policy:

A. "Company Premises" includes (but is not necessarily limited to) all property, whether owned, leased, or used by Leavitt & Starck. This Policy also includes certain premises owned, leased, or used by the customers we serve, or by partnering contractors or subcontractors. It also includes modes of transportation (trucks, cars, heavy machinery), whether owned by the employee or owned by the Company, to and from all of those locations if the mode of transportation is used by the employee in the course of his or her employment with the Company.

B. "Job Site" includes any location where Leavitt & Starck is performing any form of work, whether or not the location is property owned by the Company, a customer of the Company, a client of the Company, or a contractor or subcontractor working with the Company.

C. "Prohibited Substances" includes: Illegal drugs (whether unlawful under federal law, state law, or both); controlled substances; hemp products; alcoholic beverages or liquids; prescription drugs; trace amounts or the metabolite of any of the above; any other substance which affects or may affect an employee's ability to competently or safely perform his or her job; or any other substance capable of altering mood, perception, or judgment. The authorized use of prescription medications does not qualify as "Prohibited Substances" under this Policy provided that the medication is prescribed by a qualified licensed practitioner under the practitioner's care and supervision, is used in compliance with a qualified medical practitioner's instructions, and is compliant with all terms as are provided in this Policy. Examples of "Prohibited Substances" include amphetamines, cannabinoids, cocaine, opiates, phencyclidines, and both medical and recreational use of marijuana.

D. "Under the influence" of alcohol means having a breath alcohol concentration of 0.02 or higher. "Under the influence" of any Prohibited Substance other than alcohol means having any detectable level of any Prohibited Substance or its metabolite in an employee's system.

E. "Reasonable Suspicion" refers to evidence which provides Leavitt & Starck with an objective basis to believe that the employee may be under the influence of or otherwise impaired by any Prohibited Substance while at work. It may include (but is not limited to): observation of behavior (such as slurred speech, unsteady walking, abrupt mood swings); observation of breath or odor consistent with the use of a Prohibited Substance; observations of physical manifestations frequently associated with some form of use of a Prohibited Substance (such as needle marks, sudden nosebleeds, or frequent illnesses not explained by any medical condition); absenteeism; declining productivity; excessive tardiness; and any other activity suggesting possible use of or involvement with any Prohibited Substance in violation of this Policy.

Prohibitions

While we cannot control your behavior off the premises on your own time, we always encourage you to behave in such a manner enabling you to perform your job to the best of your ability. All employees are required to report to their jobs in appropriate mental and physical condition, ready to work. In furtherance of these goals, no employee of Leavitt & Starck shall:

A. Sell, distribute, be under the influence of, or be in possession of any form of Prohibited Substance while:

- on Company Premises;
- at a Company Job Site; or
- while driving or operating any Company vehicle or equipment.

B. Have any detectable level of a Prohibited Substance or its metabolite in his or her system while at work, whether or not the Prohibited Substance was consumed by the employee when he or she was off-duty.

C. Store any Prohibited Substance on Company Premises; or refuse to submit to a reasonable search of an employee's person or property.

D. Fail to adhere to the requirements of any drug or alcohol treatment or counseling program in which any Company employee may be enrolled.

E. Fail to report to his or her supervisor or to Human Resources any use of any prescription or "over the counter" drug which has the capacity to alter mood, perception, or judgment or which might alter the employee's behavior or physical or mental ability; or to fail to keep prescribed medications in its original container while at work on Company Premises or at a Company Job Site.

F. Refuse to sign a "Consent & Release" form authorizing drug testing and release of results to the Company; fail to promptly submit a urine, breath, or other sample for testing without a valid medical explanation when requested by the Company consistent with the requirements of this Policy and as allowed by law; or switch, dilute, or adulterate any sample submitted for testing.

G. Refuse to sign a statement agreeing to abide by this Policy.

Implementation and Enforcement

A. Testing. Employees may be required to submit to substance testing, which might include (but is not necessarily limited to) urinalysis, blood, breath, hair, or similar tests, as provided below:

   a. All employees may be required to pass a pre-employment substance test prior to becoming a full-time Leavitt & Starck employee.

   b. A substance test may be required where any manager, supervisor, foreman, or officer of the Company acquires Reasonable Suspicion of any violation of this Policy.

   c. All employees for a job-related injury or sickness will be tested for drugs and/or alcohol. Any employee who has been involved in an accident, injury, near-miss accident, or who has received medical treatment at either a med center or emergency room will be required to submit for a substance test if there is reasonable basis for the Company to believe that the employee's performance, behavior, conduct, or judgment may have contributed to the incident.

   d. All Employees with a valid CDL or who operates Company vehicles on an occasional basis may be subjected to random testing per FMCSA & DOT requirements.

   e. Substance testing will be performed as otherwise required by law.

B. Investigations. Any Leavitt & Starck employee's personal property is subject to search if the Company acquires Reasonable Suspicion of any violation of this Policy. The Company reserves the right to inspect the contents of any Company property being used by any employee at any time. Searches will be conducted with all due regard for the personal privacy of each employee and the integrity of the searching or testing process.

C. Authorized Use of Prescribed Medications. Employees working while under the care of a qualified medical practitioner who have been prescribed the use of a prescription drug to

treat any medical condition will be allowed to work on the Company's job sites if the Company determines that the medication will not inhibit the employee's ability to perform his or her regular assigned duties safely and efficiently, and if the employee's use of such medication is consistent with both the instructions of his qualified medical practitioner and all other requirements provided by this Policy.

D. DOT/CDL and Safety Sensitive Employees. Certain employees are required by applicable federal or state law to submit to certain special requirements by virtue of their maintenance of a commercial driver's license ("CDL"), because they operate heavy equipment (i.e.; trucks, cranes, lifts, loaders, and earth moving equipment) as a condition of their jobs, or because their job is covered by or regulated by the federal Department of Transportation ("DOT"). Further, certain other employees perform specific jobs which have been designated by the Company as "safety sensitive" positions. DOT/CDL-covered employees and Safety Sensitive Employees are expected to comply with the terms of this Policy, but may have additional terms and conditions of employment related to substance use or testing beyond the requirements of this Policy.

Consequences for Violation of this Policy

A. Violations. Any employee who violates any term or condition of this Policy or who tests positive for a Prohibited Substance under the terms of this Policy is subject to disciplinary action, up to or including immediate termination.

B. Last Chance Agreements. Individuals who are subject to termination for violation of this Policy may, in the Company's sole and exclusive discretion, be offered the opportunity to enter into a Last Chance Agreement ("LCA"). LCAs typically feature the following conditions:

   a. The employee acknowledges in writing that he or she has violated the terms of this Policy;

   b. The employee certifies that he or she has obtained or is obtaining treatment from a licensed drug or alcohol rehabilitation program or through a certified addiction counselor satisfactory to the Company;

   c. The employee agrees in writing to submit to testing on demand for the remainder of his or her employment; and

   d. The employee will be discharged for any violation of the LCA or subsequent violations of this Policy.

If the Company offers an LCA to an employee, that employee may be placed on an unpaid suspension during the course of his or her treatment in a licensed drug or alcohol rehabilitation program or through a certified addiction counselor satisfactory to the Company.

C. Voluntary Rehabilitation. An employee who has never been disciplined by the Company for any offense related to the use, sale, distribution, dispensation, manufacture, or possession of alcohol or any other Prohibited Substance may affirmatively and voluntarily request the Company's assistance for treatment of his/her alcohol and/or drug use

problem. Such assistance can be requested through the Company's Human Resources Department, which will direct you to appropriate resources. The Company shall attempt to refer the employee to appropriate medical treatment and counseling, and may elect to grant the employee a leave of absence, if necessary, to undertake such rehabilitative treatment. Employees requesting voluntary rehabilitation are still subject to the terms of this policy. Employees who are granted such leave of absence will be required by the Company to successfully complete a return to service medical examination, including substance testing. Employees returning to work under this policy will be subject to periodic or random substance testing as a condition of reinstatement to work.

Workplace Violence Prevention Policy

As stated above, the Company is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our organization, staff, and clients.

The Company will not tolerate any inappropriate physical conduct by any person that may result in harm to people or property. Additionally, conduct that threatens, intimidates, or coerces any Company employee, customer or client, manager, vendor, or any member of the public at any time, for any reason, will not be tolerated. Employees must report all threats or instances of violence as soon as possible to a supervisor or any other member of management. This includes threats by other employees, as well as threats by customers or clients, vendors, or other members of the public.

It is the responsibility of every employee to report any and all violations of the security policy to the Company's management. All employees are expected to fully cooperate with any investigation related to workplace violence, whether conducted internally or by outside authorities.

Leavitt & Starck reserves the right to inspect all personal property brought on to the Company's premises, including trucks, cars, duffle bags, satchels, lunch pails, etc. The Company also reserves the right to inspect the contents of its property assigned to employees, such as desks, file cabinets, etc.

Acts of violence by or against any of our employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken, including involving law enforcement authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients and visitors, following all policies, procedures and practices, and for assisting in maintaining a safe and secure work environment. Employees found to be in violation of the security policy will be subject to disciplinary action, or termination of employment.

Leaving the Company

If you wish to resign your employment with the Company, you are requested to notify your manager of your anticipated departure date at least two (2) weeks in advance. This notice should be in the form of a written note or letter.

The Company asks all employees to participate in an exit interview with their immediate supervisor prior to leaving the Company. This provides an opportunity to return credit cards, keys and other property and to tie up any loose ends. You will receive preliminary information at that time regarding continuation coverage and any other continuation of benefits for which you may be eligible.

If you leave the Company in good standing, you may be considered for reemployment at a later date. However, in the case of rehiring, you may be considered a new employee with respect to benefits and seniority.

ARTICLE II: EMPLOYEE PERSONAL CONDUCT

Anti-Discrimination Policy
The Company is an equal opportunity employer and makes all employment decisions without regard to race, religion, color, sex, sexual orientation and identity, age, national origin, disability, height, weight, marital and/or familial status, veteran status, genetic information, or any other characteristic protected by applicable federal or state law. This policy applies to all terms and conditions of employment, including but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, benefits, compensation and training.

It is the responsibility of all Leavitt & Starck employees, at all levels, to support this Policy. Employees who have been subjected to discrimination or who have witnessed discrimination must report such discrimination, in writing, to the Company's management. Discrimination may, in certain circumstances, include treatment from co-workers, management, members, vendors, or from the public. The Company will take disciplinary steps, up to and including termination, against any employees whom it determines engages in discrimination or harassment.

The Company wants to resolve any employee's concerns with regard to possible discrimination. If you believe that an employment decision has been made that does not conform with management's commitment to equal opportunity, you should promptly bring the matter to the attention of your immediate supervisor, designated manager, or the Human Resources Department. Employees reporting in good faith incident(s) of actual or suspected discrimination will not be retaliated against, even if the result of the investigation produces insufficient evidence to support the complaint. Individuals who raise complaints which are later shown to be intentionally false or fraudulent or who submit a complaint for any purpose other than elimination of workplace discrimination, harassment, or any other activity protected under state or federal law may be subject to disciplinary action, however, up to and including termination.

Job Accommodations
Leavitt & Starck is committed to providing equal employment opportunity for qualified individuals with disabilities. Neither state nor federal law alters the Company's right to hire the best-qualified applicant for each job position, but the Company nevertheless prohibits discrimination of any kind against qualified employees or applicants with disabilities or who are perceived to have a disability.

A reasonable accommodation is any change in the work environment (or in the way things are usually done) to help a person with a disability apply for a job, perform the duties of a job, or enjoy the benefits and privileges of employment. The Company will provide reasonable accommodations for a qualified individual's disability where the accommodation permits the employee to perform the essential functions of his or her job.

If you believe you require an accommodation, you should notify your direct supervisor or any other member of management at the Company about how your disability prevents or impairs your ability to perform the essential functions of your job. Requests should be made in writing and should be made as early as possible. Michigan law requires employees to notify the Company in writing of the need for accommodation within 182 days of the date the employee knows or should know that an accommodation is needed. Failure to properly notify the Company may preclude any claim that the Company failed to accommodate your request. Upon request for an

accommodation, the Company may ask for information from your health care provider regarding the nature of your disability and the nature of your limitations or take other steps necessary to help us determine viable options for reasonable accommodation. We will then work with you to determine whether your disability can be reasonably accommodated, and if it can be accommodated, we will explore alternatives with you and endeavor to implement a mutually agreeable accommodation. The Company will discuss disability challenges brought to its attention and seek to find reasonable accommodations. Each request for an accommodation will be evaluated based on the individual requesting employee's job responsibilities and circumstances. The Company may decline to make an accommodation where it would be unreasonable, would present a direct threat to health and safety of the requesting employee or to others, or where it would impose an undue hardship on the Company or to other employees. Please note that according to the ADA, the Company does not have to provide the exact accommodation you want, and if more than one accommodation works, we may choose which one to provide.

Leavitt & Starck is also committed to providing equal employment opportunities for qualified individuals of all religions and faiths. The Company does not discriminate on the basis of any applicant or employee's religious practices. On occasion, certain employees' religious practices may arguably require the enjoyment of certain religious accommodations at work, such as (but not limited to) wearing a head covering, praying, or taking certain days off. The Company recognizes the unique nature of religion and allows reasonable accommodation for employee religious beliefs, provided that such religious accommodations do not create an undue hardship for the Company, its employees, or its customers and clients.

Employee Dignity and Anti-Harassment Policy

Leavitt & Starck is committed to maintaining a work environment that fosters dignity and respect among all employees. Each employee has the right to work in an environment free from harassment, discrimination, and unprofessional conduct. Accordingly, all Company employees are expected to conduct themselves with dignity, respect, and professionalism towards fellow employees and other people who may have contact with the Company. Harassment of employees, customers, clients, or contractors, or others will not be tolerated. This policy includes – but is not limited to – harassment that is based on protected legal characteristics such as sex, race, national origin, and religion.

This policy prohibits all forms of physical acts or conduct, attempted acts, statements, gestures, jokes, written or graphic material, e-mail or other communications, that are harmful, offensive, derogatory, abusive, insulting, threatening, or intimidating. Violation of this policy will result in disciplinary action up to and including termination of employment.

One form of conduct that is prohibited by this policy is harassment based on sex. The following description of sexual harassment illustrates the types of behavior that will be considered to be harassment. Sexual harassment includes:

Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, where:

(1) submission to this conduct becomes a condition of any person's continued employment with the Company; or

(2) submission to or rejection of this conduct becomes the basis for employment decisions affecting any person; or

(3) this conduct has the purpose or effect of creating an intimidating, hostile or offensive working environment.

The Company also expects all employees to conduct themselves professionally while at work. Unprofessional conduct is conduct of any type which is inappropriate in the work place or demeaning towards others as determined by the Company in its sole discretion. In determining whether conduct is inappropriate or unprofessional, the Company will rely on its discretion and common sense as applied in light of the facts of the situation, as well as the need to maintain positive customer or client and employment relations. Unprofessional conduct includes, but is not limited to, the types of conduct described above, even if such conduct may not necessarily be unlawful. Employees who have engaged in such unprofessional conduct may be disciplined up to and including termination.

Each employee is responsible to ensure that his or her behavior complies with the standards expressed in this policy. Behavior that is harassing or unprofessional toward others will not be excused simply because the actor or actors did not intend any harm or offense.

If you are a witness to, or subjected to, any form of discrimination, harassment, or unprofessional conduct, you should immediately notify your supervisor or the Human Resources Department as may be appropriate. You should also notify your supervisor if conduct which you believe to be in violation of this policy is perpetrated by non-Company personnel in the course of business. Depending on the circumstances and nature of the conduct you see or be subjected to, you may also direct reports to the management of the Company as may be warranted under the circumstances.

Each report received by the Company from its employees will be given serious consideration and investigated promptly. Reports and investigations will be handled with discretion, and appropriate corrective action will be taken. It is against Company policy and unlawful to retaliate in any way against anyone who has in good faith lodged a conduct complaint, has expressed a concern about workplace conduct or professionalism, or has cooperated in an employer investigation. The initiation of any complaint made in good faith shall not be grounds for disciplinary action by the Company. Individuals who raise complaints which are later shown to be intentionally false or fraudulent or who submit a complaint for any purpose other than elimination of workplace discrimination, harassment, or any other activity protected under state or federal law may be subject to disciplinary action, however, up to and including termination.

This policy is not intended to prohibit (nor should be construed to restrict) the lawful exercise of any employee right guaranteed by state or federal law.

ARTICLE III: COMPENSATION

Payroll Practices
Employees are paid weekly, with payday occurring each Friday. When a payroll date falls on a holiday, employees will, when possible, be paid on the last business day before the holiday. Otherwise, employees will be paid on the first business day following the scheduled payroll date.

Salary Deductions and Withholding
The Company will withhold the following from your paycheck:

- Federal, state and local taxes, as required by law, as well as the required FICA (Social Security and Medicare) payments.
- Deductions, garnishments, or any properly served judicial or administrative order mandating withholding of wages.
- Any other deductions required by law.
- Other deductions which you authorize, including 401 (k) contributions.

Direct Deposit
You will have your paycheck deposited directly into your bank account. You will be given the authorization form for deposit by your immediate supervisor, designated manager, or the Human Resources Department.

ARTICLE IV: BENEFITS

General
This section describes various benefits provided by the Company, and also provides summary information about your eligibility to receive certain benefits. A summary of available benefits is provided in the Company's Benefit Booklet. Benefit plans governed by the federal Employee Retirement Income Security Act (ERISA) are also described in detail in the applicable plan documents, and the accompanying Summary Plan Descriptions. Such documents can be accessed by the Company's Human Resources Department. Please refer to those documents for information on each of these benefits, including eligibility requirements, enrollment, coverage and exclusions. For any health, welfare, or other benefit program that is covered by an insurance policy or plan document, the terms of the policy or plan document will control over any description of that plan in this manual.

Employees meeting the eligibility criteria for particular benefits may participate in the various insurance programs offered by the Company. You may review the eligibility criteria for each benefit in the Company's Benefit Booklet or the Company-sponsored plan's SPD relating to each particular benefit. In addition to those eligibility criteria established under each Company-sponsored plan's controlling documents, the Company may impose additional eligibility requirements to participate in one or more plans.

Periodically, the Company will enforce an Open Enrollment period. The Open Enrollment period allows employees to add or change their benefits coverage. Applications for Medical Plan, Dental Plan, Vision Plan, and any other employer-sponsored benefit may be submitted during this period. Changes, additions and other elections made during Open Enrollment will take effect on the effective date following the Open Enrollment period. Once you have made a change, you

generally cannot change that selection until the next Open Enrollment period (except in the case of certain life events; see Special Enrollment). If you decline to participate in these programs on your initial eligibility date, you may request entry into the plan only during future Open Enrollment periods or for one or more reasons for which an employee may elect to participate in Special Enrollment.

All benefit plans are subject to change, elimination, modification, or amendment at the Company's sole discretion.

Medical Insurance
The Company offers medical insurance to full-time eligible employees, to certain eligible employee dependents, and to other individuals as may be required by law. Details of the Company-sponsored medical insurance plan may be found in the Company's Benefit Booklet, in the medical insurance plan's SPD, or in the medical insurance plan's plan documents.

Late Applicants
At the time you are hired, you are given an opportunity to elect certain benefits. If you waive participation in any of these programs for either yourself or your eligible dependents, you will generally be allowed to apply for entry into the various plans only during a future Open Enrollment period.

Special Enrollment
Special enrollment allows individuals who previously declined coverage or who selected specific coverage options under one or more Company-sponsored benefit plans may be entitled to enroll or change their participation in such plans if the employee experiences a loss of eligibility for other coverage, or other certain life events, such as marriage and the birth, adoption, or placement for adoption of a child. Employees must generally request enrollment within 30 days of the loss of coverage or life event triggering the special enrollment. For specific details regarding special enrollment, please refer to the applicable SPDs or the underlying plan documents.

COBRA (Continuation of Health Coverage)
Federal law generally requires employers with 20 or more employees to give employees, spouses (including same-sex spouses) and dependent children the right to continue group health benefits for limited periods of time under certain circumstances where they might otherwise lose coverage. Employees may elect to continue healthcare coverage at their own expense for a maximum of 18, 36 or (under limited circumstanced) 29 months depending on the qualifying event.

The Company offers continued coverage to an employee's spouse or dependent up to 36 months in the event of:

- The death of the employee;
- The divorce or legal separation of the spouse from the employee;
- A dependent child ceasing to be a dependent child under the terms of the healthcare plan; or the covered employee becomes entitled to Medicare coverage.

Health coverage may be continued for the employee, spouse and/or dependent for up to 18 months when:

- The employment relationship ends voluntarily or involuntary as long is the employee was not discharged for gross misconduct.

- An employee's hours are reduced below 40 hours weekly, or the employee is no longer eligible health care benefits.

For additional information regarding COBRA, please consult the Company's Human Resources Department.

Workers' Compensation Insurance
To provide for payment of your medical expenses and for partial salary continuation in the event of a work-related accident or illness, you are covered by workers' compensation insurance, provided by the Company and based on state regulations. The amount of benefits payable, as well as the duration of payments, depends upon the nature of your injury or illness. However, all medical expenses incurred in connection with an on-the-job injury or illness and partial salary payments are paid in accordance with applicable state law. If you are injured or become ill on the job, you must immediately report the injury or illness to the Human Resources Department. This ensures that the Company can help you obtain appropriate medical treatment. Your failure to follow this procedure may delay your benefits or may even jeopardize your receipt of benefits. Questions regarding workers' compensation insurance should be directed to the Human Resources Department.

Supplemental Unemployment
The Company offers a Supplemental Unemployment benefit for eligible employees through the Builders and Contractors Trust (BCT). Eligible employees who work Prevailing Wage jobs will have their fringe benefits submitted to BCT and invested in an interest-bearing account. Employees are eligible to use their benefits during periods of unemployment if the employee has also filed to receive unemployment benefits from the State of Michigan. The receipt of supplemental unemployment benefits does not usually impact your rights to receive state unemployment benefits.

Company-Issued Credit Cards
The Company may issue corporate credit cards to certain employees for business use as necessary in connection with the employee's job duties. Use of Company-issued credit cards is a privilege, which the Company may withdraw at any time.

Any credit card issued to an employee by the Company must be used for business purposes only. Personal purchases of any type are not allowed and will not be reimbursed. Expenses for lodging and meals while on Company-approved business trips are considered business purchases, provided that such expenses are otherwise consistent with Company policies.

Employees are expected to exercise discretion and good judgment when incurring business expenses and to report expenses on a timely basis with appropriate documentation. If there is any question as to whether a particular purchase qualifies as a business expense, the employee should consult his or her manager before incurring the expense. Employees are responsible for any unauthorized purchases deemed by the Company to be for personal use.

ARTICLE V: HOLIDAYS, VACATION AND OTHER LEAVE

Paid Medical Leave
Leavitt & Starck fully complies with Michigan's Paid Medical Leave Law. Paid Medical Leave ("PML") may only be used under those terms provided in this Policy. An employee who uses his or her PML will receive 100% of his or her regular hourly wage rate for each hour of PML submitted for use. PML is only available to employees who are defined as "eligible employees" under the law. This includes most employees who (1) actually work and are scheduled to work 26 workweeks per calendar year and (2) actually work and are scheduled to work 25 hours a week or more on average per calendar year. Overtime exempt employees are not eligible to accrue or take PML.

Accrual of PML. On January 1 of each calendar year, the Company will provide all eligible employees with 40 hours of accrued PML to be used in compliance with this policy. Employees who are hired within a calendar year will receive 40 hours of accrued PML time as of their hire date, but no newly hired employee may use any of his or her accrued PML time until after he or she has satisfactorily completed 90 days of employment.

Use of PML. PML may only be used for any of the following qualified uses: A physical or mental illness, injury, or health condition of the employee or his or her family member; for the purposes of receiving medical diagnosis, care, or treatment of the employee or employee's family member; for the purpose of obtaining preventative care of the employee or his or her family member; in the event that the employee or his or her family member is the victim of domestic violence or sexual assault; for the closure of the employee's place of business by order of a public official; to care for a child whose school or place of care has been closed by order of a public official; to receive medical care or psychological or other counseling; to receive services from a victim services organization; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.

Employees who elect to use their PML must notify the Company as far in advance of the anticipated leave as reasonably practicable. The Company in its sole discretion retains the right to require an employee electing to use PML to provide documentation of the qualified use for which the employee has requested the paid leave. Absent unusual circumstances, employees using PML should be prepared to present to the Company a physician's note or other proof to show that the employee actually experienced a qualified use of PML on the date when the PML was used.

PML may only be used in blocks of 8 hours or more. This means that an employee who needs to use his or her PML for only a one-hour period must nevertheless take the entire 8-hour (one day) period away from work.

Carry-over of PML. The Company does not permit employees to "carry over" or "roll-over" hours of PML from one calendar year to the next. The Company will entirely void the PML bank of any employee who has accrued but unused PML as of the conclusion of the December 31 work day, with the full accrual of the 40 annual hours to occur on January 1 of the next year.

Payout. If any employee is terminated, resigns, or otherwise separates from employment with

the Company for any other reason, he or she will forfeit all accrued but unused PML at the time the employment relationship ends. Employees are not entitled to payout of accrued but unused PML time for any reason or at any time.

Other Provisions. PML hours are not to be included in the calculation of overtime premiums and do not count as time worked. The Company will require you to exhaust any accrued PML during any period of otherwise unpaid leave with the Company (e.g. FMLA, leave as a job accommodation, or any leave of absence) subject to applicable laws and regulations.

Holiday Pay

Exempt employees are entitled to receive 8 hours of pay at the employee's regular rate on the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Bereavement Leave

Employees will receive up to 3 days of paid time off in the event of the death of a member of their immediate family. Immediate family includes spouses, domestic partners, children, parents, parents-in-law, brothers or sisters, and brothers-in-law or sisters-in-law. You are allowed 1 day of paid leave in the event of the death of an extended family member. Extended family includes grandparents, aunts and uncles, and other more distant relatives. Employees requesting bereavement leave may be asked by the Company's management to provide appropriate documentation proving that an immediate or extended family member has died.

Military Service Leave

Employees serving in the uniformed services, including the Army, Navy, Marine Corps, Air Force, Coast Guard and Public Health Service commissioned corps, as well as the reserve components of each of these services, may take unpaid military leave, as needed, to enable them to fulfill their obligations as service members. Service members must provide advance written or verbal notice to the Company for all military duty, unless giving notice is impossible, unreasonable, or precluded by military necessity. Employees should provide notice as far in advance as is reasonable under the circumstances.

Religious Observance

As noted in the Company's Job Accommodation policy, Leavitt & Starck will provide accommodations based on an employee's religious beliefs if the employee requests and accommodation, and if the proposed accommodation will not cause the Company to endure an undue hardship. This policy does not permit the Company to provide paid leave to these employees, however. The Company respects your religious beliefs, and will allow employees to take a reasonable number of hour(s) or day(s) for employees who for religious reasons, must be away on days of normal operation. This leave must be requested through your department manager at least one week prior to the event.

Civic Duty Leave

The Company encourages employees to fulfill their civic duties. To that end, employees will be allowed leave to serve on a jury, if summoned. We request that you bring in a copy of your

summons notice as soon as you receive it, so that we may keep it on file. If you are called during a particularly busy period, we may ask you to request a postponement. The Company will provide additional documentation in this regard, if necessary, to obtain such postponement.

Jury duty can last from a portion of a single day to several months or more. During this time, you will be considered on a leave of absence and will be entitled to continue to participate in insurance and other benefits as if you were working, but any period of leave taken to fulfill a civic duty requirement will be unpaid. While serving on jury duty, you are expected to call in to your supervisor periodically to keep him or her apprised of your status.

Family Medical Leave Act Policy

Any employee with at least 12 months of service, who has worked 1250 hours or more in the past 12 months, may request unpaid leave under Leavitt & Starck's Family Medical Leave Act ("FMLA") Policy. The rights and job protection provided under the FMLA do not apply to leaves extending beyond the period allowed by FMLA.

Reasons for FMLA Leave: You may request up to 12 weeks of FMLA leave for the following reasons:

- For your own serious health condition (defined below) that makes you unable to perform the essential functions of your job.
- To care for your spouse, child, or parent with a serious health condition.
- For incapacity due to pregnancy, prenatal medical care or child birth.
- To care for your child after birth, placement for adoption, or foster care placement.
- For a "qualifying exigency" resulting from the fact that your spouse, parent, son or daughter is deployed to a foreign country as a member of the Armed Forces. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment and reintegration briefings.

The amount of FMLA leave time you have available to you (for the above reasons) on any given date is equal to 12 weeks minus the amount you have used in the preceding 12 months.

You may request up to 26 weeks of FMLA leave in a single FMLA year for the following reason:

- To care for your spouse, son, daughter, parent, or next of kin who is a covered servicemember. A covered servicemember is either:
  (1) a current member of the Armed Forces who incurred or aggravated a serious illness or injury in line of duty on active duty; and may be medically unfit to perform the duties of his office, grade, rank or rating because of the serious illness or injury; and is undergoing medical treatment, recuperation or therapy, or is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness; or
  (2) a veteran of the Armed Forces who incurred or aggravated a qualifying injury or illness in line of duty on active duty; and is undergoing medical treatment, recuperation or therapy for a serious injury or illness; and was a member of the Armed Forces at any time during the 5 years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy. In a year in which you use leave to care for a covered servicemember, 26 weeks is the maximum amount of FMLA leave that you may use in total for all types of FMLA leave.

Definition of a Serious Health Condition: A "serious health condition" for FMLA purposes is an illness, injury, impairment, or physical or mental condition that involves either:

(1) an overnight inpatient stay in a medical care facility, or
(2) continuing treatment by a health care provider for a condition that either prevents the employee from performing the essential functions of the employee's job, or prevents the qualified family member from participating in work, school, or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by:

- A period of incapacity of more than 3 consecutive full calendar days combined with either (a) at least 2 visits to a health care provider within certain time frames, or (b) one visit to a health care provider within a certain time frame and a regimen of continuing treatment;
- Incapacity due to pregnancy or prenatal care;
- Incapacity due to a chronic condition that continues for an extended period and requires at least two visits to a health care provider per year for treatment; or
- Permanent or long-term incapacity, or conditions requiring multiple treatments.

Intermittent Leave: When medically necessary, leave may be taken on an intermittent basis or by arranging a reduced work schedule. You must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the Company's operations.

Employee's Responsibility to Give Notice of the Need for Leave: If you need to take FMLA leave for any purpose, you must notify the Company's Human Resources officer. If your need for FMLA leave is foreseeable, you must give this notice at least 30 days in advance of the leave. If it is impossible to give 30 days advance notice, you must notify Human Resources as soon as practicable. You must provide enough information for the Company to determine whether the leave qualifies as FMLA leave, and the anticipated timing and duration of the leave.

You must also follow the company's rules for calling in to report absence, tardiness, or early leaving.

After you request FMLA leave, the Company will inform you whether you are eligible to take FMLA leave and will explain your rights and responsibilities under FMLA. After you return some required forms, we will inform you whether the leave is approved as FMLA leave.

Medical Certification: Upon request, you must provide complete and sufficient certification from a health care provider verifying the need for leave. The company will provide you with a form for this purpose, but you are responsible for any charges for your provider to complete it. You must return the completed certification form within 15 days. Failure to do so may result in the delay and/or denial of FMLA leave. The company may require subsequent opinions from a different health care provider, or periodic re-certifications of the need for leave.

Wages and Insurance Benefits During FMLA Leave: Wages are not paid during FMLA leave. If you have health coverage under a Leavitt & Starck sponsored medical insurance plan, the Company will maintain that coverage during FMLA leave as long as you maintain your contributions during the leave, and as long as you remain eligible for coverage under the terms of the applicable plan. Arrangements for making these contributions can be coordinated through Human Resources.

Using Paid Leave Time During FMLA Leave: The Company will ordinarily require you to exhaust any accrued but unused PML you may have at the time when you take your leave according to the terms of all applicable PML and leave policies, although the Company may elect not to enforce this rule in its sole discretion. Whether or not paid leave is available, all time off which is covered

by FMLA will be charged against your yearly FMLA allowance.

Returning to Work: Before returning to work from a leave taken for your own serious health condition, you must provide medical verification of your fitness for duty. The Company will provide a list of the essential functions of your job for that purpose. If you are taking leave intermittently or on a reduced work schedule, a fitness-for-duty certification may be required in some cases.

Upon return from FMLA leave, most employees will be returned to their original position or an equivalent one, with equivalent pay, benefits and other employment terms. Use of FMLA leave will not result in the loss of any benefit that accrued prior to the start of the leave. Employees will not continue to accrue benefits while taking FMLA leave.

Termination of FMLA Leave: FMLA leave and accompanying benefits will cease if:

- The employment relationship would have terminated if you had not taken FMLA leave;
- You inform Leavitt & Starck of your intent not to return from leave;
- You fail to return a medical certification as required;
- You fail to return to work (with any required certification) at the end of an approved FMLA leave;
- You continue on unapproved leave after exhausting your FMLA leave entitlement;
- You obtain FMLA leave fraudulently;
- You engage in conduct on FMLA leave that is inconsistent with the need for that leave; or
- You begin employment with another employer, or engage in self-employment without the company's approval, during FMLA leave.

Enforcement: If you believe that your FMLA rights have been violated, report this immediately to the Practice Administrator or another manager or supervisor. Any complaint will be investigated thoroughly and promptly. No employee will be retaliated against for making a good faith complaint. The FMLA also states that employees can file a complaint with the U.S. Department of Labor or in an appropriate court.

Other Unpaid Leaves

A leave of absence is an excused but unpaid period of time away from work. The Company recognizes that a leave of absence is sometimes necessary for an employee due to extenuating circumstances.

All requests for time away from work during working hours must be made no later than two weeks, earlier if possible, from the date requested so that arrangements can be made to have job duties covered.

In order to request a leave of absence, a leave request form should be completed and submitted to the Company's Human Resources Department for consideration and approval. The guidelines for approving a leave of absence are based not only on the reason for the request, but also on whether such a leave will cause a hardship on the operations of the Company. The Company at all times retains absolute discretion to determine whether it will grant a request for a leave of absence. Leaves of Absence will be considered on an individual basis and must be approved in advance.

Leaves of absence may result in a temporary or permanent cessation of some or all benefits, consistent with the terms of each applicable benefit plan. Employees electing to take a leave of

absence must recognize that the Company may not be practically able to reinstate the employee to his or her original position within the organization following the completion of the leave, depending on all applicable background facts and circumstances.

ARTICLE VI: DISPUTE RESOLUTION

In a perfect world, every employment relationship would be smooth and harmonious. But from time to time an employee may feel that he or she has a legitimate legal dispute with his current or former employer. These disagreements often arise in the context of involuntary employment termination, but there may be disagreements regarding the right to a promotion, expense reimbursement, or one of many other reasons related in any way to the employee's employment with the Company.

All current or former employees of the Company agree to submit any dispute with the Company to binding and final arbitration. The arbitrator will be chosen from a panel presented by the American Arbitration Association or such other organization as is acceptable to both parties. The cost of the arbitrator will be split equally between the Company and the employee. Each party will be responsible for its own attorney or other related fees. The employee acknowledges and understands that by agreeing to arbitrate all disputes the employee may have with the Company, the employee gives up and forever forfeits its right to litigate their dispute in state or federal court, before a jury, or before any applicable federal or state administrative entity. The decision of the arbitrator is final and binding.

Although we seek to provide a workplace in which all employees feel that they are an important part of the Company and where employees feel fairly treated, there may be times when you have a dispute with a supervisor or the Company which can best be resolved through a formal procedure for dispute resolution. Any dispute between you and the Company may be resolved using this dispute resolution procedure, except for verbal reprimands which are not recorded in your personnel file. All disputes between any employee and the Company are to be resolved by in accordance with the following procedure. If you fail to follow the procedural and timeliness requirements provided in this Policy, your claim will be irrevocably waived.

Dispute Resolution Procedure

Preliminary Step

You must first address your grievance with your immediate supervisor. This may be done verbally in an informal discussion. If your informal attempts to resolve the matter are not successful, you may implement the formal grievance process.

Step 1

If the dispute between the employee and the Company was not resolved through use of the Preliminary Step and if the employee wishes to continue to resolve the dispute, the employee must submit a grievance in writing to his or her immediate supervisor. A grievance is a complaint by an employee concerning any matter related to the employee's employment with the Company. All grievances must be in writing on a form provided and distributed by the Company. To be valid, a grievance must state clearly and concisely all the known facts related to the grievance, including the "who, what, where, when and why" necessary to explain the dispute. The grievance must also clearly explain why the employee disagrees with the act or omission of the Company and must also describe the remedy the employee is seeking. The employee must finally sign and date the grievance.

Grievances must be submitted within 30 calendar days following the date the employee first knew

or should have known of the grievance. If you do not submit the grievance within the 30 day period, you waive your right to assert it.

Your supervisor will respond in writing within a reasonable period of time following receipt of your grievance. If the grievance is not settled in Step 1, then you may proceed to Step 2.

Step 2

If the dispute between the employee and the Company was not resolved through use of Step 1 and if the employee wishes to continue to resolve the dispute, the employee must next appeal the disposition of his or her grievance by the direct supervisor by advancing the written grievance to his or her Department Head within 10 calendar days of receiving his or her direct supervisor's written response. The Department Head will then undertake an investigation of your grievance and the underlying facts. Within a reasonable time following receipt of your grievance, the Department Head will meet with you in person to discuss your grievance. The Department Head will then provide a written response to your grievance within a reasonable time following the date of your meeting.

Step 3

If the dispute between the employee and the Company was not resolved through use of Step 2 and if the employee wishes to continue to resolve the dispute, the employee must next submit his or her grievance to the President of the Company (or the President's designee) for review within 5 calendar days days following receipt of the written response from the employee's Department Head. The President or his or her designee will review the grievance and provide a written response within a reasonable time following receipt of the Step 3 grievance.

Step 4 (Arbitration of Claims)

If the dispute between the employee and the Company was not resolved through use of Step 3 and if the employee wishes to continue to resolve the dispute, the employee is bound and agrees to request the dispute to be resolved through final and binding arbitration of his grievance. The request for arbitration must be in writing and must be made within 30 days following receipt of the response of the President or the President's designee at Step 3. The employee requesting arbitration must limit the scope of the dispute presented to the arbitrator to only those specific issues raised with the Company during the prior steps of this dispute resolution process.

Upon receipt of your request, the Company will, within reasonable time following its receipt of your request, ask the American Arbitration Association to provide a list of prospective arbitrators. The parties will choose an arbitrator from the list provided. If the parties cannot agree upon the choice of an arbitrator, then you and the Company will ask the American Arbitration Association to appoint an arbitrator to hear your case.

All fees or expenses of arbitration, including, without limitation, the arbitrator's fees and expenses and rental of a venue for the arbitration, if necessary, shall be borne equally by the parties. Each party will pay its own attorneys' fees or costs other than the arbitrator's fees and expenses.

The grievant at all times bears the burden of proof as to the validity of the grievance.

The decision of the arbitrator shall be in writing and the decision is final and binding. Arbitration is the exclusive forum for resolution of (without limitation) all discipline and discharge cases, and the employee waives his or her right to bring any action in court, to submit a charge or bring an action before a state or federal administrative agency, or to submit such matter to a jury. Either

party may seek to enforce an arbitrator's award in a court of competent jurisdiction.

RESPONSIBLE CONTRACTOR BID EVALUATION CRITERIA

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	1,113,803.19
Labor Costs:	378,703.19
Materials Costs:	355,100.00
Equipment Costs:	380,000.00
Possible Change Orders:	Unknown

CHECKLIST FOR BID SUBMITTAL

X — BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

X — PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X — NOTARY SIGNATURE – Please make sure that Page P 13 of 28 and Page P 17 of 28 are notarized.

X — SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: NGQLW24M7G81 if you have received it.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: March 12, 2024

In compliance with your invitation for bids dated **February 21, 2024** to perform

PARKING LOT 21 IMPROVEMENTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Bailey Excavating, Inc.
   organized and existing under the laws of the State of Michigan
   with offices at 1073 Toro Drive-Jackson, MI 49201
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-2009278

(Corporate Seal, if applicable)

Name of Bidder: Jacob W. Bailey

Signed By: _____

Its: V.P./Manager/Estimator

BID SHEET

DATE:

PROPOSAL FOR: PARKING LOT 21 IMPROVEMENTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1500001	Mobilization, Max (10%)	LSUM	1.0	$10,000.00	$10,000.00
2	2040020	Curb and Gutter, Rem	Ft	15.0	$30.00	$450.00
3	2040045	Masonary and Concrete Structure Removal	Cyd	20.0	$45.00	$900.00
4	2040055	Sidewalk, Rem	Syd	14.0	$20.00	$280.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	2040080	Exploratory Investigation, Vertical	Ft	8.0	$150.00	$1,200.00
6	2047001	Pavt Sawcut	Ft	100.0	$4.65	$465.00
7	2047011	HMA Surface, Rem, Modified	Syd	1,560.0	$9.34	$14,570.40
8	2050031	Non Haz Contaminated Material Handling and Disposal, LM	Cyd	10.0	$75.00	$750.00
9	2057021	Geogrid	Syd	1,400.0	$3.10	$4,340.00
10	2080036	Erosion Control, Silt Fence	Ft	100.0	$3.45	$345.00
12	2087050	Erosion Control, Inlet Protection, Grate Filter Rectangular	Ea	12.0	$125.00	$1,500.00
13	2087050	Erosion Control, Inlet Protection, Grate Filter Round	Ea	1.0	$125.00	$125.00
14	3027011	Aggregate Base, 8 inch, 21AA, Modified	Syd	1,560.0	$11.60	$18,096.00
15	3060020	Maintenance gravel	Ton	65.0	$30.00	$1,950.00
16	4027001	Sewer backfill, Class II	Ft	90.0	$36.52	$3,286.80
17	4027001	Sewer, DI, 8 inch	Ft	90.0	$81.68	$7,351.20
18	4037050	Catch Basin Cover, Curb	Ea	2.0	$995.00	$1,990.00
19	4037050	Catch basin, 48 inch dia	Ea	2.0	$4,500.00	$9,000.00
20	4037050	Mh Cover, Std	Ea	1.0	$850.00	$850.00
21	4037050	Storm Manhole, 48 inch dia	Ea	1.0	$4,800.00	$4,800.00
22	4037050	Utility Structure Cover, Adj, Case 1, Modified	Ea	1.0	$775.00	$775.00
23	5010033	HMA, 13A	Ton	420.0	$138.50	$58,170.00
24	8020038	Curb and Gutter, Conc, Det F4	Ft	200.0	$45.00	$9,000.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
25	8030044	Sidewalk, Conc, 4 inch	Sft	125.0	$10.50	$1,312.50
26	8110204	Pavt Mrkg, Preformed Thermopl, Accessible Sym	Ea	3.0	$500.00	$1,500.00
27	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	8.0	$60.00	$480.00
28	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	8.0	$6.00	$48.00
29	8120026	Pedestrian Type II Barricade, Temp	Ea	7.0	$90.00	$630.00
30	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	60.0	$25.00	$1,500.00
31	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	60.0	$3.00	$180.00
32	8120140	Lighted Arrow, Type C, Furn	Ea	1.0	$250.00	$250.00
33	8120141	Lighted Arrow, Type C, Oper	Ea	1.0	$120.00	$120.00
34	8120170	Minor Traf Devices	LSUM	1.0	$6,000.00	$6,000.00
35	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	129.0	$2.40	$309.60
36	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	129.0	$1.20	$154.80
37	8120352	Sign, Type B, Temp, Prismatic, Special, Furn	Sft	10.0	$11.00	$110.00
38	8120353	Sign, Type B, Temp, Prismatic, Special, Oper	Sft	10.0	$1.20	$12.00
39	8120370	Pavt Mrkg, Waterborne, 4 inch blue	Ft	440.0	$1.00	$440.00
40	8120370	Pavt Mrkg, Waterborne, 4 inch white	Ft	1,000.0	$1.00	$1,000.00
41	8120370	Post. Steel, 3 pound	Ft	101.0	$10.20	$1,030.20
42	8120370	Project Cleanup	LSUM	1.0	$7,500.00	$7,500.00
43	8120370	Sign, Type III, Erect Salvage	Ea	7.0	$75.00	$525.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
44	8120370	Sign, Type III, Rem	Ea	7.0	$75.00	$525.00
45	8120370	Site grading	LSUM	1.0	$15,000.00	$15,000.00
46	8120370	Traf Regulator Control	LSUM	1.0	$2,000.00	$2,000.00
47	8167011	Turf Establishment, Performance	Syd	60.0	$16.50	$990.00
				TOTAL		$191,811.50

TOTAL BID WRITTEN OUT:

One Hundred Ninety One Thousand Eight Hundred Eleven Dollars and Fifty Cents----------

Submitted Bid:	$191,811.50
Labor Costs:	$52,800.00
Materials Costs:	$61,100.00
Equipment Costs:	$63,000.00
Possible Change Orders:	No fore seen change orders at this time *Subcontractor costs not in breakdown above

Bidder's Name:	Bailey Excavating, Inc.
Address:	1073 Toro Drive
City, State, Zip:	Jackson, Michigan 49201
Telephone:	517-750-3030
Fax:	N/A

Email Address:	jacobbailey@bailey-excavating.com rhondablair@bailey-excavating.com
Federal ID Number:	38-2009278
Bid Signed By:	Jacob W. Bailey Print or Type
Title:	V.P./Manager/Estimator

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its V.P./Mamager/Estimator

CONTRACT COMPLIANCE

DATE: February 21, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

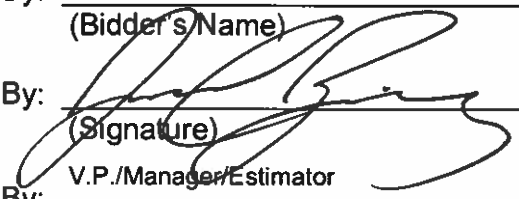
Jacob W. Bailey certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Jacob W, Bailey understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: March 12, 2024

By: Jacob W. Bailey
(Bidder's Name)

By: 
(Signature)

By: V.P./Manager/Estimator
(Title)

1073 Toro Drive
Address

Jackson
City

Michigan 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Jacob W. Bailey-Bailey Excavating, Inc.

ADDRESS: 1073 Toro Drive

Jackson, Michigan 49201

SIGNED BY:

TITLE: V.P./Manager/Estimator

DATE: March 12, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: March 12, 2024

By: Jacob W. Bailey
(Bidder's Name)

By: _____
(Signature)

By: V.P/Manager/Estimator
(Title)

1073 Toro Drive
Address

Jackson
City

Michigan 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Jacob W. Bailey, being first duly sworn, deposed and says that:

1. He is V.P./Manager/Estimator of, Bailey Excavating, Inc. the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: March 12, 2024

By: BAILEY EXCAVATING, INC.
(Company)

By: VP/Manager/Estimator
(Title)

Subscribed and sworn to before me, a Notary Public, this 12th day of March, 2024.

Rhonda L. Blair

Notary Public, Jackson County,
My commission expires: March 1, 2026

RHONDA L. BLAIR
Notary Public-State of Michigan
County of Jackson
My Commission Expires March 1, 2026
Acting in the County of_____

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

Give 'Em A Brake Safety	Traffic
Bart's Asphalt	Pavement markings

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Jacob W. Bailey an authorized representative of Bailey Excavating, Inc. am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated March 12, 2024

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Jacob W. Bailey	Bailey Excavating, Inc.
Telephone 517-750-3030	Email Address jacobbailey@bailey-excavating.com

Contract or matter pending with the City:

_____

_____

I, Jacob W. Bailey, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

Signature

Subscribed and sworn to before me, a Notary Public, this 12th day of March, 2024.

Rhonda L. Blair

RHONDA L BLAIR
Notary Public-State of Michigan
County of Jackson
My Commission Expires March 1, 2026
Acting in the County of_____

Notary Public, Jackson County,
My commission expires: March 1, 2026

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Jacob W. Bailey -VP/Manager/Estimator

Name and Title of Authorized Representative

Bailey Excavating, Inc.

Name of Participant Agency or Firm

3/12/2024

Signature of Authorized Representative — Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Bailey Excavating, Inc.
2. Established: Year 1973 Number of Employees 40
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

---

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

   5.1 Company Name: MDOT#207173-City of Jackson
   Address: Jackson
   Phone: 517-788-4160
   Contact: Troy White
   Type of Work: Road Construction/Utilities
   Budget: $669,801.77

   5.2 Company Name: Village of Hanover
   Address: Main Street-Hanover, MI
   Phone: 517-917-1211
   Contact: Mike Medley
   Type of Work: Repair, Patch, Pave various streets-0222 Local Streets Project
   Budget: $136,000.00

   5.3 Company Name: City of Albion
   Address: Albion
   Phone: 517-629-5535
   Contact: Pat Miller
   Type of Work: Road Construction/Utilities
   Budget: $1,222,813.66

I certify that all of the information provided is true and answered to the best of my ability.

Signed _____ Name Barker Weber Insurance Agency
Title VP/Manager/Estimator Date March 12, 2024

AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Bailey Excavating, Inc

1073 Toro Dr.

Jackson, MI 49201

SURETY:
(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America

One Tower Square

Hartford, CT 06183

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Jackson

BOND AMOUNT: Five Percent of Bid (5% of Bid)

PROJECT: City of Jackson- Parking Lot 21 Improvements / Grading, Curb, & Gutter, Catch Basins, Storm Pipe HMA Paving
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, **or** within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner 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. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of March , 2024

Rhonda M. Danny
(Witness)

Kimberly Bennett
(Witness) Kim Bennett

Bailey Excavating, Inc
(Principal) Rhonda K. Blais *(Seal)*

(Title)

Travelers Casualty and Surety Company of America
(Surety) *(Seal)*

(Title) John T. Foster , *Attorney-in-Fact*

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081110

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **John T. Foster** of **LANSING**, **Michigan**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary, or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **12th** day of **March**, **2024**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:			
COMPANY NAME:	Bailey Excavating, Inc.		
ADDRESS:	1073 Toro Drive		
CITY, STATE, ZIP:	Jackson, MI 49201		
TELEPHONE:	517-750-3030		
OFFICERS:			
President:	John W. Bailey	Email Address:	jbailey@bailey-excavating.com
Vice President:	Mark Magner-Jacob Bailey	Email Address:	markmagner@bailey-excavating.com
Secretary:	Jacob W. Bailey	Email Address:	jacobbailey@bailey-excavating.com
Treasurer:	jacobbailey@bailey-excavating.com	Email Address:	jordanbailey@bailey-excavating.com
CRITERIA 2:			
How many years has your organization been in business under your present firm name? 50			
PARENT COMPANY NAME:	NA		
STREET ADDRESS:	-		
CITY, STATE, ZIP CODE:	-		
UNDER CURRENT MANAGEMENT SINCE (DATE):	1973		

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Michigan #80013171,DEQ-Storm Water Management #C-09894, Jackson County Sewage System Installer #344, City of Ann Arbor Sewer Installer #191167

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

Operators-JATF #MI015780065, Michigan Laborers-JAC #MI007970001, MDOT OJT, Asbestos Training, Hazmat Training, First Aide Training

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

It is confirmed that all subcontractors, employees and other individuals will maintain current applicable licenses require by law.

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Bidder is in compliance with all applicable State and Federal Laws.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

LIESL EICHLER CLARK
DIRECTOR

February 19, 2019

Mark E. Magner
1446 Ambs Drive
Jackson, MI 49201

With the recommendation of the Board of Examiners and with the authority granted by the Department of Environmental Quality, you are hereby granted a continuance of your of Storm Water Construction Site Operator Certification. The reason for this action is you either applied for certification renewal or retested as a Storm Water Management Operator.

Your replacement certificate is printed at the bottom of this page. Your certificate number is ***C- 09894***. This certification will remain valid until July 1, 2024. Please retain this certificate on file as your record of certification.

A certified operator who changes his/her address must notify the Operator Training and Certification Unit within 30 days of the change. Please contact Bruce Lack, 517-284-5486 to report address changes.

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY

This is to certify that

Mark E. Magner

is qualified under the rules governing certification to operate any facility listed under the classification

STORM WATER MANAGEMENT – CONSTRUCTION SITE

A-1j

CERTIFICATE NO. C- **09894**

EXPIRES JULY 1, 2024

Issued by the Director of the Department of Environmental Quality
Under Authority of Act 451 P.A. 1994, Part 31 as amended

EQC 3450-1 (Rev 1/21/2010)

Filed by Corporations Division Administrator Filing Number: 224766206690 Date: 01/26/2024

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the 2024 ANNUAL REPORT

for

BAILEY EXCAVATING, INC.

ID Number: 800131710

received by electronic transmission on January 26, 2024 ***, is hereby endorsed.***

Filed on January 26, 2024 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

LICENSING AND REGULATORY AFFAIRS
TUEBOR
CIRCUMSPICE
Corporations, Securities & Commercial Licensing Bureau

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 26th day of January, 2024.

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau

CITY OF ANN ARBOR

100 North Fifth Avenue
Ann Arbor, Michigan 48107-8647
Phone: (734) 794-6267 Fax: (734) 994-8460

SEWER INSTALLER CONTRACTOR
CONT-191167

ISSUE: 11/15/2019

EXPIRE: 03/31/2023

CONTRACTOR INFORMATION

Bailey Jacob
1073 Toro Dr.
Jackson, MI 49201
(517) 750-3030 FAX: na

Driver's License: B400356887564
Birthdate: 07/17/1992

License #:
Federal ID: na
Liability:
Workers Comp:

The holder of this Certificate may perform work as designated above within the City of Ann Arbor, so long as the Building Code and related ordinances are abided by. Neglect to correct violations within a reasonable time will void this Registration.

Glen Dempsey
Building Official

Jackson County Health Department

Sewage System Installer License

Bailey Excavating

License #344

Valid for Calendar Year

2023

Issued by:
Jackson County Health Department
1715 Lansing Ave, Suite 221
Jackson, Michigan 49202

Approved By:

Don Hayduk, RS, MS, PEM
Environmental Health Director

Date:
December 16, 2022

CERTIFICATE Of COMPLETION

MISS DIG 811

Mark Magner

is recognized for their successful completion of

MISS DIG 811 Certification

PRESENTED BY: Gwen Knowles

Gwen Knowles, Education and Training Manager

ON THIS DAY: September 7, 2017

Certificate of Training

This Certifies That

Mark E. Magner

has completed 8-hours of Asbestos Awareness Training for Class II Asbestos Work Involving Cementitious Asbestos Pipe in accordance with
OSHA's Asbestos Standard for Construction
29 CFR 1926.1101

presented by:
SOIL AND MATERIALS ENGINEERS, INC.

sme

April 15, 2004
Course Date

Mark A. Halloway, OHST

CERTIFICATE OF COMPLETION

This certificate is awarded to

Jacob Bailey

For successfully completing the requirements necessary to install and repair onsite wastewater treatment systems as required by Section 7:1 of the Washtenaw County Regulation for the Onsite Management, Treatment and Disposal of Wastewater

Washtenaw County Health Department

Environmental Health Division

WASHTENAW COUNTY MICHIGAN 1826

Kristen Schweighoefer

Kristen Schweighoefer, Director of Environmental Health

8/18/2022

Date

382

Contractor Number

HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

JACOB W BAILEY

for successful completion of

Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	*Course Hours*	*Location*
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19362
Certificate Number
Hazmat Responder Network

HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

TYLER A DARNELL

for successful completion of

Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	*Course Hours*	*Location*
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19361
Certificate Number
Hazmat Responder Network



HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

CHAD D WRIGHT

for successful completion of

Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	*Course Hours*	*Location*
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19359
Certificate Number
Hazmat Responder Network

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Steve Bliss

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Fred Carpenter

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Mike CRABTREE

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

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This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Tyler Dalnell

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

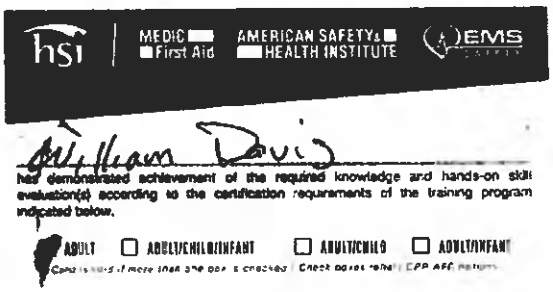
05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.



Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

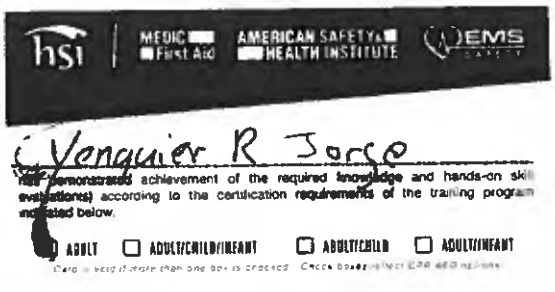
05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No

QUA 483 — Training Center I.D.

This Adult First Aid | CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.



Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

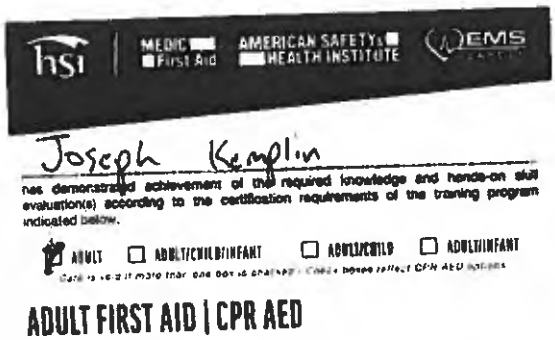
05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No

QUA 483 — Training Center I.D.

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Expiration date may not exceed two years from month of class completion.



Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

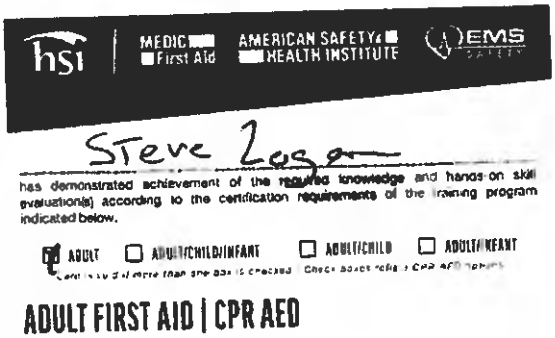
05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

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Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No

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Expiration date may not exceed two years from month of class completion.

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Raymond Pankhurst

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes refer to CPR AED options.

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

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Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Conner Peters

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes refer to CPR AED options.

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

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Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

Matt Sherman

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes refer to CPR AED options.

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

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Expiration date may not exceed two years from month of class completion.

---

hsi | MEDIC First Aid | AMERICAN SAFETY & HEALTH INSTITUTE | EMS

CHAD WRIGHT

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes refer to CPR AED options.

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No.

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No.

QUA 483 — Training Center I.D.

This Adult First Aid | CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☐ NONE

See Attached-Dismissed from complaint

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☐ NONE

See Attached

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

BRADLEY C. WIEFERICH, P.E.
Director

January 18, 2024

Bailey Excavating, Inc.
1073 Toro Dr
Jackson MI 49201-1095

Vendor ID: 00777

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **Bailey Excavating, Inc. has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $16,051,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

3000	($3,000,000.00)	Cb	Hot Mix Asphalt/Bituminous Paving
16051	($16,051,000.00)	Ea	Grading, Drainage Structures & Agg. Cons
200	($200,000.00)	G	Building Moving And Demolition
500	($500,000.00)	I	Sodding And Seeding/Turf Establishment
3000	($3,000,000.00)	J	Concrete C, C&G, Driveways, Sidewalks
16051	($16,051,000.00)	K	Sewers and Watermains
16051	($16,051,000.00)	N2	Clearing & Grubbing

This prequalification rating is effective until September 30, 2024; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov , Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov , Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

Contractor's Performance Evaluation

Michigan Department of Transportation

1/10/2024 2:38 PM
FieldManager 5.3c

Contract: 38000-207183, Hot mix asphalt cold milling and resurfacing, intersection i

Report Period	CPE Number	Contractor	
1/1/2023 - 12/31/2023	15	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
1/10/2024	Final	Subcontractor	$184,624.06
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location			**Work Type**
Greenwood Avenue from Fourth Street to Morrell Street			
Evaluator	**Current Contract Amount**		**Managing Office**
KB, Kent Beeksma	$1,246,940.54		Hubbell, Roth & Clark, Inc
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			

County(s)
Jackson County

Project(s)
207183A, Hot mix asphalt cold milling and resurfacing, intersection i
213455A, Signal Modernization includes replacing mast arm signal, ele
213456A, Signal Modernization includes replacing mast arm signal, ele

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Had equipment needed to complete the work.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personnel had on the proper PPE while completing tasks.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	8	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	8	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Evaluator _____ (Date) _____

Construction/Project Engineer _____ (Date) _____

TSC Manager: Kelby Wallace - Jackson TSC _____ (Date) _____

Contractor's Performance Evaluation

MDOT
Michigan Department of Transportation

2/1/2024 1 37 PM
FieldManager 5.3c

Contract: 46061-131769, Hot mix asphalt cold milling and resurfacing, shoulder widen

Report Period	CPE Number	Contractor
2/21/2023 - 12/29/2023	2	Bailey Excavating, Inc.

CPE Date	Report Type	Contractor Type	Subcontract Amount
2/1/2024	Interim	Subcontractor	

Form Version	Route	District	Business Enterprise Type
082307		06022	

Location	Work Type
US-223 from US-127 to Brooks Highway.	

Evaluator	Current Contract Amount	Managing Office
kmc, Kevin M. Crevier	$40,675,097.34	Fishbeck

Entered By	Revised By	Revision Date	Rev. No.
MLH, Mary Lou Hussey			

County(s)
Lenawee County

Project(s)
131769A, Hot mix asphalt cold milling and resurfacing, shoulder widen
204949A, Construction of a roundabout.
209398A, Hot mix asphalt cold milling and resurfacing, shoulder widen

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	Good job communicating schedule of when they would be on site

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	8	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

kmcrevier
02/05/2024 8:32:41 AM
Evaluator (Date)

Robb Welch P.E.
02/05/2024 10:04:58 AM
Construction/Project Engineer (Date)

TSC Manager: Kelly Wallace - Jackson TSC

APPROVED
By Kelby at 8:33 am, 2/23/24
(Date)

7.

MOURER FOSTER
Bonds & Insurance

February 8th, 2024

RE: Bonding Capacity for Bailey Excavating, Inc.

To Whom it May Concern:

It has been the privilege of Mourer Foster Inc. and Travelers Casualty and Surety Company of America to provide surety bonds on behalf of Bailey Excavating, Inc. In our opinion Bailey Excavating, Inc. remains properly financed, well equipped and capably managed.

At the present time Bailey Excavating, Inc. maintains a single project surety line of $10,000,000 and an aggregate surety program to $20,000,000 which as of this date 35% is available. As always, Travelers Casualty and Surety Company of America reserves the right to perform normal underwriting as the time of any bond request including, without limitation, prior review and approval of relevant contract documents, bond forms, and project financing. We assume no liability to the owner if for any reason we do not execute such bonds.

Travelers Casualty and Surety Company of America is rated A++ (Superior) by A.M. Best Company, the industry's leading independent rating agency. They are also on the U.S. Treasury Department Listing of Approval Sureties (2022 Department Circular 570) and have a financial size category of XV (Greater than or Equal to USD 2.00 Billion).

Bailey Excavating, Inc. and its principals enjoy an outstanding reputation, and our firm is proud to be associated with them. If you need any additional information, please feel to contact me.

Thank you,

John Foster
President

615 N. Capitol Avenue • Lansing, MI 48933 • Telephone 517-371-2300 • Fax 517-371-7121 • 800-686-2663
www.mourer-foster.com

B

STATE OF MICHIGAN
IN THE 55TH DISTRICT COURT FOR THE COUNTY OF INGHAM

LANSING BOARD OF WATER AND LIGHT,
a municipal corporation,
Plaintiff,

Case No. 21-0135-GC

Hon. Donald L. Allen, Jr.

v

LAND ONE, LLC, a Michigan limited liability company,
LAND VISIONS, INC., a Michigan corporation,
BAILEY EXCAVATING, INC., a Michigan corporation,
Individually and severally,
Defendants.

55TH DIST CRT '21 JUN 29 PM 1:04

Yolanda M. Bennett (P69219)
Mark Matus (P36659)
Attorneys for Plaintiff
1201 S. Washington Avenue
P.O. Box 13007
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(517) 702-7056
Yolanda.bennett@lbwl.com

William D. Tomblin (P40540)
William D. Tomblin & Associates
Co-Counsel for Defendant Land One, LLC
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PARKER, BEER & RICK, PLC
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Kurt Hatfield (P51927)
Kurt Hatfield, Attorney at Law, PLC
Co-Counsel for Defendant Land One, LLC
360 E. Allegan Street, Suite C
Otsego, Michigan 49078
(269) 355-6054
kurthatfield@gmail.com

ORDER GRANTING MOTION FOR SUMMARY DISPOSITION AS TO BAILEY EXCAVATING, INC.

At a session of said Court, held in the Ingham County Courthouse, in the City of Mason, Michigan, on July 12, 2021.

PRESENT: Honorable Donald L. Allen, Jr., District Court Judge

This matter having come before this Honorable Court on Defendant Bailey Excavating, Inc.'s Motion for Summary Disposition; the Court having considered same; oral arguments having been heard by the Court; and the Court being otherwise fully advised in the premises;

IT IS HEREBY ORDERED that Defendant Bailey Excavating, Inc.'s Motion for Summary Disposition is hereby GRANTED.

IT IS FURTHER ORDERED that this matter shall be and is hereby dismissed as to Bailey Excavating, Inc., with prejudice.

Donald L. Allen Jr.

Hon. Donald L. Allen, Jr.
District Court Judge

9.

Michigan Department of Labor and Economic Opportunity
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680
Fax: (517) 284-7685

Inspection Number: 1545667
Inspection Date(s): 08/04/2021 - 08/04/2021
Issuance Date: 09/01/2021
Optional Reporting Number: 21-053/11

Citation and Notification of Penalty

Company Name: Bailey Excavating Inc and its successors
Inspection Site: 112 Morrell Street, Jackson, MI 49201

Citation 1 Item 1 — Type of Violation: **Other-than-Serious**

408.42243(1): CS Part 22 Signals, Signs, Tags, and Barricades
A sign as prescribed in this rule shall be attached to the rear of any vehicle that, by design, moves at 25 miles per hour or less on any public, private, or temporary road.

No slow-moving vehicle sign is mounted on the rear of a CAT 938F wheel loader. A worker was exposed while in operation on the traveled way of a low-volume road.

Date By Which Violation Must be Abated	September 10, 2021
Proposed Penalty	$0.00

X John W Bailey 9-9-21

Authorized Signature

Michigan Department of Labor and Economic Opportunity
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680 Fax: (517) 284-7685

Inspection Number: 1421569
Inspection Date(s): 08/07/2019 - 08/07/2019
Issuance Date: 10/25/2019
Optional Reporting Number: 19-004/17

Citation and Notification of Penalty

Company Name: Bailey Excavating Inc
Inspection Site: Michigan Avenue, Marshall, MI 49068

Citation 1 Item 1a — Type of Violation: **Serious**

408.40933(4): CS Part 9 Excavation, Trenching and Shoring
An excavation 48 or more inches in depth and occupied by an employee shall be provided with either a ladder extending not less than 3 feet above the top as a means of access or with a ramp meeting the requirements of subrule (5) of this rule. Lateral travel along the wall of a trench to a ladder or other means of egress shall not exceed 25 feet.

A section of extension ladder, which was being used in the excavation by the employer to gain access to and from the excavation, did not extend 3 feet past the point of entry.

Date By Which Violation Must be Abated: Corrected During Inspection
Proposed Penalty: $1,500.00

Citation 1 Item 1b — Type of Violation: **Serious**

408.40941(1): CS Part 9 Excavation, Trenching and Shoring
The side of an excavation more than 5 feet deep shall be sloped as prescribed in table 1, unless supported as prescribed in this part.

Excavation was approximately 7 1/2 feet in depth; soil conditions consisted of loose sand and gravel and was previously excavated materials. North, South and West walls of the excavation were near vertical in slope. The length of the excavation was approximately 30 feet and the width was approximately 7 feet wide at the bottom and 12 feet at the top. Jobsite was located in downtown Marshall, MI.

Date By Which Violation Must be Abated: Corrected During Inspection
Proposed Penalty: $0.00

Authorized Signature

See pages 1 through 3 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Barker Weber Insurance Agency
Type of Coverage:	Liability,Work Comp,Pollution,Equipment
Telephone:	517-783-2608

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☑

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/24/2023

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
Barker Weber Insurance Agency, Inc.
2501 Spring Arbor Rd.
Jackson, MI 49203

CONTACT NAME: Eric Jenks
PHONE (A/C, No, Ext): 517-783-2608 FAX (A/C, No): 517-783-4674
E-MAIL ADDRESS: Eric@barkerweber.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	State Automobile Mutual nsurance Company	25135
INSURER B :	Accident Fund Insurance Company	10166
INSURER C :	Admiral Insurance Company	
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
Bailey Excavating, Inc.
1073 Toro Dr
Jackson, MI 49201

COVERAGES **CERTIFICATE NUMBER:** **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		
A	✓ COMMERCIAL GENERAL LIABILITY	Y	Y	PBP2728202	06/01/2023	06/01/2024	EACH OCCURRENCE	$	1,000,000
	CLAIMS-MADE ✓ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$	300,000
	✓ XCU Coverage Included						MED EXP (Any one person)	$	10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$	1,000,000
	POLICY ✓ PRO-JECT LOC						GENERAL AGGREGATE	$	2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	$	2,000,000
								$	
A	AUTOMOBILE LIABILITY	Y	Y	10081708CA	06/01/2023	06/01/2024	COMBINED SINGLE LIMIT (Ea accident)	$	1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$	
	✓ OWNED AUTOS ONLY ✓ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$	
	✓ HIRED AUTOS ONLY ✓ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$	
								$	
A	✓ UMBRELLA LIAB OCCUR	Y	Y	PBP2728202	06/01/2023	06/01/2024	EACH OCCURRENCE	$	10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$	10,000,000
	DED RETENTION $ 0							$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N		Y	100033480	06/01/2023	06/01/2024	✓ PER STATUTE OTH-ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$	1,000,000
							E.L. DISEASE - POLICY LIMIT	$	1,000,000
A	Contractors Equipment			PBP2728202	06/01/2023	06/01/2024	Policy Limit - $58,928.8		Deductible $2,50
C	Pollution Liability			FEIECC2687001	11/25/2022	11/25/2023	Each Occurence		$1,000,000
							Policy Aggregate		$2,000,000

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

Project: 23-03 HMA Patching

City of Jackson, its officers, employees, agents, and representatives are included as additional insured as respects to General Liability. Additional insured status is provided to the City of Jackson as respects Pollution liability. County of Jackson is named as additional insured

CERTIFICATE HOLDER

City of Jackson
161 W Michigan Ave
Jackson, MI 49201

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

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Insurance Companies

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
City of Jackson 161 W. Michigan Ave Jackson, MI 49201	2021 CDBG STREET RECONSTRUCTION WITH WATER AND SEWER MAIN REPLACEMENT PROJECT ON BIDDLE STREET AND COOLEY PLACE - ENG22-01 West Avenue Water Main Replacement - 23-03 HMA Patching
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
   1. Your acts or omissions; or
   2. The acts or omissions of those acting on your behalf;

   in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.
   However:
   1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
   2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:
   This insurance does not apply to "bodily injury" or "property damage" occurring after:
   1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
   2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:
   If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
   1. Required by the contract or agreement; or
   2. Available under the applicable Limits of Insurance shown in the Declarations;

   whichever is less.
   This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

d Insurance Services Office, Inc., 2012

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
City of Jackson 161 W. Michigan Ave Jackson, MI 49201	Douglas Street Reconstruction 2021 CDBG STREET RECONSTRUCTION WITH WATER AND SEWER MAIN REPLACEMENT PROJECT ON BIDDLE STREET AND COOLEY PLACE
	ENG 22-01 West Avenue Water Main Replacement ENG 22-13 Miscellaneous Construction
	- 23-03 HMA Patching
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

d Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

Name of Person or Organization:

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section V, 17, The Transfer of Your Rights Of Recovery Against Others To Us, is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization. This waiver applies only to the person or organization shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

Name of Person or Organization:

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section V, 17, The Transfer of Your Rights Of Recovery Against Others To Us, is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization. This waiver applies only to the person or organization shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION - SCHEDULED PARTY

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

1.	**Name:**	City of Jackson
2.	**Address:**	161 W. Michigan Ave Jackson, MI 49201
3.	**Optional Notification:**	30 **days**
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.		

A. We will mail the designated person or organization in the Schedule above at least 30 days advance notice or the number of days advance notice shown in the Schedule above if we cancel or nonrenew this policy for any reason other than nonpayment of premium, subject to statutorily permitted reasons.

B. We will mail the designated person or organization in the Schedule above at least 10 days advance notice if we cancel this policy for nonpayment of premium; or

C. The person or organization shown in the Schedule above will be mailed confirmation if you cancel this policy for any reason.

In no event will the action or timing of the named insured's election to cancel the terms of this policy serve to extend the policy beyond the expiration date shown in the declarations.

Failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER RIGHTS OF RECOVERY AGAINST OTHERS

SCHEDULE

Name of Person or Organization: City of Jackson 161 W. Michigan Ave Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the declarations as applicable to this endorsement.)

The Transfer Of Rights Of Recovery Against Others To Us Condition is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage as agreed to under a contract with that person or organization in advance of any "accident" or "loss" to which this insurance applies. This waiver applies only to the person or organization shown in the Schedule above.

All other provisions of this policy apply.

This endorsement is a valid part of the policy when the form number is shown on the Declarations.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement
Insured

Effective Policy No.

Endorsement No.
Premium

Insurance Company

Countersigned by_____

WC 00 03 13
(Ed. 4-84)

© 1983 National Council on Compensation Insurance.

No. 12



Bailey Excavating, Inc.



1073 TORO DRIVE –JACKSON, MI 49201
PHONE (517) 750-3030

To Whom It May Concern:

Our staffing capabilities and labor sources including subcontracotrs will not be misclassified as independent contractors in violation of any state or federal law.

Rhonda L. Blair 4/14/2022

Rhonda L. Blair/Executive Financial Director **Date**

Bailey Excavating, Inc.

An Equal Opportunity Employer

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

MDOT Testing & Physicals

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

See Attached

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

We will pay all craft employees on the project current wage rates and fringe benefits as required under federal, state or local wage laws.

(See Attached)

No. 13

Certificate of
DOT Drug and Alcohol Program Enrollment

BAILEY EXCAVATING INC

The Employer listed above has enrolled in a Drug and Alcohol Testing Program with DOT Compliance Group that meets the requirements of DOT Regulation 49 CFR Parts 382 & 40

BAILEY EXCAVATING INC
1073 TORO DRIVE
JACKSON, Michigan

Program Start Date: Apr 1, 2022
Program is current through: Apr 1, 2023
Client Code: 226135

DOT Compliance Group

DOT Compliance Group • 100 Decker Court Ste. 250,• Irving, TX 75062

14.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030 — FAX (517) 750-1095

ONE YEAR WARRANTY

PROJECT NAME AND LOCATION:	Miscellaneous Construction Jackson, Michigan
PROJECT NUMBER:	ENG 22-13
CONTRACT NUMBER:	
ENGINEERING MANAGER:	HRC
WORK COVERED BY WARRANTY:	Materials and Workmanship
LENGTH OF WARRANTY:	One (1) year from date of substantial completion
SUBSTANTIAL COMPLETION:	

The undersigned does hereby warranty that the above stated work has been performed in accordance with the contract documents for the project named and does warrant said work to be free from defects in materials and labor for one (1) year from the date of substantial completion.

COMPANY NAME: Bailey Excavating, Inc.

AUTHORIZED SIGNATURE: Rhonda L. Blair

CONTACT NAME TYPED: Rhonda L. Blair

DATE: March 12, 2024

An Equal Opportunity Employer

18.

FEDERAL LAW REQUIRES EACH EMPLOYER TO FURNISH THE FOLLOWING INFORMATION:
(Please check any that are applicable)

☐ We had no employees performing work covered by our Oper. Eng. Local 324 agreement(s) during the month.

☐ Final Report - Inactive Status request (see reverse for further instructions)

OPERATING ENGINEERS

LOCAL 324 FRINGE BENEFIT FUNDS

ALL CONTRIBUTIONS ARE DUE BY THE 15th OF THE MONTH FOLLOWING THE MONTH WORKED

FORM 3029
REMITTANCE REPORT
REV. 5/23
EMPLOYERS MONTHLY FRINGE BENEFIT REPORT

NAME OF COMPANY	CONTRACTOR CODE NUMBER	WORK MONTH (MONTH/YEAR)	REQUEST FOR FORMS
BAILEY EXCAVATING, INC.	013075	2 / 24	☐ PLEASE SEND MORE PAPER FORMS ☐ PLEASE CONTACT ME REGARDING MY ONLINE REPORTING OPTIONS
ADDRESS	**TELEPHONE**		
1073 TORO DR.	517-750-3030		
CITY AND STATE / ZIP	**SPECIAL AGMT / JOB SITE (IF APPLICABLE)** ☐ NMA ☐ GPPMA	**EMPLOYER IDENTIFICATION NUMBER (EIN)**	
JACKSON, MI 49201		38-2009278	

TYPE OR AREA OF CONSTRUCTION AND FRINGE BENEFIT RATES

PLEASE INDICATE THE AREA OR KIND OF CONSTRUCTION BEING REPORTED IN THE SPACE PROVIDED.
↙ PLEASE MARK THE APPROPRIATE AGREEMENT. FOR THE EXCEL VERSION, THE FRINGE BENEFIT CONTRIBUTION RATES WILL AUTO-POPULATE THE FORM BELOW.

SECTION (MARK "X")		AGREEMENT	EFFECTIVE DATE	FRINGE BENEFIT FUND RATES: HEALTH CARE	PENSION	RETIREE BENEFIT	VACATION & HOLIDAY	SUPPLEMENTAL VACATION	APPRENTICE & TRAINING	IUOE NTF	INDUSTRY ADVANCEMENT & PROMOTION	324 LBR MGMT EDUCATION COMMITTEE	INDUSTRY LABOR MGMT FUND	DEFINED CONTRIBUTION PLAN
A		A AGC - Detroit Metro CBA	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.19	-----	$1.10
		AX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
B		B MUCG Underground Agreement	9-1-22	$8.40	$13.95	$0.45	15%	$0.05	$1.00	$0.05	$0.03	$0.16	$0.06	$1.00
		BX Class V Operator	9-1-22	$6.50	$4.00	----	15%	-----	$0.50	$0.05	$0.03	-----	$0.06	$1.00
C		C AGC - Outstate Addendum	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.16	-----	$1.00
		CX Small equipent addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
D		D Distribution and Communications	5-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.05	$0.14	-----	$1.00
		DX Cable-Com-Utility Engineer	5-1-23	$6.50	$3.00	----	15%	-----	$0.25	$0.10	$0.05	-----	-----	$1.00
E		E AGC - Upper Peninsula	5-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	-----	-----	$0.75
		EX Class E Operator	5-1-23	$6.65	$4.00	$0.10	15%	-----	$0.90	$0.10	$0.15	-----	-----	$0.75
G		G National Pipeline Agreement	6-1-22	$8.45	$13.95	$0.45	15%	$0.02	$1.00	----	-----	$0.15	-----	$2.35
		-												
H	X	H Highway, Bridge & Airport Agmt.	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.03	$0.16	$0.10	$1.00
		HX Class V Operator	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.03	-----	$0.10	$1.00
H U.P.		HU Highway, Bridge & Airport Agmt.	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.08	$0.16	$0.05	$1.00
		HUX Class V Operator	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.08	-----	$0.05	$1.00
J		J Great Lakes Fab & Erector Assn	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.36	$0.19	-----	$1.00
		JX Oiler-Ground Man etc.	6-1-23	$6.65	$4.00	----	15%	-----	$0.65	$0.10	$0.36	$0.14	-----	$1.00
K		K Floating - Grt. Lakes & Marine	6-1-23	$8.55	$13.95	$0.45	$7.27	$0.05	$1.20	$0.10	-----	$0.25	-----	$1.00
		-												
O		O Owner - Operator	6-1-23	$8.55	$13.95	$0.45	----	-----	$1.20	$0.10	-----	$0.19	-----	$1.10
		-												
S		S Shop Agreement												
U		U CAM - S E Michigan	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.19	-----	$1.10
		UX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
V		V CAM - Outstate Addendum	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.16	-----	$1.00
		VX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00

SEE REVERSE SIDE FOR ADDITIONAL INSTRUCTIONS AND THE LISTING OF OPERATING ENGINEERS IN YOUR EMPLOY DURING THE MONTH BEING REPORTED.

Please mail original copy with check to:

Operating Engineers Local 324 Fringe Benefit Funds
550 Hulet Dr. Suite 103
Bloomfield Twp, MI 48302

Save time and postage! File and pay Fringe Benefits online. Call the Fund Office 248-836-2765 to learn how.

You can even upload your monthly payroll files with no manual data entry!!

Rev 5-12-2023 (interactive)

Omit ↓	REMITTANCE FRINGE BENEFIT FUND	CONTRIBUTION RATES (Mark X Above)		MULTIPLIER (TOTAL HRS/WGS From Reverse Side)		AMOUNT	ADJUSTMENTS	TOTAL
	HEALTH CARE	$ 8.55	x	976.50	PAID HOURS	$ 8,349.08	$	$ 8,349.08
	PENSION	$ 13.95	x	976.50	PAID HOURS	$ 13,622.18	$	$ 13,622.18
	RETIREE BENEFIT	$ 0.45	x	976.50	PAID HOURS	$ 439.43	$	$ 439.43
	VACATION	15.00%	x	35,399.97	BASE WAGES	$ 5,310.00	$	$ 5,310.00
	SUPPLEMENTAL VACATION	$ 0.05	x	976.50	PAID HOURS	$ 48.83	$	$ 48.83
	APPRENTICE & TRAINING	$ 1.20	x	976.50	PAID HOURS	$ 1,171.80	$	$ 1,171.80
	IUOE NTF	$ 0.10	x	976.50	PAID HOURS	$ 97.65	$	$ 97.65
	ADVANCEMENT OR PROMOTION	$ 0.03	x	976.50	PAID HOURS	$ 29.30	$	$ 29.30
	324 LABOR MGMT EDUCATION COMM.	$ 0.16	x	976.50	PAID HOURS	$ 156.24	$	$ 156.24
	INDUSTRY LABOR MANAGEMENT FUND	$ 0.10	x	976.50	PAID HOURS	$ 97.65	$	$ 97.65
	DEFINED CONTRIBUTION PLAN	$ 1.00	x	976.50	PAID HOURS	$ 976.50	$	$ 976.50
								$ 30,298.66

REMITTANCE - Make Check Payable To: OPERATING ENGINEERS FRINGE BENEFIT FUNDS

OPERATING ENGINEERS LOCAL 324 FRINGE BENEFIT FUNDS

FORM 3029 REV. 5/23
EMPLOYEE DETAIL REPORT FOR EMPLOYERS' MONTHLY FRINGE BENEFIT REPORT

CONTRACTOR'S NAME	CONTRACTOR NUMBER	WORK MONTH	NUMBER OF PAGES THIS REPORT
BAILEY EXCAVATING, INC.	013075	2/24	2

EMPLOYEE'S NAME		SOCIAL SECURITY NUMBER	A	B
LAST NAME	INITIALS		HOURS PAID*	BASE WAGES - SEE INSTRUCTION NO. 2
BLISS	S		139.00	$5,377.86
CARPENTER	F			
CARPENTER, II	F		126.00	$4,533.24
CRABTREE	M			
DAVIS	W		125.50	$4,506.87
FAIRCHILD	J			
HAVENS	M		83.00	$3,053.92
IRISH	J			
JORGE	Y			
KEMPLIN	J		124.00	$4,786.66
LEY	R			
LOGAN	S			
PANKHURST	R		96.00	$3,863.04
PARKER	P		63.00	$2,276.82
PETERS	C		114.50	$3,232.69
ROWLAND	T			
SEYMOUR	S			
SWARTZ	E			
SWARTZ	K			
WRIGHT	C		105.50	$3,768.87
		TOTALS THIS SHEET	976.50	$35,399.97

INSTRUCTIONS

1. If you are performing work under more than one Contract as noted on the Monthly Remittance Report, a **separate report** must be filed for each agreement.

   DO NOT COMBINE REPORTS OF TWO OR MORE AREAS OR AGREEMENTS FOR THE SAME MONTH.

2. Vacation Pay is computed on wages shown in column B. Total Vacation Pay is to be added to Base Pay to compute applicable payroll taxes.

3. Payments are due by the 15th of the following month. If payment is not received by the end of the month, liquidated damages will be assesed and billed at 18% per annum, computed from the 15th of the month received by the end of the month, to the date of payment.

4. For information concerning Fringe Benefit Contributions, call 248-836-2765, or by mail, 550 Hulet Dr. Suite 103 Bloomfield Twp., MI 48302

5. All owner-operators, who participate in Local 324's Fringe Benefit Funds must use Section O of this report. ALL fringes in this Section must be paid at a minimum or 130 hours per month.

*** NOTICE**

For Fringe Benefit Contribution purposes, an overtime hour should be contributed on as one hour. This does not pertain to the Vacation and Holiday Fund.

****IMPORTANT****

You may request "Inactive Status" by marking the box in the upper corner of the reverse side of this form. You will be contacted by a Fund Coordinator for further instructions. You will automatically become active once you start submitting Fringe Contributions again.

If you have an anticipated date of return for seasonal work, please indicate:

Mo: _____ Year: _____

By filing this report, the above named Employer certifies the accuracy of information on the report and agrees to be bound by all the terms of payment to the foregoing named Funds as set forth in the current applicable Collective Bargaining Agreements between Operating Engineers Local 324 and the Employer or Employer Associations, and to all the terms of the Trust Agreements of these Funds.

_____
Employer or Authorized Agent

_____
Title

MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
CONTRIBUTION REPORT

EMPLOYER I.D. NUMBER	TELEPHONE NUMBER
00-0034800 191	517-750-3030
REPORT FOR THE WORK MONTH OF	AREA (SEE REVERSE SIDE)
Feb-24	Acct # 01981
JOB SITE(CTY) OR UNION LOCAL NO	TOTAL HOURS WKD (ALL PAGES)
Local 499 - Zone 2 Jxn	453

EXPLAIN ADJUSTMENTS ON REVERSE SIDE.
ATTACH VARIANCE NOTICE, IF APPLICABLE.
CONTRIBUTIONS ARE DUE THE 15TH OF THE MONTH FOLLOWING THE MONTH IN WHICH THE WORK WAS PERFORMED.

NAME AND ADDRESS OF EMPLOYER

BAILEY EXCAVATING, INC
1073 TORO DRIVE
JACKSON, MI 49201

☐ Final Report Discontinue Prebill

☐ No covered Employees This Month

HOURS x	RATE	= CONTRIBUTION	+/- ADJUSTMENT =	TOTAL
HEALTH CARE				
453.00 x	$ 6.00 =	2,718.00	+/- =	2,718.00
VACATION	SEE LOCAL AGREEMENT			
468.00 x	$ 4.40 =	2,059.20	+/- =	2,059.20
PENSION				
453.00 x	$ 7.00 =	3,171.00	+/- =	3,171.00
TRNG-APPR				
453.00 x	$ 0.45 =	203.85	+/- =	203.85
LABOR MGMT				
453.00 x	$ 0.45 =	203.85	+/- =	203.85
INDUSTRY				
453.00 x	$ 0.12 =	54.36	+/- =	54.36
ANNUNITY				
453.00 x	$ 1.00 =	453.00	+/- =	453.00
x	=	-	+/- =	-
x	=	-	+/- =	-
EFFECTIVE 6/1/23 Section H0			+/-	=
TOTALS		8,863.26	-	$8,863.26

MAKE ONE CHECK PAYABLE TO: MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
SEE REVERSE SIDE:
FOR ADDITIONAL INSTRUCTIONS OR IF NO LABORERS' WERE EMPLOYED OR FOR FINAL REPORT AND FOR SIGNATURE FOR FILING THIS REPORT

EMPLOYEE NAME LAST	INT	SOCIAL SECURITY NUMBER	HOURS WORKED	HOURS PAID	VACATION AMOUNT	GROSS WAGES
BLODGETT	B D		147.5	155.5	$ 684.20	$ 5,287.17
DOUBLE	L A		76.5	77	$ 338.80	$ 2,127.52
EUBANKS	C		151	157.25	$ 691.90	$ 5,032.13
HAWLEY	T L		78	78.25	$ 344.30	$ 2,269.26
KERR	J M					
MENA	J R					
NEVINS	T C					
OLMSTEAD	G S					
PANCAKE	S W					
RUHL	T					
SCHULER	S					
SHEPHERD	W S					
SLOAN	T L					
VANHORN SR.	V C					
TOTAL THIS PAGE			453.00	468	$ 2,059.20	$ 14,716.08

TYPE OF WORK OR AREA OF CONSTRUCTION

Section

MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
CONTRIBUTION REPORT

EMPLOYER I.D. NUMBER	TELEPHONE NUMBER
00-0034800 191	517-750-3030
REPORT FOR THE WORK MONTH OF	AREA (SEE REVERSE SIDE)
Feb-24	Acct # 01980
JOB SITE(CTY) OR UNION LOCAL NO.	TOTAL HOURS WKD (ALL PAGES)
Local 499 - Zone 1 AA	8

EXPLAIN ADJUSTMENTS ON REVERSE SIDE.
ATTACH VARIANCE NOTICE, IF APPLICABLE.
CONTRIBUTIONS ARE DUE THE 15TH OF THE MONTH FOLLOWING THE MONTH IN WHICH THE WORK WAS PERFORMED.

NAME AND ADDRESS OF EMPLOYER

BAILEY EXCAVATING, INC
1073 TORO DRIVE
JACKSON, MI 49201

☐ Final Report Discontinue Prebill ☐ No covered Employees This Month

	HOURS	x	RATE	= CONTRIBUTION	+/- ADJUSTMENT	= TOTAL
HEALTH CARE	8.00	x	$ 6.00	= 48.00	+/-	= 48.00
VACATION	SEE LOCAL AGREEMENT					
	8.00	x	$ 4.65	= 37.20	+/-	= 37.20
PENSION	8.00	x	$ 7.00	= 56.00	+/-	= 56.00
TRNG-APPR	8.00	x	$ 0.45	= 3.60	+/-	= 3.60
LABOR MGMT	8.00	x	$ 0.35	= 2.80	+/-	= 2.80
INDUSTRY	8.00	x	$ 0.12	= 0.96	+/-	= 0.96
ANNUNITY	8.00	x	$ 1.00	= 8.00	+/-	= 8.00
		x		= -	+/-	= -
		x		= -	+/-	= -
EFFECTIVE 6/1/23 Section H0				156.56	+/- -	= $156.56
TOTALS						

MAKE ONE CHECK PAYABLE TO: MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
SEE REVERSE SIDE:
FOR ADDITIONAL INSTRUCTIONS OR IF NO LABORERS' WERE EMPLOYED OR FOR FINAL REPORT AND FOR SIGNATURE FOR FILING THIS REPORT

EMPLOYEE NAME LAST	INT	SOCIAL SECURITY NUMBER	HOURS WORKED	HOURS PAID	VACATION AMOUNT	GROSS WAGES
BLODGETT	B D		8	8	$ 37.20	$ 272.00
DOUBLE	L A					
EUBANKS	C					
HAWLEY	T L					
KERR	J M					
MENA	J R					
NEVINS	T C					
OLMSTEAD	G S					
PANCAKE	S W					
RUHL	T					
SCHULER	S					
SHEPHERD	W S					
SLOAN	T L					
VANHORN SR.	V C					
		TOTAL THIS PAGE	8	8	$ 37.20	$ 272.00

TYPE OF WORK OR AREA OF CONSTRUCTION

Section

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

We acknowledge our obligation to comply with this ordinance in each contract and subcontract.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Do not fore see any change orders at this time.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

See Attached

18

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030 — FAX (517) 750-1095

Federal ID Number: 38-2009278

Contact: Rhonda L. Blair

Officer's: John W. Bailey - President
Jacob W. Bailey - Secretary
Jordan W. Bailey - Treasurer

Type of Business: Construction-Streets,Excavation,Site Development,Watermain & Storm/Sanitary Sewer

Physical Address: 1073 Toro Drive - Jackson, Michigan 49201

Year Corporation Formed: 1973 50 Years in Business 46 Employees

KEY PERSONNEL

Name	Title	Experience/Years	
JOHN W. BAILEY	PRESIDENT	46 YEARS	OWNER
JACOB W. BAILEY	MANAGER/ESTIMATOR	13 YEARS	PROJECTS-DEGREE
MARK E. MAGNER	SUPERVISOR	39 YEARS	PROJECTS
DAVID THOMPSON	MANAGER/ESTIMATOR	41 YEARS	PROJECTS-DEGREE
MATT SHERMAN	ASSISTANT SUPERVISOR	2 YEAR	PROJECTS
STEVE LOGAN	FOREMAN	28YEARS	PROJECTS
RHONDA L. BLAIR	OFFICE MANAGER	41 YEARS	OFFICE
RHONDA M. DENNY	EXECUTIVE ADMIN	28YEARS	OFFICE

An Equal Opportunity Employer



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

CERTIFIED RESOLUTION

I, Jacob W. Bailey, Corporate Secretary of Bailey Excavating, Inc. certify that the following resolutions were adopted by the Board of Directors of Bailey Excavating, Inc., on December 21, 2022 and have not been amended or repealed since then.

IT IS HERBY RESOLVED, that John W. Bailey/President, Mark E. Magner/V.P./Supervisor, Jacob W. Bailey/V.P./Manager, Jordan W. Bailey/Treasurer, Rhonda L. Blair/Executive Finance/Office Manager, Dave Thompson/General Manager, Rhonda M. Denny/Executive Administrator are hereby authorized to review any and all construction contracts, plans, specifications and all other documentation for all proposed construction, and are further authorized to execute all Bids, Contracts, Performance Bonds, Labor and Material Bonds and all other documentation related to any and all construction projects, on behalf of the Corporation.

IT IS FURTHER RESOLVED that John W. Bailey/ President, Mark E. Magner/V.P./Supervisor, Jacob W. Bailey/V.P./Manager, Jordan W. Bailey/Treasurer, Rhonda L. Blair/Executive Finance/Office Manager, Dave Thompson/General Manager, Rhonda M. Denny/Executive Administrator are hereby authorized and directed to execute all documentation and perform any required acts, on behalf of the Corporation, necessary to complete the above matters.

I have hereunto set my hand, as Secretary of the Corporation, this 21st day of December, 2022

Jacob W. Bailey, Corporate Secretary

An Equal Opportunity Employer

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

See Attached

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

We assure you that all construction work for this project proceed economically, efficiently, continuously and without interruption.

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

19.

Memo From: Keith Fransted

Hello, my name is Keith Fransted. I am the project manager for all of the underground for Kelly Fuel in Jackson, MI. I am very honored to give a recommendation for Bailey Excavating, Inc.

I've known the Bailey boys for the better part of forty years. After working with several companies of the pass many years, Bailey Excavating, Inc. is definitely one of the best underground and road builders in southern Michigan. The equipment is the very best, mostly Caterpillar. Most of their employees have been with the company for many years and are very knowledgeable about their procedure. Their superintendents are always on top of any problems.

Choosing Bailey Excavating, Inc. would be an excellent choice for the State of Michigan.

Sincerely,

Keith Fransted

Rhonda Denny

From: Jacob Bailey
Sent: Thursday, November 4, 2021 5:48 PM
To: Mark Magner; Rhonda Blair; Rhonda Denny; Jule
Subject: Fwd: Bailey Excavating

Jacob W Bailey
Estimator/Project Manager
Bailey Excavating Inc.
Office: 517-750-3030
Cell: 517-740-0371

From: Brian Sadek <briansadek@gmail.com>
Sent: Thursday, November 4, 2021 4:53:47 PM
To: tbridges@a2gov.org <tbridges@a2gov.org>
Cc: Jacob Bailey <jacobbailey@bailey-excavating.com>
Subject: Bailey Excavating

Hi Theresa:

(I got your email address off of the blue flyer that was placed on our front door a couple of months ago. If you're the wrong person to send this to, please either forward it to the right person or let me know to whom I should send it.)

My wife, two young kids, and I live on Liberty Street and the water main construction has been going on in front of our house for a couple months now. I want to commend Bailey Excavating and its employees for doing a professional job and for the courtesy with which they've treated us neighbors during what could otherwise be a terrible disruption. They have been friendly, fair, and willing to move equipment when we or other people need to get into or out of our driveways. In particular, Bill (or Bob? I'm terrible with names), who usually operates the front loader, has been very nice to our children and is like a hero to my two year old son (pic attached).

That's it. To the extent constituent feedback helps Bailey get future business with the city now that Prop A passed and allows best value contract award, we and our neighbors are happy constituents. And, to be clear, I have no direct or indirect business interest in Bailey or its success. I simply think that they've been good to us and should be recognized.

Best regards,
Brian Sadek



Memo From: Keith Fransted

Hello, my name is Keith Fransted. I am the project manager for all of the underground for Kelly Fuel in Jackson, MI. I am very honored to give a recommendation for Bailey Excavating, Inc.

I've known the Bailey boys for the better part of forty years. After working with several companies of the pass many years, Bailey Excavating, Inc. is definitely one of the best underground and road builders in southern Michigan. The equipment is the very best, mostly Caterpillar. Most of their employees have been with the company for many years and are very knowledgeable about their procedure. Their superintendents are always on top of any problems.

Choosing Bailey Excavating, Inc. would be an excellent choice for the State of Michigan.

Sincerely,

Keith Fransted



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

References

Company Name:	MDOT (MI Dept. of Transportation)	
Contact Name:	Joe Vanpoppel	
Project:	Several Projects	
Phone #:	517-206-3818	
Email Address:	VanPoppelJ@michigan.gov	
Company Name:	Jackson State Prison	
Contact Name:	Steve Curtiss	
Project:	Several Projects	
Phone #:	517-740-6797	
Email Address:	Curtiss@michigan.gov	
Company Name:	City of Jackson	
Contact Name:	Troy White	
Project:	Several Projects	
Phone #:	517-768-6075	
Email Address:	twhite@cityofjackson.org	
Company Name:	Jackson County Department of Transportation	
Contact Name:	Steve Moran	
Project:	Several Projects	
Phone #:	517-740-2000	
Email Address:	Smoran@mijackson.org	
Company Name:	Jackson County Drain Commission	
Contact Name:	Geoff Synder	
Project:	Several Projects	
Phone #:	517-788-4398	
Email Address:	gsynder@michigan.org	
Company Name:	City Of Ann Arbor	
Contact Name:	Theresa Bridges	Tracy Anderson
Project:	3rd & Mosely WM	2022 Utilities
Phone #:	734-794-6410	734-794-6410
Email Address:	Tbridges@a2gov.org	Tanderson@a2gov.org

An Equal Opportunity Employer



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

References - Continued

Company Name:	Blackman Charter Township
Contact Name:	Jack Ripstra
Project:	Several Projects
Phone #:	517-789-9898
Email Address:	jack@ripstra-scheppelman.com

Company Name:	Northwest Community Schools
Contact Name:	Mick Evans
Project:	Several Projects
Phone #:	517-817-4700
Email Address:	michael.evans@nwschools.org

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

BRADLEY C. WIEFERICH, P.E.
Director

January 18, 2024

Bailey Excavating, Inc.
1073 Toro Dr
Jackson MI 49201-1095

Vendor ID: 00777

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **Bailey Excavating, Inc. has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $16,051,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

3000	($3,000,000.00)	Cb	Hot Mix Asphalt/Bituminous Paving
16051	($16,051,000.00)	Ea	Grading, Drainage Structures & Agg. Cons
200	($200,000.00)	G	Building Moving And Demolition
500	($500,000.00)	I	Sodding And Seeding/Turf Establishment
3000	($3,000,000.00)	J	Concrete C, C&G, Driveways, Sidewalks
16051	($16,051,000.00)	K	Sewers and Watermains
16051	($16,051,000.00)	N2	Clearing & Grubbing

This prequalification rating is effective until September 30, 2024; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov, Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov, Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

Contractor's Performance Evaluation

Michigan Department of Transportation

1/10/2024 2:38 PM
FieldManager 5.3c

Contract: 38000-207183, Hot mix asphalt cold milling and resurfacing, intersection i

Report Period	CPE Number	Contractor	
1/1/2023 - 12/31/2023	15	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
1/10/2024	Final	Subcontractor	$184,624.06
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
Greenwood Avenue from Fourth Street to Morrell Street			
Evaluator	**Current Contract Amount**	**Managing Office**	
KB, Kent Beeksma	$1,246,940.54	Hubbell, Roth & Clark, Inc	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			

County(s)
Jackson County

Project(s)
207183A, Hot mix asphalt cold milling and resurfacing, intersection i
213455A, Signal Modernization includes replacing mast arm signal, ele
213456A, Signal Modernization includes replacing mast arm signal, ele

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Had equipment needed to complete the work.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personnel had on the proper PPE while completing tasks.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	8	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	8	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Evaluator (Date)

Construction/Project Engineer (Date)

TSC Manager: Kelby Wallace - Jackson TSC (Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

2/1/2024 1:37 PM
FieldManager 5.3c

Contract: 46061-131769, Hot mix asphalt cold milling and resurfacing, shoulder widen

Report Period	CPE Number	Contractor	
2/21/2023 - 12/29/2023	2	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
2/1/2024	Interim	Subcontractor	
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
US-223 from US-127 to Brooks Highway.			
Evaluator	**Current Contract Amount**	**Managing Office**	
kmc, Kevin M. Crevier	$40,675,097.34	Fishbeck	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
MLH, Mary Lou Hussey			

County(s)
Lenawee County

Project(s)
131769A, Hot mix asphalt cold milling and resurfacing, shoulder widen
204949A, Construction of a roundabout.
209398A, Hot mix asphalt cold milling and resurfacing, shoulder widen

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	Good job communicating schedule of when they would be on site

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	8	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

kmcfevier
02/05/2024 8:32:41 AM
Evaluator (Date)

Robb Welch P.E.
02/05/2024 10:04:58 AM
Construction/Project Engineer (Date)

TSC Manager: Kelly Wallace - Jackson TSC

APPROVED
By Kelby at 8:33 am, 2/23/24
(Date)

MDOT
Michigan Department of Transportation

Contractor's Performance Evaluation

2/16/2022 8:26 AM
FieldManager 5.3c

Contract: 30000-206616, Hot mix asphalt cold milling and resurfacing and pavement m

Report Period		CPE Number	Contractor	
10/1/2021 - 11/12/2021		1	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
2/16/2022	Final		Subcontractor	$5,216.28
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		06022		
Location			**Work Type**	
Main Street from to the west village limits of North Adams (			Miscellaneous	
Evaluator	**Current Contract Amount**		**Managing Office**	
HJB, Heather J Boyd	$235,051.63		Hillsdale County Road Commission	
Entered By			**Revised By**	**Revision Date** **Rev. No.**
HJB, Heather J Boyd				
County(s)				
06				
Project(s)				
206616A, Hot mix asphalt cold milling and resurfacing and pavement ma				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Heather J. Boyd
Feb 16 2022 8:36 AM

Evaluator (Date)

H. John Sanders
H. John Sanders
Feb 16 2022 8:39 AM

Construction/Project Engineer (Date)

Kelby Wallace

Digitally signed by: Kelby Wallace
DN: CN = Kelby Wallace email = wallacek@michigan.gov C = US O = State of Michigan
Date: 2022.03.09 08:27:50 -05'00'

TSC Manager: Kelby Wallace, P.E. (Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

1/27/2022 3:47 PM
FieldManager 5.3c

Contract: 38000-207173, Hot mix asphalt reconstruction, concrete curb and sidewalk,

Report Period	CPE Number	Contractor	
5/17/2021 - 12/31/2021	1	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
1/27/2022	Interim	Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
Morrell Street from Greenwood Avenue to Francis Street.			
Evaluator	**Current Contract Amount**	**Managing Office**	
KB, Kent Beeksma	$688,651.19	Hubbell, Roth and Clark, Inc	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			
County(s)			
Jackson County			
Project(s)			
207173A, Hot mix asphalt reconstruction, concrete curb and sidewalk,			
Comments			

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	8	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Equipment was available and on site as needed to complete the project.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	Personnel on site had on appropriate safety attire for the work being completed.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	8	Subcontractors were on site when the contractor had them scheduled.

Evaluator _____ (Date) _____

Construction/Project Engineer _____ (Date) _____

TSC Manager: Kelby Wallace - Jackson TSC _____ (Date) _____

Contractor's Performance Evaluation

Michigan Department of Transportation

5/13/2021 10:01 AM
FieldManager 5.3c

Contract: 38000-207146, Reconstruction includes removal of composite pavement, co

Report Period	CPE Number	Contractor	
6/24/2019 - 1/27/2021	1	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
5/13/2021	Final	Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
Greenwood Avenue from south of Morrell Street to Jackson Str			
Evaluator	**Current Contract Amount**	**Managing Office**	
KB, Kent Beeksma	$1,986,688.32	HRC	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			
County(s)			
Jackson County			
Project(s)			
207146A, Reconstruction includes removal of composite pavement, concr			
Comments			

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Equipment was always available and on site as needed to complete the project
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	Had enough personnel on site to complete projects
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personel wore the appropriate gear completing work
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	Contractor put back up signs that were tipped over in a timely manner and placed barricades and barrels to block traffic from entering the site at the end of the day
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	Set up SESC in accordance with contract and replaced as needed
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	8	

Evaluator (Date)

Construction/Project Engineer (Date)

TSC Manager: (Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

12/11/2019 10:05 AM
FieldManager 5.3c

Contract: 38000-130214, Hot mix asphalt cold milling and resurfacing, drainage, sign

Report Period		CPE Number	Contractor	
8/7/2018 - 11/4/2019		8	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
12/11/2019	Final		Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		08022		
Location			**Work Type**	
4th Street from Audubon Boulevard to Horton Road.				
Evaluator	**Current Contract Amount**		**Managing Office**	
JPN, Jim P Neill (MSG)	$1,324,789.54		The Mannik & Smith Group, Inc.	
Entered By			**Revised By**	**Revision Date** / **Rev. No.**
CEB, Carrie E Baker				
County(s)				
08				
Project(s)				
130214A, Hot mix asphalt cold milling and resurfacing, drainage, sign				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	10	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	10	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	10	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	10	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	10	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	10	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	N/A	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	10	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	10	

Jim Neill Digitally signed by Jim Neill Date: 2019.12.13 09:30:14 -05'00'

Evaluator (Date)

Steven L. Bouws Digitally signed by Steven L. Bouws Date: 2019.12.23 14:48:53 -05'00'

Construction/Project Engineer (Date)

Kelby Wallace PE Kelby Wallace Feb 18 2020 8:15 AM

TSC Manager: Kelby Wallace - Jackson TSC (Date)

20.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

TO: ALL BAILEY EXCAVATING, INC. EMPLOYEES

FROM: JOHN W. BAILEY

SAFETY, ACCIDENT PREVENTION, AND LOSS CONTROL POLICY STATEMENT

The Bailey Excavating, Inc. and its subsidiaries are committed to a strong employee safety program. It is directed at providing a place of employment that is free from recognized physical hazards and provide a healthful environment for its employees and others working at its facilities.

Responsibility for safety is shared between company management, supervision and employees. Bailey Excavating, Inc. recognizes the need for safe work practices, employee training and equipment in good operating order. Managers are expected to give their complete support to the safety and accident prevention program. However, accidents can best be prevented through safety minded attitudes and actions of all employees.

RESPONSIBILITIES

Management:

Provide strong company support in principle and funding as required.

Assure that all activities under their direction are operated in a safe manner.

Compliance to federal and state occupational safety and health standards of their facilities, equipment and work practices.

Abatement of conditions that have or may result in citations by enforcement officials.

See that all recommendations of insurance carrier inspectors are acted upon and responded to promptly.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

SUPERINTENDENTS AND FOREMEN:

Always set a good safety example.

Alert and train your workers in good safety practices.

Conduct periodic inspections of the work site to identify possible hazards. Where practical, eliminate the hazards, and when not practical, point them out to workers so they can be avoided.

Conduct regular tool box meetings, a minimum of once each week. A written report of the safety meeting including a list of employees participating is required.

See that all accidents are reported and investigated promptly.

Be prepared to help in any accident or emergency. Have proper phone numbers to summon police, fire department, ambulance and doctor as required.

Provide proper job instruction and be certain that each employee knows all the safety rules that apply to the job.

Enforce safety rules.

Discuss all pertinent safety information and all known hazards with employees before a job is started. Instruct employees to be alert for unknown hazards and to be concerned with safety at all times.

EMPLOYEES:

Work safety and conduct themselves in a responsible manner.

Good safety performance requires the efforts of all employees to prevent accidents or injuries.

Accept safety as a personal matter. Every employee must cooperate with the safety program by developing safe work habits and reporting hazardous working conditions. They are expected to be continually on the alert for potential hazards and to take necessary action to prevent accidents and injuries.

Follow the safety practices which are established for their protection and that of other employees.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

SAFETY AND LOSS CONTROL MANAGER

Formulate the safety and loss control program.

Assist manager in meeting their safety and loss control responsibility.

Investigate practices or conditions which have caused or may cause accidental injury or property damage and make recommendations for correction.

Stay abreast of all developments of new or revised safety and health regulations.

Publish regular bulletins to communicate important safety matter to managers, supervisors and employees.

Conduct regular and through safety and loss control audits of all facilities and activities.

CONTRACTOR AND SUBCONTRACTORS

Comply with all applicable federal, state and local safety and health related standards and regulations when working on Bailey Excavating, Inc. premises or as a subcontractor on field projects. It is up to the individuel employer to require its employees to perform in a safe and responsible manner.

CONCURRENT WITH THE INSTITUTION OF THIS POLICY STATEMENT

Bailey Excavating, Inc. will be adopting specific Safety Rules. While it is the company's intent to make their Safety Rules as practical as possible, they may result in some inconvenience to the employees and/or changes in job procedures. A positive incentive program to promote employee participation may be adopted as an option by individually. However, all employees are required to observe the Safety Rules and violation thereof may result in discipline up to and including termination.

John W. Bailey

mioshа violations

FOREMAN/QUALIFIED EMPLOYEE SAFETY CHECKLIST

Superintendent:
Job Location:
Date:
Inspected By:

	Yes	No
1. Emergency phone numbers posted.	☐	☐
2. First Aid/CPR certified employee on each job site.	☐	☐
A. First-aid kits available.	☐	☐
B. CPR mask.	☐	☐
C. Rubber gloves.	☐	☐
D. Haz Mat disposal bag.	☐	☐
3. Drinking water with cups available.	☐	☐
4. Toilet facilities provided or available.	☐	☐
5. Personal safety equipment in use.		
A. Hard hats.	☐	☐
B. Eye protection.	☐	☐
C. Ear protection.	☐	☐
D. Hand protection.	☐	☐
E. Foot Protection.	☐	☐
F. Clothing protection.	☐	☐

	Yes	No
6. Fuel Storage.		
A. Fuel storage area marked "NO SMOKING" Appropriate extinguisher available in area.	❑	❑
B. All fuel cans safety type-transport only.	❑	❑
7. Traffic and pedestrian control devices properly used.	❑	❑
A. Construction signs.	❑	❑
B. Proper barricades.	❑	❑
C. Traffic cones.	❑	❑
D. Flagpersons with six foot staff with red flags and orange vest.	❑	❑
E. Flagpersons properly instructed.	❑	❑
F. Flagpersons used to assist trucks and vehicles in and out of traffic.	❑	❑
8. Tools:		
A. Air tool connections secured with safety chains.	❑	❑
B. Portable electric tools provided with approved systems of double insulation and GFCI.	❑	❑
C. Extension cords are three wire type and in good condition.	❑	❑
D. Portable lights equipped with bulb guards.	❑	❑
E. Protective guards on portable saws in good order.	❑	❑
F. Ladder in good condition.	❑	❑
G. All hand tools in good condition, no cracked or splintered handles.	❑	❑

	Yes	No
9. Trucks and equipment.		
A. Parking brakes set when not in use.	❑	❑
B. Type ABC fire extinguishers available in trucks.	❑	❑
C. All horns and lights in good working order.	❑	❑
D. Seats firmly secured on vehicles used to transport Employees.	❑	❑
E. A copy of the most recent equipment inspection checklist on site.	❑	❑
F. Roll over protection and seat belts in good order.	❑	❑
G. Equipment safety chains in good order and in use.	❑	❑
H. Registration cards in all trucks.	❑	❑
I. Equipment and vehicle properly lubricated and maintained.	❑	❑
J. All drivers with valid licenses.	❑	❑
K. Back-up alarms in good working order.	❑	❑
L. Windshield void of cracks/wipers and defoggers in operable condition.	❑	❑
10. Excavation, trenching, shoring, pipe laying.		
A. Qualified person makes periodic inspections of soil conditions and shoring systems.	❑	❑
B. Effort made to locate underground installations by inspection and notification to MISS DIG 1-800-482-7171.	❑	❑
C. Excavated material stored 2 feet from edge of excavation.	❑	❑
D. Materials used for shoring in good working condition - trench box inspected for broken welds.	❑	❑

	Yes	No
E. Walls on manhole and ditch excavations more than 5 feet deep shored or sloped or otherwise protected.	❑	❑
F. Means of ingress/egress provided every 25 feet in trenches over 4 feet deep.	❑	❑
G. Warning signs posted on truck cranes and excavating equipment. Maintain minimum 10 foot clearance when working near electrical lines.	❑	❑
11. Working in confined spaces.		
A. Confined space tested for gas before entry.	❑	❑
B. Confined space ventilated with blowers before entry.	❑	❑
C. Smoking or open flame not permitted within 25 feet of confined space.	❑	❑
D. Upstream utilities tagged and locked out.	❑	❑
12. Handling and storage of materials		
A. Rigging equipment inspected at beginning of each shift.	❑	❑
B. Chains are alloy steel with permanent tag showing size, grade, rated capacity and manufacturer's name.	❑	❑
C. Material staked, raked, blocked, interlocked or otherwise secured to prevent sliding, falling or collapse during storage or transit.	❑	❑
D. Inspect hooks for stretching or twisting.	❑	❑
E. Slings in good condition and built properly.	❑	❑
13. MIOSHA safety poster displayed.	❑	❑
14. Accident report filled out promptly and completed after each accident. Phoned in to office for typing and mailing.	❑	❑
15. Safety manual on jobsite.	❑	❑

	Yes	No
16. New employees given brief orientation as to company policies.	☐	☐
17. Conduct one 10 minute safety meeting (Tool Box Talk) with crew each week. Records of topic and attendance must be turned into home office.	☐	☐
18. MSDS booklet and poster.	☐	☐

REMARKS

_____

_____

_____

_____

BAILEY EXCAVATING, INC.
HEALTH & SAFETY PLANS FOR

_____

_____

DATE: _____

TO

DATE: _____

PROJECT # _____

PREPARED BY:
BAILEY EXCAVATING, INC.
1073 Toro Drive
Jackson, MI 49201
517-750-3030

SAFETY OFFICER:
JOHN W. BAILEY

The purpose of this Health and Safety Plan is to provide the employees of Bailey Excavating and Sub Contractors with information about this project to help protect the workers on the job, and prevent any accidents or personal injuries.

All Employees and Sub Contractors must comply with Bailey Excavating's company policies, which have been previously approved by the affilated unions. Enclosed is a copy of the Company's policy.

Any questions relating to the Health and Safety Plan on this project should immedialty be reported to:

Bailey Excavating, Inc.
John W. Bailey, Health and Safety Officer
1073 Toro Drive
Jackson, MI 49201
517-750-3030



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

COMPANY POLICY

Union Employees

Revised 4/5/2022

TO ALL EMPLOYEES:

HOURS WORKED AND WAGES

A normal work week will be 5 – 8 hour days or 4 – 10 hour days with one-half (1/2) hour lunch. Any overtime must be authorized by a supervisor.

Due to uncontrollable weather conditions, Friday will be used as a make-up day in a 4 – 10 hour week. Overtime and Saturdays will be 1 ½ times rate. Sundays and holidays will be 2 times rate.

If weather conditions are such that we may not be able to work, your Foreman will inform you of your working status.

Time cards are to be completed daily and turned in by 8 am Monday mornings. Time cards are to be completed with date, job #, location, description of work and hours on the job.

Daily Job Reports are required from each job Foreman and are to be turned into the office or supervisor daily.

All Pay will be union wage scale. Any job bid as a road job will be paid road scale. Any job bid as an underground job will be paid underground scale. Any special scales requested to bid jobs will be determined and authorized by the affiliating unions.

An Equal Opportunity Employer



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

PICK UP TRUCKS & TRUCKS

All drivers of company vehicles must have a valid drivers license (CDL if required) with proper endorsements and wear safety belts. Copies of valid driver's license and medical cards are to be kept on file in the office. All drivers of company vehicles are responsible for the safe operation, care and use of the vehicle.

Traffic violations are the responsibility of the employee/driver. This includes tarp violations.

EQUIPMENT

Each operator will be responsible for greasing, fueling and care of equipment he or she is operating daily. Each operator will be allowed ample time to complete these duties.

It is policy to service equipment with a Detroit Diesel engine approximately every one hundred (100) hours. Caterpillar equipment approximately every two hundred (200) hours. It will be the individual operator's responsibility to notify the foreman or service personnel for this maintenance.

Foreman's will be given a form to complete regarding equipment in their care for the service personnel. This communication will help track equipment use and maintenance needed/required.

Employee's mis-using company equipment or vehicles will be subject to dismissal.

Safety

All MIOSA requirements and Bailey Excavating, Inc. company policies will be followed and enforced for safety and protection of the employee. All safety equipment needed will be provided for each job site by Bailey Excavating, Inc. All proper dress attire is to be worn on job

sites such as hard hats, safety shoes, shirts, long pants and safety glasses when required. Safety vest are required on all road projects.

Drugs and Alcohol

Drugs and alcohol will not be permitted at any time or on company property and job sites including after work hours. Employees violating this rule will be subject to dismissal. Any employee who fails to submit to a drug and/or alcohol test will be discharged.

Cell Phone

Supervisor's and Foreman's will have cell phone access as needed. No other cell phone use during work hours permitted. Personal calls/texts may be made during your break or lunch only.

If you use your cell phone while driving a company vehicle, you are responsible for any/all fines.

An Equal Opportunity Employer

Bailey Excavating, Inc is an Equal Opportunity Employer and will not discriminate on the bases of race, religion, sex, color or national origin, sexual orientation, gender identity, age, height, weight, marital or veteran status, arrest record or disability.

We expect your full cooperation in following the above company polices.

John W. Bailey, President

Bailey Excavating, Inc.

1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

January 19th, 2023

RE: Impacts to Reduce Human Health and Environment

To Whom It May Concern,

Bailey Excavating, Inc. participates in several ways. We recycle oil. We have recently gone through Consumer's Energy's green program for our facility. Materials we remove from jobs is repurposed for another use. The asphalt, concrete and brick is manufactured into aggregate for future use. Our used oil is recycled.

More recently, we are working with a company to reduce our use of energy by going to solar panels.

Sincerely,

Rhonda M Denny

Rhonda M. Denny
Executive Administrator

An Equal Opportunity Employer

Attachment C

COMPLETED JOBS

PROJECT NAME	CONTRACT	COMPLETED	OWNER OR ENGINEER	TELEPHONE #
Leoni Township WWTP EARTHWORK/UTILITIES	$ 100,272.50	May-22	Leoni Township DPW F&V Construction	616-977-4400
Morrell St-MDOT#38000-207173 ROAD/UTILITIES	$669,801.77	Oct-21	City of Jackson Troy White	517-788-4160
2021 Misc. Utilities SITE WORK/UTILITIES	$ 2,544,692.24	Apr-22	City of Ann Arbor Theresa Bridges	734-794-6410
JPS Athletic Field Earthwork /UTILITIES	$ 1,248,492.50	May-22	CSM Group Eric Wolfe	269-491-8378
Cooley Place & Biddle-2021 CDBG EARTHWORK/ROAD/UTILITIES	$ 682,407.56	Nov-21	City of Jackson Troy White	517-788-4160
Blackstone WM-Randolf Brown St Earthwork/Road/utilities	$ 846,206.25	May-22	City of Jackson Troy White	517-788-4160
Blackman Place Apartments Site Work/Utilities	$ 600,815.44	Apr-22	Blackman Place Apts. LLC David Spayd	812-309-3923
Albion 2021 Local Streets ROAD WORK/UTILITIES	$ 1,222,813.66	Sep-21	City of Albion Pat Miller	517-629-5535
DWWH Watermain ROAD/UTILITIES	$ 1,393,088.95	Oct-21	City of Ann Arbor Igor Kotlyar	734-794-6410
Broadway WM Replacement ROAD/UTILITIES	$ 3,348,664.00	Nov-23	City of Ann Arbor Nicholas Bayley	734-794-6410
S. Main Street Storm Replacement Road Construction/Utilities	$ 5,954,234.00	Sep-23	City of AnnArbor-Wade trim Felipe Uribe	734-489-3379
Holt Schools-(3) Elementary EARTHWORK/UTILITIES	$ 1,719,796.00	Jul-23	Holt Schools-Granger Construction Jake Stoll	517-348-7160
Blackman Apts Eartwork/Utilites	$ 756,749.00	Jun-23	Cash Waggner & Assoc Davin Spayd	812-309-3923

The Reserves				**Royal American Homes, Inc.**	
Eartwork/Utilities	**$**	**2,006,041.00**	**May-23**	**Ken Thompson**	**586-749-8491**

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

See Attached

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☑ Yes

☐ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☑ Yes ☐ No

23.



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

Employee Classifications Ratio

Name	Class
JACOB W. BAILEY	VP/MANAGER
JOHN W. BAILEY	PRESIDENT
JORDAN W. BAILEY	MAINTENANCE
JULIE D. BAILEY	OFFICE
RHONDA L. BLAIR	OFFICE
STEVE BLISS	OPRFM1
BLAKE D. BLODGETT	LRCL1
FRED CARPENTER	OPRFM1
FRED CARPENTER II	OPRREG
DYLAN L CONNELLY	LRCL5
PATRICK R. CONSLEY	LRCL1
MICHAEL T CRABTREE	OPRFM1
TYLER A. DARNELL	LRCL5
WILLIAM J. DAVIS	OPRREG
RHONDA M. DENNY	OFFICE
LAURIE A. DOUBLE	LRCL1
CHRISTOPHER EUBANKS	LRCL1
MICHAEL R HAVENS	OPRFM1
JOSEPH P IRISH	OPRAPPRE
MARK J. IRVING	OPRFM1
YENQUIER R JORGE	OPRREG
JOSEPH C. KEMPLIN	LRFMN1
ROBERT H LEY	OPRREG
STEVEN L. LOGAN	OPRFM2
MARK E. MAGNER	SUPERVISOR
JUAN R. MENA	LRCL5
TODD D. MERRITT	OPRREG
TIMOTHY C. NEVINS	LRCL5
SAMUEL W PANCAKE	LRCL1
RAYMOND J. PANKHURST	OPRFM2
PATRICK M. PARKER	OPRFM1
CONNER S. PETERS	GARAGE
HEATH D. REAMS	LRCL1
TOM ROWLAND	OPRREG
MATTHEW H. SHERMAN	ASSIST SUPERVISOR
EDWARD T. SWARTZ	OPRREG
KIRK A SWARTZ	OPRREG
DAVID R THOMPSON	SUPERVISOR
CHAD WRIGHT	OPRREG

Key
OPRFM1 = Operator Foreman Journeyman
LBAPP4 = Laborer Apprentice Level 4
OPRREG = Operator Journeyman
LRCL5 = Laborer Journeyman Pipe Layer
LRCL 1 = Laborer Journeyman
OPRAPPRE = Operator Apprentice Level 1
LBAPP3 = Laborer Apprentice Level 3
LRFMN1 = Laborer Foreman Level 1
LAB5APP1 = Laborer Class 5 Apprentice Level 1

An Equal Opportunity Employer

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Backfiller tamper; Backhoe; Batch plant operator (concrete); Clamshell; Concrete paver (2 drums or larger); Conveyor loader (Euclid type); Crane (crawler, truck type or pile driving); Dozer; Dragline; Elevating grader; Endloader; Gradall (and similar type machine); Grader; Mechanic; Power shovel; Roller (asphalt); Scraper (self-propelled or tractor drawn); Side boom tractor (type D-4 or equivalent and larger); Slip form paver; Slope paver; Trencher (over 8 ft. digging capacity); Well drilling rig; Concrete pump with boom operator; Hydro Excavator

GROUP 2: Boom truck (power swing type boom); Crusher; Hoist; Pump (1 or more - 6-in. discharge or larger - gas or diesel- powered or powered by generator of 300 amperes or more - inclusive of generator); Side boom tractor (smaller than type D-4 or equivalent); Tractor (pneu-tired, other than backhoe or front end loader); Trencher (8-ft. digging capacity and smaller);Vac Truck and End dump operator;

GROUP 3: Air compressors (600 cfm or larger); Air compressors (2 or more-less than 600 cfm); Boom truck (non-swinging, non- powered type boom); Concrete breaker (self-propelled or truck mounted - includes compressor); Concrete paver (1 drum-1/2 yd. or larger); Elevator (other than passenger); Maintenance person; Pump (2 or more-4-in. up to 6-in. discharge-gas or diesel powered - excluding submersible pumps); Pumpcrete machine (and similar equipment); Wagon drill (multiple); Welding machine or generator (2 or more-300 amp. or larger - gas or diesel powered)

GROUP 4: Boiler; Concrete saw (40 hp or over); Curing machine (self-propelled); Farm tractor (with attachment); Finishing machine (concrete); Hydraulic pipe pushing machine; Mulching equipment; Pumps (2 or more up to 4-in. discharge, if used 3 hours or more a day, gas or diesel powered - excluding submersible pumps); Roller (other than asphalt); Stump remover; Trencher (service); Vibrating compaction equipment, self-propelled (6 ft. wide or over); Sweeper (Wayne type); Water wagon and Extend-a boom forklift

Group 5: Fire Person, Oiler

RATE	WORK HOURS	TRAINING HOURS-CUMULATIVE
75%	0-1,000	75 Plus
80%	1,001-2,000	75 Plus
85%	2,001-3,000	75 Plus
90%	3,001-4,000	75 Plus
95%	4,0001-5,000	75 Plus
100%	5,0001	Journeyman

LABORER'S

All registered.Apprentices will work in accordance with wage and training requirements.

Rate	Work Hours	Training Hours – Cumulative
75%!	0 – 1,000	75 Plus
80%	1,001 – 2,000	75 Plus
85%	2,001 – 3,000	75 Plus
95%	3,001 – 4,000	75 Plus

All percentages are calculated on the Base Rate. All fringe benefits are paid at 100%.
This language must comply with all MDOT specifications.

Class 1: Asphalt Shoveler or loader, asphalt plant misc., asphalt raker tender, burlap man, carpenters' tender, yard man, guard rail builder's tender, Earth Retention barrier and wall and M.S.E. Wall Installers Tender, Highway and median barrier installers tender (including sound, retaining and crash barriers), fence erector's tender, dumper (wagon, Truck, etc.), joint filling labor, misc., unskilled labor, sprinkler labor, form setting labor, form stripper, pavement reinforcing, handling and placing (e.g., wire mesh, steel mats, dowel bars, etc.), mason's or bricklayer's tender on manholes, manhole builder, headwalls, etc., waterproofing, (other than buildings) seal coating and slurry mix, shoring, underpinning, bridge painting, etc., (spray, roller and brush), sandblasting, pressure grouting, bridge pin and hanger removal, Material Recycling Laborer, Horizontal Paver Laborer (brick, concrete, clay, stone and asphalt), Ground Stabilization and Modification Laborer, grouting, waterblasting, Top Man, and railroad track and trestle laborer, sign installer and remote control operated equipment.

Class 2: Mixer operator, (less than 5 sacks), air or electric tool operator (jack hammer, etc.), spreader, boxman (asphalt, stone, gravel, etc.), concrete paddler, power chain saw operator, paving batch truck dumper, tunnel mucker (highway work only), concrete saw operator (under 40 hp), dry pack machine, and roto-mill grounds person.

Class 3: Tunnel miner (highway work only), finishers tenders, guard rail builder, highway and median barrier installer, Earth Retention Barrier and wall and M.S.E. wall installer (including sound, retaining and crash barriers), fence erector, bottom man, powder man, wagon drill, and air track operator, curb and side rail setter's tender, diamond and core drills (per agreement between the Laborers and Operating Engineers International Union dated February 3, 1954), grade checker and certified welder.

Class 4: Asphalt raker.

Class 5: Pipe Layers, oxy-gun.

Class 6: Line-Form setter for curb or pavement, and asphalt screed checker/screw man on asphalt paving machines.

Class 7: Concrete Specialist - The Classification of Concrete Specialist shall include the finishing and troweling, of cast in place or precast concrete by any and all methods. Laborers who have the necessary skills to be classified as a Concrete Specialist and perform the work shall be paid the following wage and fringe benefit scale.

V14 - 2024

Schedule of Courses 2023-2024



Operating Engineers 324

Journeyman and Apprentice Training Fund, Inc.

JOURNEYMAN UPGRADE TRAINING

All members with dues paid up current are encouraged to come in and get "upgrade" training. Every year you are entitled to one week of **"PAID"** upgrade training if your dues are paid up current and you have worked for a contractor who has made contributions into the training fund on your behalf at least once in the 12 months preceding your training. Although we can only pay for one week, you are welcome and encouraged to come and use the Sam T. Hart Education Center in Howell as often as you would like.

You are encouraged to call first during the high-volume training season (October–April) as equipment and instructors may not be available for the training you desire. We request that you contact the Sam T. Hart Education Center in Howell **"in advance"** to schedule your week of Journeyman upgrade/block training. All equipment is scheduled on a first-come, first-serve basis, so register early.

As the Apprentices have to meet their annual training requirements, as well as their graduation requirements, the Sam T. Hart Education Center in Howell is dedicated to the Apprentices for "upgrade training" on equipment during the months of December and January. However, **you may feel free to schedule any 40-hour "specialty classes" offered during this time.** We look forward to seeing you out back on equipment when we re-open for Journeymen on **February 5, 2024**.

Crane Upgrade Training – prior to getting on cranes, you must have attended a Basic Crane Class, or be currently working in the crane industry and have obtained approval from our Crane Instructors.

INSTRUCTORS	EXT.
CDL	
Brent Bisonet	#1747
Mike Love	#1705
Drew Musson	
Civil Instructors	
Jeremy Beard	
Tim Butcher (Foreman)	#1726
Len Casteel	#1712
Shaun Miller	
Lionel Olson	#1724
Pat Zinser (Appr Coord)	#1704
Crane & Hoisting & Forklift	
Jonathan Areseneault	#1708
Craig Bowman	#1736
Dylan Olson	#1732
Brad Ryznar (Appr Coord)	#1709
James Sasser	#1725
Troy Weir	
Safety & Health	
Leonard Casteel	#1712
Krystle Schnell	#1682
Technician/Mechanic	
Ben Frasier	#1739
Dennis Stuhr	#1720
Tim Villareal (Appr Coord)	#1723
Steve Williams	#1717

Equipment offered for upgrade training is as follows:

Backhoes
Cat 420D
Case 580M
John Deere 310SLHL
Cat 420F2

Cranes
Broderson IC200-2C
Broderson IC2003H
Grove 90T Truck Crane
Grove RT760 RTC
Linkbelt 298 Lattice Boom w/Luffer
Grove GRT-655
Linkbelt 8028 RTC
Linkbelt LS78 Clamshell
Linkbelt LS78 Dragline
Manitowoc 2900T Truck Crane
Manitowoc III Crawler
Philadelphia Tram Rail Overhead
Potain MDT 159 Tower
R.O. Stinger 16 Ton Boom Truck
Spyder Crane (2)
Manitowoc 3900 B Crawler Crane
Broderson IC803F
Terex RT450
Manitex 30 Ton Boom Truck

Dozers
Cat D4GXL
Cat D4GXL GPS
Cat D5K2L GPS
Cat D6H
Cat D6RXW
(2) Cat D7
Cat D9G

End Dumps
Cat D300B
Volvo A25G
Volvo A25C

Excavators
CAT 329EL GPS
Cat 320D GPS
John Deere 210GLC (2)
Cat 315CL
Cat 320DL w/Thumb
Cat 320D Next Gen.
Volvo ECR50F

Forklifts
Cat TH63
Cat T125D
Skytrack 6042
Hyster H60

Graders
Cat 140G
Cat 120G
Cat 12m3
Champion 710A

Loaders
Cat 938K
Cat 950F II
Cat 950G
Cat 950M

Rollers
Cat CP563 Sheepsfoot
Rexnord 848 Smooth Drum

Scrapers
Cat 613
(2) Cat 621
Cat 621E

Skidsteers
Cat 289D
Bobcat T590
Takeuchi TL12V2

Support Equipment
Oshkosh Water Truck

Other Equipment
Vermeer D24x30 Directional Drill
John Deere 9220 Articulating Tractor w/Roller Blade
Cat 571 Side Boom
(2) Freightliner Truck (CDL)
(4) International 8600 Truck
John Deere 5083E

REMEMBER: Equipment is scheduled on a first-come, first-serve basis.

REGISTRATION INSTRUCTIONS

Feel free to register online at: www.oe324.org

In order to attend training or classes, your dues must be paid current through the month you receive your training/take your class(es).

Class Registration By Phone

Please feel free to call in to set up your classes. All classes are subject to cancellation. All registrations will be confirmed in writing.

If you have questions or concerns, please feel free to call us at 517.546.9610 or 888.256.9610.

Please contact the Sam T. Hart Education Center in Howell as soon as possible if you cannot attend class. Some of the classes have a sign-up list of members waiting to get into the next class. By calling to cancel any class you cannot attend, you give your fellow union members the opportunity to attend the class.

Hotel Accommodations

To be eligible for a hotel room, your dues must be paid current for the month of the training/class for which you will need the hotel, you must live over 60-miles from the Sam T. Hart Education Center in Howell and have had a contractor make a contribution into the Training Fund on your behalf at least once within the 12 months preceding the training/class date. If you meet the eligibility requirements, you will be allowed one week (Monday-Friday) of lodging paid by the Journeyman & Apprentice Training Fund, Inc. for upgrade training. If that same member wishes to take 40-hour specialized courses in addition to the upgrade training, we will grant them lodging for the length of the course. Lodging won't be covered when retaking the same class.

If the Local 324 member lives over 100-miles from the Sam T. Hart Education Center in Howell, the member may stay at the hotel on the preceding Sunday night. Otherwise, plan for Monday arrival.

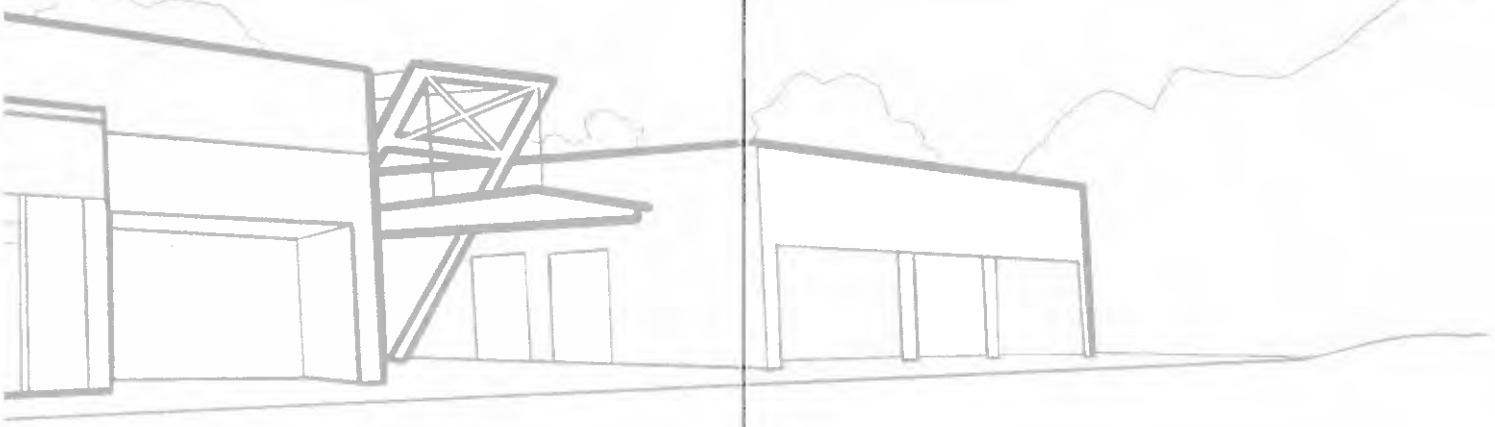
If you qualify for a hotel room, please make sure that you put what day(s) you will be staying.

You will be **required** to share a room with another Local 324 member of the same sex. Anyone wishing to room alone will be responsible for full payment of the room.

NOTE: We do not provide a hotel room for 4-hour courses or 8-hour courses for people within 100-miles.

NOTE: Animals are **not** allowed at the hotel. Hotel privileges will be permanently revoked for anyone abusing rules and/or regulations of the hotel or JATF.

HOTEL NOTE: We are charged for "no shows." It is very improtant that you let us know if you need a hotel room immediately, as we are using a new hotel that books up completely. Please be thoughtful when deciding when you'll be staying and we ask that you show up at the hotel on the date requested.



BE PREPARED FOR THE JOBSITE

There are many upgrades, qualifications and certifications offered at the OE 324 Sam T. Hart Education Center to make sure you are the best prepared and are meeting the requirements for the jobsite. Below are lists of classes, qualifications and certifications available to Journeymen:

CIVIL

- Commercial Driver's License (CDL)
- Dozer – Basic
- Dozer – Advanced
- Excavator – Basic
- Excavator – Advanced
- Forklift Certification of Training
- Forklift Recertification of Training
- Gas Pipeline Distribution
- GPS / Grade Control Systems
- Basic Grade (Stakes) Familiarization
- Grader – Basic
- Grader – Advanced
- Hazmat Training
- Horizontal Directional Drill
- Hydro – Excavation
- Loader Skid – End Dump
- Mine Safety
- OSHA 10
- OSHA 30
- Paving
- Scraper
- Rubber Tire Backhoe

CRANE

- Basic Forklift 40-Hr
- Commercial Driver's License (CDL)
- Crane Assembly / Disassembly
- Crane – Basic
- Crane – Overhead (24-Hr)
- Crane – Rigging/ Signalperson
- Crane I
- Crane II
- Crane – Spyder Crane (16-Hr)
- Crane – Tower (40-Hr)
- Forklift Certification of Training
- Forklift Recertification of Training
- Luffing Jib Attachment
- Mine Safety
- NCCCO Mobile Crane Certification
  - Lattice Boom Crawler
  - Lattice Boom Truck
  - Large (Swing Cab) Telescopic
  - Small (Fixed Cab) Telescopic
- NCCCO Overhead Crane Certification
- NCCCO Rigger Certification
- NCCCO Signalperson Certification
- NCCCO Tower Crane Certification
- OSHA 10
- OSHA 30

MUST SAFETY TRAINING

Requires that organized Tradesmen and Tradeswomen pass all of the 18 safety awareness training modules.

The Safety Awareness Training Modules Include:

- Aerial Lifts
- Concrete and Masonry
- Confined Space Hazards
- Construction Worker Orientation (OSHA)
- Crane Safety
- Electrical Safety/Lockout-Tagout
- Fall Protection
- Fire Protection and Prevention
- Hand and Power Tool Safety
- Hazard Communication
- Health Hazards in Construction
- Ladder Safety
- Materials Handling
- Personal Protective Equipment
- Rigging
- Scaffolding
- Trenching and Excavation
- Welding

Signatory contractors that plan to work on projects for such owners as GM, Ford Motor Company, Chrysler Corporation and DTE Energy must ensure that all Local 324 members are in compliance with the MUST Safety Program Training. The JATF will pay the testing fee for members who are in good standing and are not employed by a contractor who contributes to the MUST drug and testing pool. Each test segment takes approximately 25-45 minutes and can be taken on any computer with a DSL or cable-modem internet hookup. Before testing, you must call the Sam T. Hart Education Center in Howell to get "activated" to test. If you do not have a computer available, you can use a friend's computer, or go to the library or you are welcome to use our computers here at the Sam T. Hart Education Center in Howell.

Training and testing will also be available to members from 7:30 am to 4:00 pm, Monday through Friday at the office in Bloomfield Township. Please contact Joe Schippa to schedule testing time in Grand Rapids. Computers at all sites will be assigned on a first-come, first-serve basis, and a sign-up sheet will be available.

For more information, visit: *www.mustonline.org*

SPECIALIZED CLASSES

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell.

ASBESTOS - CONTRACTOR/SUPERVISOR INITIAL (40-HR)

Dates: As Interest Demands

State and federal laws (OSHA, EPA and DOT) require the use of accredited Contractor/Supervisors for all asbestos removal projects in schools, and public and commercial buildings. If you wish to attend this 40 hour class, please select the provider that is closest to your home using the following link:

https://w2.lara.state.mi.us/AsbestosProgram/Provider/Provider-Search

This will bring you to a page to select which provider you would prefer. Simply click on the drop down menu for the "Training Course Type" box and select "Contractor Supervisor Initial." This will bring up a list of providers with their location and phone number.

Once you have spoken with the provider to determine the date, cost and location of the Asbestos Contractor/Supervisor Training, contact us (888-256-9610) with the pertinent details. We'll work on this end to secure course arrangements on your behalf.

COMMERCIAL DRIVER'S LICENSE (CDL)

When You Are Ready For The Road Test Examination

A truck and trailer are available for road tests for any member of Local 324 in good standing.

How to schedule your CDL:

1. Take and pass your written test through the Secretary of State.
2. Call our office to get scheduled.

Your CDL road test will consist of:

- Inspection
- Skills test
- Road test
- Process paperwork

Please bring the following current paperwork with you to the road test:

1. Drivers license with picture photo
2. Temporary Instruction Permit
3. Union Card

CDL - ADVANCED (24-HR)

Dates: As Interest Demands

Pre-Requisite: Possess a CDL Class A with Trailer

This 24-hour course consists of all things safety with respect to load securement, loading and unloading and heavy-haul.

Objectives of this course include the following:

- Safety with loads
- Standards for tie-downs

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction

CONCRETE SAWING (24-HR)

Dates: As Interest Demands

The 3-day class will instruct our members on basic concrete sawing techniques. You will receive safety and technical knowledge and put it to practical use during the class.

Objectives of this course include the following:

- Safe operation of a concrete saw

This class consists of:

- 16 Hours Lecture
- 8 Hours Lab
- 24 Hours Total Instruction

CONFINED SPACE AWARENESS (24-HR)

Dates: As Interest Demands

This course is designed for anyone required to enter into confined spaces. Course covers OSHA standards, the importance of confined space entry safety and the consequences that can occur if precise practices and procedures are not followed, proper use of ventilation, the principles of atmospheric monitoring, permits required, identifying hazards involved and how to eliminate and control them, proper use of the protective and emergency equipment required, responsibilities of entrant and attendant and basic rescue techniques.

Objectives of this course include the following:

- Introduce students to complications of Confined Space Rescue

This class consists of:

- 16 Hours Lecture
- 8 Hours Lab
- 24 Hours Total Instruction

IF YOU ARE NEW TO CRANES...

If you are new to cranes or have limited experience in the crane industry and are not sure where to begin, a Basic Crane Class and a Rigging/Signalperson Class is the recommended place to start. These two classes, combined with additional practice, training and job site experience will help put you on the correct path to becoming a safe and productive Certified Crane Operator/Rigger/Signalperson.

Basic Crane Class → Rigging/Signalperson Class → Additional Hands-on Training and Job Site Experience → Attend classes specific to the designation of certification desired.

Raising Gang Joint Training

The "Raising Gang" project continues. The Operating Engineers and Iron Workers work together in this advanced 5-day training session to assemble and disassemble a 5-story steel-framed building. This training helps each trade understand the other's perspective and everyone can take the skills and communication learned into the field and work together as a cohesive group.

For the Raising Gang Class, the crane lifts the steel beams, while the Iron Workers secure them into place. The class will utilize a lattice boom craler crane with a boom/jib combination from 160' to 285'. Then the crawler crane will make lifts erecting the iron and trusses up to 13,000 pounds.

CRANE - BASIC (40-HR)

Location	Dates	Time
Howell	11/06/23 - 11/09/23	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM
Gladstone (4/10's)	01/15/24 - 01/19/24	7:00 AM - 5:30 PM

We recommend that anyone with less than 2,000 hours of crane experience start with this Basic Crane Class.

This basic class teaches our members safety and technical matters related to craning. The class is designed for Journeymen who have had limited or no crane experience and want to get a better understanding of crane operator responsibilities. Students will learn crane components, proper machine setup, load charts, range diagrams and capacities, as well as mathematics used in craning, wire rope, rigging, oiling, maintenance, hand signals, barricades, safe shut down procedure, site hazards and access, crush/pinch points, tag-out, electrical hazards and procedures. The class also describes what a load moment indicator (LMI) is, it's components and how it works. This class is highly recommended before pursuing a CCO preparation class.

Objectives of this course include the following:

- Learn to interpret load and range diagrams
- Cover OSHA Subpart CC and ASME/ANSI B30.5 standards
- Crane setup
- Daily/monthly crane inspections
- Operator's responsibilities, authority and safety
- Personnel lifting requirement and standards

This class consists of:

- 32 Hours of Lecture
- 8 Hours of Lab
- 40 Hours Total Instruction

CRANE - RIGGER/SIGNALPERSON FUNDAMENTALS (for Mobile Equipment) (16-HR)

Location	Dates	Time
Howell	01/04/24 - 01/05/24	8:00 AM - 4:30 PM
Howell	02/08/24 - 02/09/24	8:00 AM - 4:30 PM

This 2-day class is based on fundamentals of rigging and signaling for mobile equipment. Students will learn to properly identify and inspect various types of lifting slings and hardware. Proper application and basic hitches will also be covered. Next, the class will learn how to communicate and accurately signal various types of mobile equipment. Anyone involved with lifting and moving loads, or looking to become certified in rigging or signaling will benefit from this class.

Objectives of this course include the following:

- Basic OSHA and ANSI requirements
- Basic hitches and rigging techniques
- Signaling crane using OSHA guidelines
- Know OSHA approved signals for crane operations

This class consists of:

- 10 Hours Lecture
- 6 Hours Lab
- 16 Hours Total Instruction

CRANE I (40-HR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24	8:00 AM - 4:30 PM

This class is the next step after completing the basic crane class on your journey to becoming a crane operator. Most of this class takes place outside (please dress appropriately) starting with Instructor lead shift inspections, lift planning, crane set-up and configuration and finally lift execution. During crane operations, there are several roles that need to be identified and filled which include a Signalperson, a Rigger and a Crane Operator. The student will have multiple opportunities to engage in these roles and responsibilities of these positions to assure safe crane operations. The class finishes up with several types and sizes of cranes performing scenarios to match your abilities.

Objectives of this course include the following:

- Be able to utilize manufacturer operating manuals
- Learn how to perform a shift inspection on R.T. & Carry Deck Cranes
- Apply MIOSHA/OSHA applicable regulations
- Load chart interpretation and use
- Lift planning and proper execution
- Recognize Hazards/limitations during crane set-up
- Properly configure crane to lift plan
- Develop skills in multiple "job site" scenarios

This class consists of:

- 8 Hours Lecture
- 32 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE - CCO RIGGER/SIGNALPERSON (40-HR)

Location	Dates	Time
Howell	12/04/23-12/08/23	8:00 AM - 4:30 PM
Howell	02/12/24-02/16/24	8:00 AM - 4:30 PM
Howell	03/18/24-03/22/24	8:00 AM - 4:30 PM

This 5-day class will teach the Apprentice about different types of rigging and rigging hardware, how to apply it and how different configurations affect the stress put on rigging. They will learn the ASME and OSHA "remove from service" criteria and how to inspect the rigging for damage.

The student will learn the OSHA standard hand signals and proper technique in delivering voice signals. They will learn general requirements in the OSHA standards as it pertains to signaling a crane. This class will also include hands-on training for both rigger and signalperson. On Friday, the Apprentices will take the NCCCO Rigging and Signalperson Certification Exams.

Objectives of this course include the following:

- Know proper rigging terminology
- Know how to identify and inspect a wide range of rigging
- Know how to accurately apply rigging
- Know how to direct and control crane dynamics using both hand and voice signals

This class consists of:

- 20 Hours Lecture
- 20 Hours Lab
- 40 Hours Total Instruction

CRANE II (40-HR)

Location	Dates	Time
Howell	10/02/23 - 10/06/23	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM

Prerequisite::

- Have attended Basic Crane Class and have possession of at least one CCO Mobile Crane Certification
- Have obtained 500 hours of seat time in any crane here at the Sam T. Hart Education Center or on job site "after" completing the Basic Crane Class
- Know all inspection requirements
- Ability to start machine after daily crane inspection
- Have basic understanding of an LMI

The Crane II course is for an Operating Engineer who is ready to advance in both technical knowledge and operational skills of the hoisting industry. This program is designed to take a comprehensive look into the various critical lift requirements of crane operations. Students will increase their knowledge in both technical pre-lift planning and hands-on execution. The pre-lift plan segment of the class will begin with a thorough overview of state and federal regulations. Operating Engineers will be challenged to successfully execute the plan in a jobsite setting, while implementing industry-based best practice solutions. This course requires teamwork. The success of this class will depend on the candidate's willingness to work together as a crew.

Objectives of this course include the following:

- OSHA Subpart CC Regulations
- ASME B30.5 Rules and Responsibilities
- Gain technical knowledge in two crane lifts, hoisting personnel and working near electrical lines
- Load chart interpretation
- Properly complete a critical lift plan
- Thoroughly perform pre-operational inspections
- Accurately setup and configure cranes
- Successful execution of crane operations

This class consists of:

- 16 Hours Lecture
- 24 Hours Lab
- 40 Hours Total Instruction

CRANE - ASSEMBLY/DISASSEMBLY DIRECTOR TRAINING (24-HR)

Dates: As Interest Demands

Prerequisites: NCCCO Lattice Boom Certification with at Least One Recert Exam Taken and Passed

NCCCO Rigger/Signalperson Certifications

This three-day course is directed towards the Assembly/Disassembly Supervisor. The training is based on the OSHA/MIOSHA regulations for an Assembly/Disassembly Director to be both competent and qualified.

This class will have approximately one day of classroom and two days of actual field time.

Objectives of this course include the following:

- Learn/know pertinent OSHA/MIOSHA Regulations

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction

CRANE - ASSEMBLY/ DISASSEMBLY (40-HR)

Location	Dates	Time
Howell	10/30/23 - 11/03/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM

Prerequisites: Apprentices: Must have completed all Level I requirements
Journeymen: Must have completed Basic Crane and Rigger/Signalperson classes

This class will participate in setup and erection of multiple hydraulic cranes including boom extensions, wire rope reeving, overhaul balls and load blocks. The class will completely disassemble a lattice boom crawler crane. Students will learn how to properly load and secure crane components onto trucks for transport. After relocating, we will reassemble the crane focusing on proper erection procedures to: Extend the crawlers, raise the gantry, handle and connect boom sections and pendants, reeve load lines, terminate electrical systems and configure LMI. This class gives a comprehensive real-world experience on what is required to get a crane hook ready for work.

Objectives of this course include the following:

- Learn requirements of assembly/disassembly director per OSHA Subpart CC standards
- Review new OSHA standards for working near power lines during assembly/disassembly
- Learn crane assembly/disassembly in proper sequence per manufacturer
- Proper crane setup
- Finding center of gravity on crane components and proper rigging
- Reeve up load block
- Erect accessories (i.e., jib with offset, boom extensions, counterweights, whip line, etc.)

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

CRANE - OVERHEAD (24-HR)

Location	Dates	Time
Howell	11/20/23 - 11/22/23	8:00 AM - 4:30 PM
Howell	12/18/23 - 12/23/23	8:00 AM - 4:30 PM
Howell	01/03/24 - 01/05/24	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/06/24	8:00 AM - 4:30 PM
Howell	03/25/24 - 03/27/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/24/24	8:00 AM - 4:30 PM

Please note that this particular class is not affiliated with the CCO Certification. This class is intended to fulfill the technical requirements of the standard adopted by the Michigan Department of Consumer & Industry Services (the governing body of MIOSHA). The class curriculum includes MIOSHA Standard Part 18, inspection, rigging, capacities of equipment and attachments, purpose, use and limitations of controls, energizing sequences, startup and shutdown procedures, emergency procedures, general operating procedures, all basic signaling procedures (including hand, radio or telephone) and fire extinguishers.

Objectives of this course include the following:

- MIOSHA Part 18
- Crane capacities
- Proper energizing sequence
- Daily inspection needs
- Safety rules
- Operating procedures
- Controller functions

This class consists of:

- 12 Hours Lecture
- 12 Hours Lab
- 24 Hours Total Instruction

SPYDER CRANE (16-HR)

Location	Dates	Time
Howell	03/07/24 - 03/08/24	8:00 AM - 4:30 PM
Howell	04/25/24 - 04/26/24	8:00 AM - 4:30 PM

This 2-day class will instruct our members on the inspection, lift planning and on the safe operation of this mini-crawler class crane. Students will learn how to properly configure the crane according to the capacity chart for the outrigger configurations. The setup is what really makes this crane both unique and challenging with nearly 100 possible outrigger configurations and the ability to run the machine remotely. A manufacture qualification card will be provided to all students who successfully demonstrate their skills by passing the written and practical exam portion of the class.

Objectives of this course include the following:
- Safe operation of a Spyder Crane

This class consists of:
- 8 Hours Lecture
- 8 Hours Lab
- 16 Hours Total Instruction

CRANE - TOWER (40-HR)

Location	Dates	Time
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM

Prerequisites:
- Have attended Basic Crane Class or have possession of CCO Mobile Crane Certification
- Have obtained 500 hours of seat time in any crane

The class will provide you with the fundamental skills to operate the Tower Crane. After your first day in class reviewing the safety and technical issues, you will be spending the majority of this class learning "hands-on" with the crane.

PLEASE NOTE: You must have the agility, strength and endurance to climb up and down the Tower Crane.

Objectives of this course include the following:
- Basic OSHA and ANSI requirements
- Apply what you learn in class to rig and lift actual loads
- Personnel lifting requirements and standards
- Learn proper radio communication
- Review the new OSHA Standards for Tower Cranes and ASME/ANSI requirements

This class consists of:
- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

CRANE-LUFFING JIB ASSEMBLY/DISASSEMBLY (40-HR)

Location	Dates	Time
Howell	02/05/24 - 02/09/24	8:00 AM - 4:30 PM

Class Pre-requests:
Have a current Mobile crane certification
1 year of jobsite crane operation experience

In this class the member will be a part of the crew performing assembly/disassembly work either installing the luffing jib attachment or removing it from the luffing boom (main boom) using Manufacturer procedures and MIOSHA/OSHA guidlines for A/D scope of work.

Objectives of this course include the following:
- Load chart interpretation and use
- Gain Technical knowledge about load planning using a luffing attachment
- Use MIOSHA/OSHA regulations during crane operations
- Learning how to reference the manufacturer's manuals
- Understand the limitations of the attachment
- How to properly secure the crane at the end of shift or for inclement weather

This class consists of:
- 20 Hours Lecture
- 20 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE-LUFFING JIB OPERATION (40-HR)

Location	Dates	Time
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM

Class Prerequisites:

- **Have a current Lattice Boom & Swing Cab ceritifcations**
- **1 year of jobsite crane operation experience**

With Luffing jibs becoming a common sight on area jobsites, this 40 hour class is intended for the student to become familiar with operations with this attachment. The class will consist of familiarization of load charts for the luffing attachment, advantages/disadvantages of configurations, limitations of this type of jib, lift planning and finally operating crane with nearly 300' of combined boom and jib.

Objectives of this course include the following:

- Load chart interpretation and use
- Gain Technical knowledge about load planning using a luffing attachment
- Complete a critical lift plan and execute with the configured crane
- Accurately operate crane to minimize unneeded movements
- Use MIOSHA/OSHA regulations during crane operations
- Learning how to reference the manufacturer's manuals
- Understand the limitations of the attachment
- How to properly secure the crane at the end of shift or for inclement weather

This class consists of:

- 20 Hours Lecture
- 20 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE FUNDAMENTALS & STANDARDS (40-HR)

MOBILE, OVERHEAD & TOWER REFRESHER/ EXAM PREP CLASSES

Location	Dates	Time
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24	8:00 AM - 4:30 PM
Howell	05/13/24 - 05/17/24	8:00 AM - 4:30 PM

Please Note: The intial CCO Exam refresher schedule is as follows; Mon-Wed (24 Hr), Thursday (OVR/TWR), Friday (Exam)

RIGGING & SIGNALPERSON EXAM DATES

Location	Dates	Time
Howell	11/06/23	8:00 AM - 4:30 PM
Howell	12/08/23	8:00 AM - 4:30 PM
Howell	02/16/24	8:00 AM - 4:30 PM
Howell	03/22/24	8:00 AM - 4:30 PM

CERTIFIED CRANE OPERATOR (CCO) ONLINE TESTING

As of January 1, 2024, N.C.C.C.O. will no longer be providing paper/pencil written exams as they are moving into the digital age of testing. There will be (3) different options offered for online testing:

EOT (Event Online Testing)

Event online Testing allows candidates to take CCO written exams at a physical test site (Howell Training Center) in coordination with a Test Site Coordinator. The exams will be taken on a computer that is provided by the test site. Once the application is submitted and CCO approves the application, you will receive a scheduling email within (2) business days that includes an authorization code. You will need to contact the Test Site Coordinator (Elizabeth Rzepka @ ext. 1701) after receiving your scheduling email to schedule your exam(s) and provide the authorization code(s).

OPT (Online Proctored Testing)

Online Proctored Testing allows a candidate to take CCO written exams from home or anywhere 24/7/365 – as long as it's a quiet room with 4 walls! Candidates must use their own computer and the computer must meet certain technical requirements. Once the application is submitted and CCO approves the application, you will receive a scheduling email within (2) business days. To make sure that your computer meets minimum technical requirements, please visit **www.NCCCO.org. Note: Chromebooks are not permitted for OPT.**

CBT (Computer-Based Testing)

Computer-Based Testing allows candidates to take CCO written exam on a computer provided by PSI at a dedicated PSI test center. There are hundreds of available test centers in the US and Canada. Once the application is submitted and CCO approves the application, you will receive a scheduling email form PSI within two business days. **Note: Once you sign up for CBT, if you decide to switch to a different testing modality, you will incur additional fees.**

Experience

CCO Exams are designed for operators who are trained and who currently work in crane operation. Experience is defined as: operating, maintenance, inspection or training.

Program Description

The National Commission for the Certification of Crane Operators (CCO) is an independent, non-profit organization formed to establish and administer a nationwide program of certification for crane operators. The purpose of CCO is to set standards for measuring the knowledge and proficiency required for the safe operation of cranes. Based on extensive discussions with representatives from all segments of business and industry who recognize the impact of construction safety issues, CCO has identified the following potential benefits of operator certification:

- Fewer accidents, injuries and fatalities
- Assurance of operator's abilities
- Less property damage
- Improved safety records
- Enhanced public image of crane operators

PRACTICAL EXAMINATION

Mobile, Overhead and Tower

After you have taken and passed the Written Exam, you must take the Practical Exam in order to obtain your Certification. The Practical Exam Specialties correspond to the Written Exam Specialties. Contact Elizabeth by email at CCO@iuoe324.org or call 517-546-9610 ext. 1701 to recieve the instructions to apply for a practical exam(s).

Once your application is recieved, we will schedule you for the next available exam date, which will most likely be several weeks from the date of submission. Due to the unavailability of the cranes during the winter training season, as well as the weather conditions, no Practical Exams are scheduled. Exams generally run May through December.

Please note: CCO does not take our shortened Practical Exam season into consideration when granting extensions. They feel you still have ample time in which to obtain your Practical Exams. Due to the high volume of applicants and the limited number of exam dates, once you have been notified of your scheduled exam date, we will not have the flexibility to change your date.

CCO will notify you of the results of the Practical Exam within three weeks. If you have passed, you will receive your Certification Card directly thereafter.

Rigging and Signalperson

The Rigging and Signalperson Examination process is slightly different from the other CCO Examinations. The Practical Examination may or may not be held on the same day as the Written Examination.

Certification Eligibility Requirements
The eligibility requirements include the following:

- Pass Written Exam(s)
- Pass Practical Exam(s) - Candidates must pass the Practical Exam within 12 months of passing the Written Exam

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 12 months of your expiration date, please contact the Sam T. Hart Education Center in Howell.

DISASTER SITE WORKER (16-HR)

Dates: As Interest Demands

Prerequisite: OSHA-10 Hour or 30 Hour

This DSW 7600 Disaster Site Worker course gives the basic knowledge needed to respond to terrorist acts or natural disasters. This course focuses on understanding and recognizing hazards associated with working at disaster sites, becoming familiar with the Incident Command Structure, and the proper use of hazard controls, including personal protection equipment.

Objectives of this course include the following:

- Prepare member to assist at disaster sites
- Hazard recognition

This class consists of:

- 16 Hours Lecture
- 0 Hours Lab
- 16 Hours Total Instruction

DOZER - BASIC (40-HR)

Location	Dates	Time
Howell	10/09/23 - 10/13/23*	8:00 AM - 4:30 PM
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This class instructs our members on basic grade techniques. The classroom portion of the class will involve learning the basic principles of dozing, maintenance, and machine walk-around. You will take that knowledge and put it to use in a practical setting. A variety of scenarios will test your skills in basic dozer work.

Objectives of this course include the following:

- Safety standards for dozers
- Learn basic dozer techniques

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

DOZER - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Class and has good working knowledge of the machine. No Exceptions.

This class is for the experienced dozer operator. The classroom portion of the class will involve lectures and videos on the more advanced techniques of finish dozer work, such as sloping, gravel spreading, curb grading and ditching. Field work will involve finish grading projects, such as grading a parking lot, as well as cutting, filling, sloping, etc.

Objectives of this course include the following:

- Learn how to grade to finish grade (for example: parking lots)

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

DRONE/SMALL UNMANNED AIRCRAFT SYSTEMS (24-HR)

Location	Dates	Time
Howell	10/30/23 - 11/01/23	8:00 AM - 4:30 PM

This course will describe the specific rules to allow the safe operation of Small Unmanned Aircraft Systems (sUAS) in the National Airspace System (NAS) specified in Title 14 of the Code of Federal Regulations (14CFR) Part 107. Discussions on forces on an aircraft in flight, principles of aerodynamics, three axis of motion, and fixed and rotor wing flight. Discussions in preparation for the FAA Aeronautical Knowledge Exam for an FAA Remote Pilot Certificate. Hands-on drone/sUAS flight and data collection will be included.

Objectives of this course include the following:

- Aviation Weather
- Airport Operations

This class consists of:

- 24 Hours - Introduction to sUAS Regulatory FAA Regulations

DRONE/sUAS PRACTICAL APPLICATIONS (24-HR)

Location	Dates	Time
Howell	03/18/24 - 03/20/24	8:00 AM - 4:30 PM

Prerequisite: Must have passed the initial FAA Aeronautical Knowledge Exam and hold a current Remote Pilot Certificate.

This course will incorporate practical flight applications for the use of Small Unmanned Aircraft in construction project planning, site progress tracking, equipment and material monitoring and efficient safety inspections using captured hi-resolution photo data from student performed hands-on practical flights at the training center.

Objectives of this course include the following:

- Flight planning
- Pre-operational inspection
- Flight control characteristics
- Hands-on practical flights
- Flight parameter limitations
- Emergency procedures
- Performance flight times and wireless transmission
- Manufacturer recommended service and maintenance

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction



EXCAVATOR - BASIC (40-HR)

Location	Dates	Time
Howell	10/09/23 - 10/13/23*	8:00 AM - 4:30 PM
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	10/30/23 - 11/03/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This class is designed for those members who have never worked with an excavator before. The class will cover safety issues and help the beginning excavator operator understand the basic concepts.

Objectives of this course include the following:

- Learn to safely and effectively use the excavator

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

EXCAVATOR - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Class and has good working knowledge of the machine. No Exceptions.

This class is designed for the Operating Engineer who currently has experience operating an excavator. This course will cover OSHA Standards, as well as hands-on training for proper trenching techniques, installation of protective systems – trench box, digging footings, sub-grades, working slopes with a ditching bucket and laying pipe.

Objectives of this course include the following:

- Learn to safely and effectively use the excavator

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

FIRST AID/CPR/AED INITIAL

Location	Dates	Time
Howell	10/19/2023	8:00 AM - 4:30 PM
Howell	11/29/2023	8:00 AM - 4:30 PM
Howell	01/03/2024	8:00 AM - 4:30 PM
Howell	03/06/2024	8:00 AM - 4:30 PM
Howell	04/03/2024	8:00 AM - 4:30 PM
Howell	05/08/2024	8:00 AM - 4:30 PM

The initial First Aid/CPR/AED class is offered to you and your family, at no expense. **An annual refresher is required for this course, which is also at no expense and available to spouses or family members.**

Mine Safety Workers: Any person who is attending the 24-hour Mine Safety class will receive the Initial First Aid/CPR/AED training within that class along with refreshers.

Objectives of this course include the following:

- Learn required information and techniques to obtain First Aid/CPR/AED certification card

This class consists of:

- 8 Hours Lecture
- 0 Hours Lab
- 8 Hours Total Instruction

FORKLIFT Certification of Training - TECHNICAL (4-HR) AND PRACTICAL (1-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell.

Location	Dates	Time
Howell	09/12/23	8:00 AM - 12:00 PM
Howell	10/10/23	8:00 AM - 12:00 PM
Howell	11/14/23	8:00 AM - 12:00 PM
Howell	12/12/23	8:00 AM - 12:00 PM
Howell	01/09/24	8:00 AM - 12:00 PM
Gladstone	01/11/24	8:00 AM - 12:00 PM
Howell	02/13/24	8:00 AM - 12:00 PM
Howell	03/12/24	8:00 AM - 12:00 PM
Howell	04/09/24	8:00 AM - 12:00 PM
Howell	05/14/24	8:00 AM - 12:00 PM

Current MIOSHA rules require that employers make sure that only trained and authorized operators shall be permitted to operate a powered industrial truck. This includes both industrial and rough terrain type models. Class will include discussion on various forklifts and will evaluate your knowledge of the Part 21 Standard. **This session is not intended to be a training course.** Technical Class will run 8:00 am to 12:00 pm, and Practical Class will follow immediately thereafter. Please Note: Proper PPE (hardhat and hi-vis) is required for practical testing.

Objectives of this course include the following:

- Give understanding of forklift operation, safety and inspection
- Covers OSHA Standard 1910.178 and ASME/ANSI Standards
- Fuel/propane handling and storage
- Prove ability to properly inspect a forklift
- Be able to maneuver a forklift with a load through obstacles proficiently

This class consists of:

- 4 Hours Lecture
- 1 Hour Lab
- 5 Hours Total Instruction

FORKLIFT RECERTIFICATION (2-HR)

Please Note: You will no longer be automatically scheduled into a recertification class. When you receive your reminder notice via mail please call and schedule a recertification date. These classes are held monthly and on an as-needed basis. Failure to recertify will require that you take both the Technical and Practical portion of the certification process again.

For your ease and convenience, we will be holding "regional" Forklift Recertification Classes on an annual basis (in addition to the regularly scheduled recertification classes at the Sam T. Hart Education Center in Howell). Please call to register for a class before your expiration date.

Objectives of this course include the following:

- Give understanding of forklift operation, safety and inspection
- Covers OSHA Standard 1910.178 and ASME/ ANSI Standards
- Fuel/propane handling and storage

This class consists of:

- 2 Hours Lecture
- 0 Hours Lab
- 2 Hours Total Instruction

Northern Lower Peninsula	Grand Rapids	Gladstone
Ramada Hotel 2650 I-75 Bus. Loop Grayling, MI	Western Michigan Construction Career Center 900 40th St. SE, Grand Rapids, MI	Northern Michigan Construction Training Center 802 Clark Drive, Gladstone, MI

FORKLIFT - BASIC 40-HR

Class Code	Location	Dates Time
Howell	11/27/23 - 12/01/23	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24	8:00 AM - 4:30 PM

As the demand for skilled forklift operators increases, this class is the starting point to successfully filling these seats. In this 40 hour class the student will gain the technical knowledge needed for the safe operation of both Rough Terrain Forklifts and Industrial Forklifts while having the opportunity to develop skills with hands on training. The week will wrap up with a written and practical evaluation to get the Certificate of Training required by the contractors.

Objectives of this course include the following:

- Be able to utilize manufacturer operating manuals
- Learn how to perfrom a shift inspection on R.T. & Ind. Forklifts
- Understand MIOSHA/OSHA applicable regulaions
- Load chart/Capacity interpretation and use
- Lift planning and proper execution
- Develop operating skills in multiple "job site" scenarios
- Become familiar with the limitations of each type of forklift

This class consists of:

- 8 Hours Lecture
- 32 Hour Lab
- 40 Hours Total Instruction

DISTRIBUTION (80-HR)

Location	Dates	Time
Howell	03/11/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/12/24	8:00 AM - 4:30 PM

This 80-hour course includes detailed theoretical and practical instruction on equipment maintenance; machine operation, controls and operating techniques for rubber-tire backhoes, small excavators, trenchers and small sidebooms. Also included: MIOSHA and General Industry Standards, Protection of Underground Facilities, Michigan Public Act 53, Part 9, Excavation Trenching and Shoring Principles, Part 10, and Operation of Lifting and Digging Equipment.

The portion of this class will be covering joint training with Welders executing actual on-the-job scenarios.

Objectives of this course include the following:

- Learn various soil qualities
- How to dig straight and flat-bottom ditches
- How to dig sidebends, sags and overbends
- How to slope
- How to dig up and hand-dig for utilities
- How to install gas mains properly

This class consists of:

- 16 Hours Lecture
- 64 Hours Lab
- 80 Hours Total Instruction

Machine Grade Control (MGC) - Topcon & Trimble

Type	Location	Dates	Time
MGC - TopCon	Howell	10/02/23 - 10/06/23	8:00 AM - 4:30 PM
MGC - TopCon (4/10's)	Howell	12/18/23 - 12/21/23	7:00 AM - 5:30 PM
MGC - TopCon	Howell	03/18/24 - 03/22/24	7:00 AM - 5:30 PM
MGC - TopCon	Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM
MGC - Trimble	Howell	10/30/23 - 11/03/23	8:00 AM - 4:30 PM
MGC - Trimble	Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
MGC - Trimble	Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
MGC - Trimble (4/10's)	Howell	03/25/24 - 03/28/24	7:00 AM - 5:30 PM

This 40-hour course includes the 3-day Grad Control System Technology Class. In this class, you will spend most of your time on the equipment utilizing the Trimble and/or TopCon Grade Control Systems. This technology is used for roadwork, earthwork and utility location. Instruction will include offsetting grade horizontally and vertically from surfaces. You will also create fundamental designs using the control box, as well as recording data for office use.

Objectives of this course include the following:

- Grade control system setup
- Practical use of the system
- Machine diagnostics
- Restore settings using USB drive
- Productive workflows using GNSS

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

Prerequisite: **1000 Hours of seat time on civil equipment.**

TopCon – Recommended for members that want to further their knowledge on control systems. The TopCon 3D-MC2 and TopCon 3D-Max class will help to prepare members for the future of semi-automated machine control operation.

Trimble – We will be lecturing on Trimble grade control systems. We will instruct our members in the use of this innovative technology. Grade control systems are used for roadwork, earthwork and utility location.

GPS Rover (Data Collector)(40-HR)

Type	Location	Dates	Time
Rover Trimble	Howell	10/9/23-10/13/23	8:00AM-4:30PM
Rover TopCon	Howell	11/27/23-12/1/23	8:00AM-4:30PM
Rover Trimble	Howell	1/29/24-2/2/24	8:00AM-4:30PM
Rover TopCon	Howell	2/19/24-2/23/24	8:00AM-4:30PM
Rover Trimble	Howell	3/4/24-3/8/24	8:00AM-4:30PM
Rover TopCon	Howell	4/15/24-4/19/24	8:00AM-4:30PM

Prerequisite: **1000 Hours of seat time on civil equipment.**

In this course, we will train exclusively on the corresponding TopCon or Trimble equipped rovers. Training will revolve around the data collector and the different ways to lay out projects and record data. The TopCon course will utilize TopCon 3-D Office. The Trimble course will utilize Trimble Office Synchronizer and SCS Report Utility.

Objectives of this course include the following:

- Rover use in data collection

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

GRADER - BASIC (40-HR)

Location	Dates	Time
Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM

This 40-hour class is for the Journeyman or Apprentice with no prior grading experience. This class will help the beginning Grader Operator understand the basic concepts of sloping, crowning a road and ditching. A substantial portion of the class will take place outside grading small road projects, ditching and cutting slopes.

Objectives of this course include the following:

- Basic grade stake reading
- How to apply stakes to grade checking
- Building crown roadways
- Cutting ditches
- Safety standards for graders

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

BASIC GRADE (STAKES) FAMILIARIZATION (40-HR)

Location	Dates	Time
Howell	10/16/23 - 10/20/23	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	02/05/24 - 02/09/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM
Howell	03/18/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM

This 40-hour Grade Program is vital to all those who work heavy highway and site development construction projects. The course was specifically designed to compliment the Understanding of Grade Stakes, principles of math techniques, familiarization with rover/data collector, and responsibilities of the grade operator.

Objectives of this course include the following:

- Introduction to grade technology
- Introduction to instrumentation including math and responsibilities associated with grade checking

This class consists of:

- 24 Hours Lecture
- 16 Hours Lab
- 40 Hours Total Instruction

GRADER - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Grader Class and has good working knowledge of grades and stakes. No Exceptions.

Objectives of this course include the following:

- Learn calibration and setup of GPS/Grade Control Systems
- Learn one or more of the advanced techniques
- Checking your own grade

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

Advanced grader training will focus on training the "finish" grader operator.

This class will concentrate on advanced grader techniques and can be customized for your special needs to make you a better finish grader operator. Some of the areas you may wish to choose from include advanced finish grading with grade stakes, cutting curbs with string line, material spreading, advanced ditching with flat bottoms, cross grading large areas such as a parking lots or football fields, cutting subgrades with scraper, or work on cul-de-sacs, roadway approaches and side-saddle blade offsets. Also, learn GPS.

HAZWOPER TRAINING PROGRAM (40-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell. If you missed your recertification, you must contact the Sam T. Hart Education Center to get back on our list for recertification with us.

Location	Dates	Time
Grand Rapids	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM

Successful completion of this course certifies students in accordance with Federal OSHA 29 CFR 1910.120 and complies with MIOSHA R325.52101 Part 432 Hazardous Waste Operations and Emergency Response. To accomplish this, a combination of both hands-on and classroom time is mandatory. Students will be provided a comprehensive understanding of the risks posed by Hazmat work and knowledge of the safety measures that must be in use as a prerequisite for the worker entering a Hazmat site.

Objectives of this course include the following:

- To raise awareness of hazardous waste by introducing the federal and state laws
- To aid in comprehension of safely working with hazardous waste by conducting assorted hands-on and practical exercises
- To give the students a fundamental knowledge of all four levels of protection in use on a Hazmat job
- To train the students on the employer/employee responsibilities on a Hazmat job

This class consists of:

- 30 Hours Lecture
- 10 Hours Lab
- 40 Hours Total Instruction

HORIZONTAL DIRECTIONAL DRILL (80-HOUR)

Location	Dates	Time
Howell	10/23/23 - 11/03/23	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/08/23	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/12/24	8:00 AM - 4:30 PM

This 80-hour Horizontal Directional Drill (HDD) class prepares our members for the "Trenchless Technology" that uses horizontal boring machines for utility, pipeline and environmental cleanup work traditionally done with an excavator. The course will include instruction in the principles of directional drilling, drilling fluids, pre-planning and setup, along with hands-on instruction on a directional boring machine and locating devices. The directional boring operator shares all duties with a small crew and these duties range from aboveground locating to various physical tasks to maintain, transport and operate the machine.

Objectives of this course include the following:

- Learn safe operation
- Learn all various application of Horizontal Directional Drill
- Learn how to use F-5 locator
- Learn HDD terminology and vocabulary
- Learn Miss Dig law

This class consists of:

- 20 Hours Lecture
- 60 Hours Lab
- 80 Hours Total Instruction

HYDRO EXCAVATION (16-HR)

Local 324 is currently seeing an increase in demand for Operating Engineers qualified to operate this type of equipment throughout our state. Local governments, as well as pipeline and oil, gas and chemical industries see hydro-excavation as the most effective way to protect their infrastructure, the public and the environment from the possibility of a catastrophic failure due to a utility strike.

These courses are offered in Crosby, Texas at the International Training Facility. Please visit **IUOE.org** and click on 'Training' to find course schedules and registration details.

HYDRO TESTING (8-HR)

Hydrostatic testing has long been used to determine and verify integrity. Several types of information can be obtained through this verification process. Hydrostatic testing requirements and restrictions for hazardous pipelines are specified in 49 CFR 195 Subpart E and Natural Gas 49 CFR 192 Subpart 3.

These courses are offered in Crosby, Texas at the International Training Facility. Please visit **IUOE.org** and click on 'Training' to find course schedules and registration details.

LABOR EDUCATION (24-HOUR)

Location	Dates	Time
Virtual	10/16/23 - 10/20/23	12:00 PM - 4:30 PM
Howell	11/27/23 - 11/29/23	8:00 PM - 4:30 PM
Howell	12/18/23 - 12/20/23	8:00 AM - 4:30 PM
Virtual	01/15/24 - 01/19/24	12:00 PM - 4:30 PM
Virtual	02/05/24 - 02/09/24	12:00 PM - 4:30 PM
Virtual	02/26/24 - 03/01/24	12:00 PM - 4:30 PM
Virtual	03/18/24 - 03/22/24	12:00 PM - 4:30 PM

Labor Education is a three-day orientation class into the world of organized labor. This course covers the history of organized labor, as well as some of the more current issues that our organizations are facing. Topics specific to the International Union of Operating Engineers and Local 324 will also be covered in depth such as our constitution, bylaws, organizational structure and politics. New members as well as seasoned journeymen are all welcome and encouraged to attend.

Objectives of this course include the following:

- Gain knowledge of early labor organizations and labor leaders
- Learn about the working relationship between associations that Local 324 interfaces with and their history

This class consists of:

- 24 Hours Lecture
- 0 Hours Lab
- 24 Hours Total Instruction

TRACTOR LOADER BACKHOE (40-HOUR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24	8:00 AM - 4:00 PM

In this class, you will learn basic operating techniques for the Tractor Loader Backhoe. This includes the walk around inspection, fluid checks, and knowing the control functions. The Tractor Loader Backhoe bucket has many uses on the job, i.e. grading, leveling, moving material, and loading. In this class you will also cover proper setup, working around utilities, and digging trenches.

Objectives of this course include the following:

- Safety Standards for TLB's
- Basic Loader Techniques

This class consists of:

- 16 Hours Lecture
- 24 Hours Lab
- 40 Hours Total Instruction

LOADER (40-HR)

Class Code	Location	Dates Time
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This 40-hour beginner class has been designed for the Journeyman or Apprentice who has little or no experience operating a loader, mini truck loader, skidsteer, and Articulating dump truck. This class will cover safety issues and help the member understand the basic concepts of all four machines.

Objectives of this course include the following:

- Introduction to the safe operation of the loader

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

MINE SAFETY (24-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center to get scheduled. If you missed your recertification, you must contact the Sam T. Hart Education Center to get back on our list to recertify with us.

Class Code	Location	Dates Time
Howell	12/18/23 - 12/20/23	8:00 AM - 4:30 PM
Howell	01/02/24 - 01/04/24	8:00 AM - 4:30 PM
Gladstone	01/08/24 - 01/10/24	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/17/24	8:00 AM - 4:30 PM
Howell	01/29/24 - 01/31/24	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/14/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 02/28/24	8:00 AM - 4:30 PM
Howell	03/25/24 - 03/27/24	8:00 AM - 4:30 PM

MINE SAFETY (24-HR) Cont.

The Mine Safety and Health Administration (MSHA) states all miners must be trained before starting work at mine sites. There are two basic mine types.

Part 48 Mine - Metal, non-metal, underground - Before starting work at a Part 48 mine, a miner must complete 24 hours of new miner training. Upon completion of Part 48, you will automatically be certified to work under **Part 46 Mine - Sand, gravel, crushed stone, shell dredging, surface clay, phosphate or surface limestone mines.**

This class requires 8 hours of First Aid/CPR/AED training, administered through the Training and Education Center.

Objectives of this course include the following:

- Introduction to the statutory rights of miners and their representatives under the Act
- Authority and responsibility of supervisors
- Self-rescue and respiratory devices
- Transportation controls and communication systems
- Introduction to the work environment
- Escape and emergency evacuation plans, firewarning and firefighting
- Ground control, working in areas of highwalls, water hazards, pits and spoil banks, illumination and night work
- Study hazard recognition, electrical hazards, first aid and explosives
- Health and safety aspects of the tasks to which the new miner will be assigned
- Such other courses as may be required by the District Manager based on circumstances and conditions at the mine

This class consists of:

- 24 Hours Lecture
- 0 Hours Lab
- 24 Hours Total Instruction

OSHA 10-HOUR CONSTRUCTION

As Interest Demands

This 10-hour construction OSHA program is intended to provide instruction on construction industry safety and health topics and to introduce participants to the OSHA Safety Standards. Upon completion of the 10-hour course, participants will receive credentials directly from OSHA. This safety and health training is becoming a requirement for work on projects by many contractors or their customers. This OSHA class is a 2-day course. Upon completion, this course will provide an update of 9 of the 18 MUST modules and will extend your expiration date for those modules out 4 years from the date of class completion. **(General Industry OSHA 10 is also available.)**

In the event you cannot attend one of our scheduled classes, you now have the option of taking the course online. It will still take you 10-hours to complete. Please note that we **require you to use the online program that is linked with the "MUSTonline.org."** You must pay the required fee of $59 for OSHA 10-Hour. Print out your payment receipt and mail in a copy to us with a copy of the "yellow" certification card that will be sent to you in the mail after completing the course. We can then reimburse you.

Objectives of this course include the following:

- Introduction to OSHA
- OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught In/Between
- Personal Protection and Lifesaving Equipment
- Health Hazards in Construction – including: Hazard Communication and Silica
- Electives: Materials Handling, Storage, Use and Disposal; Tools – Hand and Power; Scaffolds; Cranes, Derricks, Hoists, Elevators, and Conveyors; Excavations; Stairways and Ladders

This class consists of:

- 10 Hours Lecture
- 0 Hours Lab
- 10 Hours Total Instruction

OSHA 30-HOUR CONSTRUCTION

Location	Dates	Time
Grand Rapids	12/18/23 - 12/21/23	7:30 AM - 4:30 PM
Howell	01/15/24 - 01/18/24	7:30 AM - 4:30 PM
Gladstone	01/29/24 - 02/01/24	7:30 AM - 4:30 PM
Howell	03/18/24 - 03/21/24	7:30 AM - 4:30 PM

This course covers thirty (30) hours (four days) of training to recieve the OSHA 30-Hour Construction Industry course completion card. The course is comprised of several sections and covers topics pertaining to regulations covered by Standard 29 CFR 1926. The successful completion of this course will help meet the Construction Industry Standards established by OSHA. Upon completion, this course will provide an update of all 18 MUST modules and will extend your expiration date out 4 years from the date of class completion.

Please double-check your calendar prior to scheduling this class to be sure you can be in attendance for the full 30-hours.

(General Industry OSHA 30 also available)

In the event you cannot attend one of our scheduled classes, you now have the option of taking the course online. It will still take you 30-hours to complete. Please see next page for step-by-step instructions.

Objectives of this course include the following:

- Introduction to OSHA
- OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught In/Between
- Personal Protective and Lifesaving Equipment
- Health Hazards in Construction – including: Hazard Communication and Silica
- Stairways and Ladders

Electives (as follows):

- Fire Protection and Prevention
- Materials Handling, Storage, Use and Disposal
- Tools – Hand and Power
- Welding and Cutting
- Scaffolds
- Cranes, Derricks, Hoists, Elevators, and Conveyors
- Confined Space
- Concrete and Masonry Construction
- Steel Erection
- Safety and Health Program
- Excavation
- Powered Industrial Vehicles
- Ergonomics
- Motor Vehicles, Mechanized Equipment and Marine Operations; Rollover Protective Structures and Overhead Protection; and Signs, Signals and Barricades

This class consists of:

- 30 Hours Lecture
- 0 Hours Lab
- 30 Hours Total Instruction

MUST OSHA 30

This OSHA 30 class will be the equivalent of the class taken at the Training Center. Upon completion you must submit your receipt and Certificate of Completion to the Sam T. Hart Education Center to get reimbursed and class credit. You may send this via mail or email.

Instructions:

Step #1: Log on to the MUST web page. **www.mustbsafe.com**

1. Username is full social security number (no spaces or dashes).
2. Password is the first 4 digits of social security number.

Step #2: Scroll to bottom of page and click "Online OSHA 10/30". Click "ok" when it asks to redirect you off site.

Step #3: Once the new page is open, on the left-hand side near the bottom click "OSHA 10/30 Programs"

Step #4: The screen will change, look to the far right of screen to find "OSHA 30: Construction Industry Outreach Training" and now click "add to cart". When the box pops up you will then click on "view cart". Once you are viewing your cart you will click on "secure checkout".

Step #5: You must now create an individual MUST account by clicking on "Create an individual account"

1. Accept the terms and conditions.
2. Fill in billing information section.
3. Fill in account information.

Step #6: You may now enter your discount code using the code IUOE152023. The total should adjust to $135.15.

1. Now finish filling out credit card information.
2. Print receipt and save PDF for future documentation.
3. Follow prompts to access training.

Step #7: You must have a receipt and a Certificate of Completion to get reimbursed the $135.15.

If you have any problems, you may contact the Operating Engineers Local 324 Sam T. Hart Education Center at 517-546-9610.

PAVING (40-HR)

Dates: As Interest Demands

This 40-hour class has been developed to teach Journeymen and Apprentices the fundamentals of paving, from operating the paver and working with the screed on grade and crowns, to operating the roller in a variety of scenarios. The majority of this class will consist of training in the field so students can get the practical "hands-on" experience on both the paving and rolling equipment.

Objectives of this course include the following:

- Introduction to safe operation of paving equipment
- Introduction to safe operation of rolling equipment

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

SCRAPER CLASS (40-HR)

Dates: As Interest Demands

This class is designed for the individual with no prior experience operating a scraper. It will help the Journeyman or Apprentice understand the fundamentals. The majority of this class will have the member outside gaining practical "hands-on" experience on the machine using a variety of job-related situations.

Objectives of this course include the following:

- Introduction to safe operation of the scraper
- Orientation to working with a self-elevating scraper and push cat doing a combination of cuts, fills and finish grading

This class consists of:

- 2 Hours Lecture
- 38 Hours Lab
- 40 Hours Total Instruction

SUPERVISOR/FOREMAN (40-HR)

Location	Dates	Time
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM

Pre-Requisites: All MUST Safety Modules

This class has been developed to provide seasoned members with the knowledge and training they need to become a team leader on the job site. The class provides training in job safety, scheduling, dispute resolution, daily reporting documentation and blueprint reading with detail sheets. There will also be extensive work with math formulas, estimating and job costing. Then we will put your knowledge to the test in a real life, hands-on scenario as you work up a project layout. The last portion of the class will involve role-playing with various site scenarios that a project supervisor/foreman should know how to deal with in an effective and efficient manner.

Objectives of this course include the following:

- Preparation team leader role

This class consists of:

- 20 Hours Lecture
- 20 Hours Lab
- 40 Hours Total Instruction

BASIC WELDING 1 - SMAW (40-HR / 48-HR)

Location	Dates	Time
Howell	10/23/23 - 10/27/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24**	8:00 AM - 4:30 PM
Howell	01/16/24 - 02/22/24*	6:00 PM - 10:30 PM
Howell	04/15/24 - 04/19/24**	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM
Howell	06/03/24 - 06/07/24	8:00 AM - 4:30 PM
Howell	06/17/24 - 06/24/24**	8:00 AM - 4:30 PM

*Tuesday and Thursday evenings for six weeks.
**Technician Apprentices only.

This is a beginning theory and practice course designed to instruct welders in welding safety, welding techniques utilizing Shielded Metal Arc Welding (SMAW), and cutting torch systems. Practice will consist of these methods of joining steel in the flat, horizontal, vertical, and overhead positions. Each student receives individual time with the instructor and progresses at their own skill rate. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

NOTE: This welding course encompasses skill levels from little or no experience to advanced welding techniques. It is for members who want to learn a new skill or enhance their current skill level.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Objectives of this course include the following:

- Introduction to safe setup and proper use of oxyacetylene and plasma cutting and SMAW welding

Daytime class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

Evening class consists of:

(Six weeks on Tuesday and Thursday 6:00 - 10:00 pm)

- 10 Hours Lecture
- 38 Hours Lab
- 48 Hours Total Instruction

BASIC WELDING 2 - GMAW (40-HR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23**	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24**	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM
Howell	05/20/24 - 05/24/24	8:00 AM - 4:30 PM
Howell	07/08/24 - 07/12/24	8:00 AM - 4:30 PM

**Tech apprentices only

This is a beginning theory and practice course designed to instruct welders in welding safety, welding techniques utilizing Gas Metal Arc Welding (GMAW) and plasma cutting. Practice will consist of these methods of joining steel in the flat, horizontal, vertical, and overhead positions. Each student receives individual time with the instructor and progresses at their own skill rate. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

NOTE: This welding course encompasses skill levels from little or no experience to advanced welding techniques. It is for members who want to learn a new skill or enhance their current skill level.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Objectives of this course include the following:

- Introduction to safe setup and proper use of GMAW arc welding

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

BASIC WELDING 3 - SMAW/GMAW (40-HR)

Dates: As Interest Demands

**Tech apprentices only

This course provides training to develop skills necessary to produce quality multi-pass groove welds in the flat, horizontal, vertical, and overhead positions using SMAW and GMAW. Welding related information is also provided on hard surfacing, repair of cast iron and metal identification. The art of Air Carbon Arc Cutting will be introduced. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

The basic welding class or equivalent experience is a pre-requisite for the advanced welding class.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Prerequisite: Basic Welding I & Basic Weldig II must be taken prior to this class

Objectives of this course include the following:

- Introduction to advanced welding techniques and positions

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

APPRENTICES

Responsibilities of Apprentices

The Local Joint Apprenticeship Committee should impress upon indentured Apprentices that in signing the Apprenticeship Agreement, they have voluntarily agreed to abide by provisions of the local standards. Apprentices should be informed of the following responsibilities and obligations:

- To perform diligently and faithfully the work of the trade and other pertinent duties as assigned by the employer in accordance with the provisions of the standards
- To respect and protect the property and equipment of the contractor and abide by the working rules and regulations of the contractor and the JATF
- To attend regularly and complete satisfactorily the required hours of related school instruction
- To maintain such records of work experience and related school instruction as required by the JATF
- To develop safe working habits and conduct himself/herself in such a manner as to assure his/her own safety and the safety of his/her fellow workers
- To satisfactorily work for the contractor to whom assigned to the completion of his/her Apprenticeship, based on the Collective Bargaining Agreements, unless his/her Apprenticeship Agreement is terminated by the JATF
- To conduct himself/herself in a credible, ethical, and moral manner, realizing that much time, money and effort is expended to afford him/her an opportunity to become a skilled craftsperson
- To abide by all policies and procedures of the JATF

Any Apprentice staying at the hotel during training will be required to attend all night classes offered at the Sam T. Hart Education Center in Howell.

Block Training Exceptions: If you are employed during your scheduled Block Training, you must have your employer send a letter to the Sam T. Hart Education Center in Howell stating that you are currently working. If you are unemployed and feel you have a legitimate reason why you cannot attend, you must write a letter to the Board of Trustees for review. Mr. Haberkorn or Mr. Zinser will contact you for further discussion. If you do not notify us, you could be put on suspended status. If we have not received notice by the next Board Meeting, your Apprenticeship Agreement may be terminated for non-participation.

KEEP YOUR RECORDS CURRENT

NOTIFY THE APPRENTICESHIP OFFICE WITHIN 24 HRS:

- Change of address (also notify Local 324's Main Office)
- Change or addition of phone (home, cell, etc.) (also notify Local 324's Main Office)
- Change of e-mail address
- Change of contractor
- Laid-off - Call Apprentice Coordinator (and call every 30 days thereafter.)

Please be advised that monthly logbook hours are an important interim record used by the Apprenticeship office. Accordingly, the Administrative and Deportment Subcommittee has authorized the penalty of **deferred wage increases** and other such disciplinary action as necessary to assure that these records are received. **You should submit your monthly hours using the "Busy Busy App" by the 10th day of the following month, whether you are working or not. When entering or sending in the monthly hours with zero (0) hours of work, indicate the date you were laid off.**

Annual Apprentice Meeting

You will soon be mailed the date of your Annual Apprentice-Meeting at Operating Engineers Local 324 Sam T. Hart Education Center or the Northern Michigan Construction Career Center.

Apprentices traveling from outside of the 100-mile radius may stay at the hotel. Please contact the Sam T. Hart Education Center in Howell to determine if you qualify for a room.

Failure to attend this meeting could jeopardize your Apprenticeship.

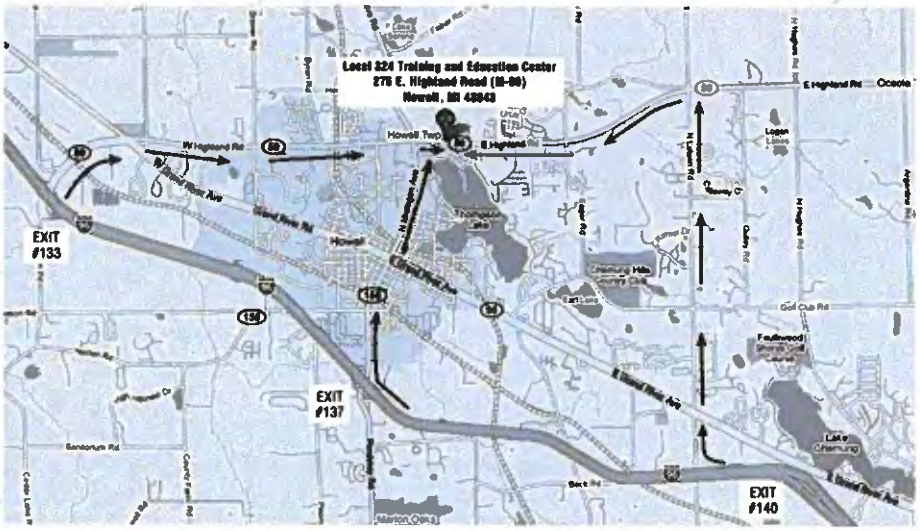
REMEMBER: YOU MUST REPORT EVERY 15 DAYS TO STAY CURRENT ON THE OUT-OF-WORK LIST.

DIRECTIONS TO:

Operating Engineers Local 324

Sam T. Hart Education Center

275 E. Highland Road (M-59) Howell, Michigan 48843



From Detroit Area: I-96 to Exit 137 (Pinckney Road/D-19)

Go North on Pinckney Road/D-19 (turns into Michigan Avenue at Mason Road) to the 6th traffic light, turn right (east) on Highland Road (M-59), go approximately 1,000 feet and turn left into parking lot.

From Lansing Area (West): I-96 East to Exit 133 (M-59).

Go East on M-59 (Highland Road) for approximately 4 miles, just past Michigan Avenue, go approximately 1,000 feet and turn left into parking lot.

From Pontiac Area (East): Take M-59 West

The Training and Education Center is approximately 8 miles west of the M-59 and U.S. 23 junction, located just before Michigan Avenue on the right/north side of the road.

From Flint Area (North): U.S. 23 South to Exit 67 (M-59).

Turn right (west) and go approximately 8 miles to the Training and Education Center, located just before Michigan Avenue, on the right/north side of the road.

DIRECTIONS TO:

Gladstone Training Center

802 Clark Drive Gladstone, MI 49837



Take Highway 2 to Gladstone, turn west on M-35 and go approximately 2 miles, turn right on Clark Drive and go approximately 2 blocks. The Training Center is on the right side.

OPERATING ENGINEERS 324

Journeyman and Apprentice Training Fund, Inc.

275 East Highland Road
Howell, MI 48843

www.oe324.org/training

NON-PROFIT
U.S. POSTAGE
PAID
DETROIT, MI
PERMIT #1328

MASCI MEMBER

Michigan Apprenticeship Steering Committee, Inc.

HELMETS TO HARDHATS

Alliance
A MIOSHA Cooperative Program



TRAINING PROGRAMS

PIPELINE WORKER PROGRAM*

Full course: 16 hours

Students will build their skills at recognizing hazards, understand how to control hazards such as :

Hazard recognition and control

Front end operational hazards and controls

Rigging and hoisting hazards and controls

Pipe hazards and controls

Pipe assembly and coating hazards and controls

Specialized work hazards and controls

Environmental hazards and controls

Back end operational hazards and controls

You will also learn how to operate vehicles and equipment properly, you will learn proper work preparation.

You will also review PPE and WHIMIS requirements.

WIND FARM WORK PROGRAM*

Translate »

JOB READINESS / LIFE SKILLS*

LINE & GRADE

MASON TENDING

MINE SAFETY & HEALTH

OSHA 10 - CONSTRUCTION

OSHA 30 - CONSTRUCTION

PIPELINE TECHNOLOGY / SAFETY

PIPE LAYING PRINCIPLES

QUALIFIED RIGGER & SIGNAL PERSON

SKID STEER / LOADER SAFETY

Translate »

24.

Barker Weber
INSURANCE AGENCY, INC.

December 18, 2023

Bailey Excavating, Inc.
1073 Toro Dr.
Jackson, MI 49201

RE: Workers Compensation – Experience Modification Rating Factor History

Dear Rhonda,

Thank you for your inquiry regarding your Workers Compensation Experience Rating Modification history. The following were developed for each rating year:

Rating Period Dates	Company	Modification Factor
06/01/2023-2024	Accident Fund Insurance Company	1.00
06/01/2022-2023	Accident Fund Insurance Company	1.00
06/01/2021-2022	Accident Fund Insurance Company	1.27

Please let us know if you have ay questions.

Sincerely,

Eric K. Jenks

Eric K. Jenks for:
Steve Lefere

Enclosure

2501 Spring Arbor Rd. • PO Box 985 • Jackson, MI 49204 • www.barkerweberinsurance.com
office 517.783.2608 • **tollfree** 800.878.7283 • **fax** 517.783.4674

25

OSHA

21-006106802

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
STEVE BLISS

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106803

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
BLAKE BLODGETT

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106804

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
FRED CARPENTER

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106805

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
FRED CARPENTER II

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106806

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
KEGAN COCHRANE

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106808

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
PATRICK CONSLEY

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106809

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MIKE CRABTREE

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106810

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
TYLER DARNELL

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106811

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
BILLY DAVIS

Gregory Brooks — Trainer Name
05/03/2022 — Date of Issue

OSHA

21-006106812

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHRIS EUBANKS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106813

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MIKE HAVENS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106814

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
HUNTER HUGHES

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106815

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
JOE IRISH

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106816

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MARK IRVING

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106817

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
RYAN JOHNSON

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106818

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
YENQUIER JORGE

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106819

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
JOEY KEMPLIN

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106801

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MARK MAGNER

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106822

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
JUAN MENA

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106820

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
BOB LEY

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106821

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
STEVE LOGAN

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106823

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
TIM NEVINS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106824

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
SAM PANCAKE

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106825

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
RAY PANKHURST

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106826

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
PAT PARKER

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106827

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CONNER PETERS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106828

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
ZAITHON REDDICK

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106829

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
TOM ROWLAND

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106831

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MATT SHERMAN

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106830

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
RODNEY SLOAN

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106832

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
ED SWARTZ

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106833

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
KIRK SWARTZ

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106834

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHAD WHITNEY

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA

21-006106835

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHAD WRIGHT

Gregory Brooks	05/03/2022
Trainer Name	Date of Issue

OSHA's Form 300A (Rev. 01/2004)
Summary of Work-Related Injuries and Illnesses

Year 2023

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

l establishments covered by Part 1904 must complete this Summary page, even if no injuries or esses occurred during the year. Remember to review the Log to verify that the entries are complete

sing the Log, count the individual entries you made for each category. Then write the totals below, aking sure you've added the entries from every page of the log. If you had no cases write "0."

mployees former employees, and their representatives have the right to review the OSHA Form 300 in entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of...	(M)		(M)
1) Injury	0	(4) Poisoning	0
2) Skin Disorder	0	(5) Hearing Loss	0
3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name: BAILEY EXCAVATING, Inc.

Street: 1073 TORO DRIVE

City: JACKSON State: MICHIGAN Zip: 49201

Industry description (e.g., Manufacture of motor truck trailers)
CONSTRUCTION

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
____ ____ ____ ____

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
____ ____ ____ ____ ____ ____

Employment information

Annual average number of employees: 40

Total hours worked by all employees last year: 72,980

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Rhonda L. Blair

Company executive

Executive Finance
Title

517-750-3030
Phone

1/26/2024
Date

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 2022

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Total number of... (M)			
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Establishment information

Your establishment name BAILEY EXCAVATING, INC.

Street 1073 TORO DRIVE

City JACKSON State MICHIGAN Zip 49201

Industry description (e.g., Manufacture of motor truck trailers)
Construction

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees 40

Total hours worked by all employees last year 65,440.50

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

Office Manager
Title

517-750-3030
Phone

1/25/2023
Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 04/2004)

Summary of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it.
Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Year 20 21

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of . . . (M)			
(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name: Bailey Excavating, Inc.

Street: 1073 Toro Drive

City: Jackson State: MI Zip: 49201

Industry description (*e.g., Manufacture of motor truck trailers*)

Construction

North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information *(If you don't have these figures, see the Worksheet on the next page to estimate.)*

Annual average number of employees: 40

Total hours worked by all employees last year: 65,204.00

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive: [signature] Title: Vice President

Phone: 517-750-3030 Date: 1/31/2022

Reset

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

49% of our employees are local residents

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

See Attached

Bailey Excavating, Inc. / Jacob W. Bailey

Print Firm Name/Principal

Signature/Principal

March 12, 2024

Date

26.

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

OPERATING ENGINEERS LU 324 JATF
275 E. Highland Rd.
Howell , MI 48843

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI015780065 - OPERATING ENGINEERS LU 324 JATF:**

OPERATING ENGINEERS LU 324 JATF
275 E. HIGHLAND RD.
HOWELL , MI 48843

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI2023004718		Peters, Conner	OPERATING ENGINEER (0365 V1) Time-Based	7/17/2023		

Certified by the U.S. Department of Labor

Date Issued: 12/12/2023

****VOID 90 DAYS FROM ISSUE DATE****

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

Bailey Excavating, Inc.
1073 Toro Drive
Jackson , MI 49201

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI007970001 - LIUNA Training of Michigan:**

LIUNA Training of Michigan
11155 South Beardslee Road
Perry , MI 48872

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI202300474	***-**-5475	KERR, JAMES	Construction Craft Laborer (0661 V1) Time-Based	8/2/2023		

Certified by the U.S. Department of Labor

Date Issued: 12/12/2023

****VOID 90 DAYS FROM ISSUE DATE****

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

Operating Engineers, LU 324 JATF
275 E. Highland Rd
HOWELL , MI 48843

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI015780065 - OPERATING ENGINEERS LU 324 JATF:**

OPERATING ENGINEERS LU 324 JATF
275 E. HIGHLAND RD.
HOWELL , MI 48843

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI202000246		Irish, Joseph P	OPERATING ENGINEER (0365 V1) Time-Based	7/6/2020		

Certified by the U.S. Department of Labor

Date Issued: 7/6/2022

****VOID 90 DAYS FROM ISSUE DATE****

Bailey Excavating, Inc.

1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

EQUAL OPPORTUNITY EMPLOYER

EQUAL EMPLOYMENT OPPORTUNITY POLICY
FOR
BAILEY EXCAVATING, INC

It is the policy of Bailey Excavating, Inc. to assure Equal Opportunity in all aspects of employment to applicants. The hiring of all employees are to treated without regard to their race, religion, sex, color or national origin, sexual orientation, gender identity, age, height, weight, marital or veteran status, arrest record or disability. Such action shall include: employment, upgrading, demotion or transfer; recruitment or recruitment advertising, lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training.

April 5th, 2022
DATE

JACOB W. BAILEY, EEO OFFICER

An Equal Opportunity Employer

CHECKLIST FOR BID SUBMITTAL

✓ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ NOTARY SIGNATURE – Please make sure that Page P 13 of 28 and Page P 17 of 28 are notarized.

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: PJ85AFN51723 if you have received it.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: March 11th, 2024

In compliance with your invitation for bids dated **February 21, 2024** to perform

PARKING LOT 21 IMPROVEMENTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Michigan Paving & Materials Company
   organized and existing under the laws of the State of Michigan
   with offices at 1600 N. Elm Ave, Jackson Michigan
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-1713135

(Corporate Seal, if applicable)

Name of Bidder: Michigan Paving & Material Company

Signed By: Matt Clift / Area Manager

Its: Area Manager

BID SHEET

DATE:

PROPOSAL FOR: PARKING LOT 21 IMPROVEMENTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1500001	Mobilization, Max (10%)	LSUM	1.0	8,250.00	8,250.00
2	2040020	Curb and Gutter, Rem	Ft	15.0	24.20	363.00
3	2040045	Masonary and Concrete Structure Removal	Cyd	20.0	82.50	1650.00
4	2040055	Sidewalk, Rem	Syd	14.0	9.90	138.60

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	2040080	Exploratory Investigation, Vertical	Ft	8.0	55.00	440.00
6	2047001	Pavt Sawcut	Ft	100.0	4.40	440.00
7	2047011	HMA Surface, Rem, Modified	Syd	1,560.0	9.90	15,444.00
8	2050031	Non Haz Contaminated Material Handling and Disposal, LM	Cyd	10.0	165.00	1,650.00
9	2057021	Geogrid	Syd	1,400.0	4.13	5,782.00
10	2080036	Erosion Control, Silt Fence	Ft	100.0	3.58	358.00
12	2087050	Erosion Control, Inlet Protection, Grate Filter Rectangular	Ea	12.0	165.00	1,980.00
13	2087050	Erosion Control, Inlet Protection, Grate Filter Round	Ea	1.0	165.00	165.00
14	3027011	Aggregate Base, 8 inch, 21AA, Modified	Syd	1,560.0	19.25	30,030.00
15	3060020	Maintenance gravel	Ton	65.0	33.00	2,145.00
16	4027001	Sewer backfill, Class II	Ft	90.0	38.50	3,465.00
17	4027001	Sewer, DI, 8 inch	Ft	90.0	82.50	7,425.00
18	4037050	Catch Basin Cover, Curb	Ea	2.0	715.00	1,430.00
19	4037050	Catch basin, 48 inch dia	Ea	2.0	4,950.00	9,900.00
20	4037050	Mh Cover, Std	Ea	1.0	742.50	742.50
21	4037050	Storm Manhole, 48 inch dia	Ea	1.0	5,170.00	5,170.00
22	4037050	Utility Structure Cover, Adj, Case 1, Modified	Ea	1.0	605.00	605.00
23	5010033	HMA, 13A	Ton	420.0	198.15	83,223.00
24	8020038	Curb and Gutter, Conc, Det F4	Ft	200.0	38.50	7,700.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
25	8030044	Sidewalk, Conc, 4 inch	Sft	125.0	16.50	2,062.50
26	8110204	Pavt Mrkg, Preformed Thermopl, Accessible Sym	Ea	3.0	1,000.00	3,000.00
27	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	8.0	57.75	462.00
28	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	8.0	1.54	12.32
29	8120026	Pedestrian Type II Barricade, Temp	Ea	7.0	46.20	323.40
30	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	60.0	14.63	877.80
31	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	60.0	1.54	92.40
32	8120140	Lighted Arrow, Type C, Furn	Ea	1.0	292.60	292.60
33	8120141	Lighted Arrow, Type C, Oper	Ea	1.0	15.40	15.40
34	8120170	Minor Traf Devices	LSUM	1.0	2,500.00	2,500.00
35	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	129.0	3.58	461.82
36	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	129.0	.28	36.12
37	8120352	Sign, Type B, Temp, Prismatic, Special, Furn	Sft	10.0	3.69	36.90
38	8120353	Sign, Type B, Temp, Prismatic, Special, Oper	Sft	10.0	.28	2.80
39	8120370	Pavt Mrkg, Waterborne, 4 inch blue	Ft	440.0	.54	237.60
40	8120370	Pavt Mrkg, Waterborne, 4 inch white	Ft	1,000.0	.48	480.00
41	8120370	Post. Steel, 3 pound	Ft	101.0	22.00	2,222.00
42	8120370	Project Cleanup	LSUM	1.0	4,000.00	4,000.00
43	8120370	Sign, Type III, Erect Salvage	Ea	7.0	55.00	385.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
44	8120370	Sign, Type III, Rem	Ea	7.0	82.50	577.50
45	8120370	Site grading	LSUM	1.0	5,500.00	5,500.00
46	8120370	Traf Regulator Control	LSUM	1.0	3,000.00	3,000.00
47	8167011	Turf Establishment, Performance	Syd	60.0	7.43	445.80
				TOTAL		$215,520.06

TOTAL BID WRITTEN OUT:
Two Hundred Fifteen thousand five Hundred twenty dollars and Six cents

Submitted Bid:	# 215,520.06
Labor Costs:	Included
Materials Costs:	Included
Equipment Costs:	Included
Possible Change Orders:	NONE At this time

Bidder's Name:	Michigan Paving & Materials Company
Address:	1600 N. Elm Ave
City, State, Zip:	Jackson, Michigan 49204
Telephone:	1-517-787-4200
Fax:	

RESPONSIBLE CONTRACTOR BID EVALUATION CRITERIA

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	$215,520^{00}$
Labor Costs:	Included
Materials Costs:	Included
Equipment Costs:	Included
Possible Change Orders:	None at this time

Corporate Accountability (25%)

1. Qualifications of management and supervisory personnel to be assigned by the bidder.
2. References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.
3. Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
4. Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
5. A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximate dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

Workplace Safety (25%)

1. The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.
2. Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.
3. All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course for safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.
4. Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status.

Workforce Development (15%)

1. Documentation as to pay rates of employees and whether the bidder provides health insurance, pension or other retirement benefits, paid leave, or other benefits to its employees.
2. Documentation if the bidder participates in a Registered Apprenticeship Program that is registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship.
3. Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

Social Equity (10%)

1. A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, in its construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
2. Evidence of Equal Employment Opportunity Programs for minorities, women,

veterans, returning citizens, and small businesses.

3. Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity or expression, height, weight, or disability.

Email Address:	Matthew.uletrecht@mipme.com
Federal ID Number:	38-1713135
Bid Signed By:	MATTHEW L. UETRECHT Print or Type
Title:	AREA MANAGER

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Matthew L. U Its AREA MANAGER

CONTRACT COMPLIANCE

DATE: February 21, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

MATTHEW L. UETRECHT certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment MATTHEW L. UETRECHT understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: MARCH 11TH, 2024

By: Michigan Paving & Materials Company
(Bidder's Name)

By: [signature]
(Signature)

By: AREA MANAGER
(Title)

1600 N. ELM AVE
Address

Jackson
City

Michigan 49204
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Michigan Paving & Materials Company

ADDRESS: 1600 N. Elm Ave
Jackson Michigan 49204

SIGNED BY: Matthew L. Uetrecht

TITLE: Area Manager

DATE: March 11th, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: March 11th 2024

By: Michigan Paving & Materials Company
(Bidder's Name)

By: [signature]
(Signature)

By: Area Manager
(Title)

1600 N. Elm Ave
Address

Jackson
City

Michigan 49204
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

MATTHEW L. UETRECHT, being first duly sworn, deposed and says that:

1. He is AREA MANAGER of, Michigan Paving & Materials Company the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: March 11th, 2024 By: Michigan Paving & Materials Company
(Company)

By: MATTHEW L. UETRECHT
(Title) AREA MANAGER

Subscribed and sworn to before me, a Notary Public, this 11th day of March, 2024.

Teresa Lynn Rose

Notary Public, Jackson County,
My commission expires: 1-15-2028

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

1. Spartan Barricade - 781 Hull Rd. Mason Mi.
2. Industrial Commercial Stripings - 5400 Grand River New Hudson, MI
3. Concord Excavating - 13340 Strings Arbor Rd, Concord Michigan

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, MATTHEW L. LICHTRECHT an authorized representative of Michigan Paving & Materials Company am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated March 11th 2024 / AREA MANAGER

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name MATTHEW L. UETRECHT	Company Michigan Paving & Materials Company
Telephone	Email Address

Contract or matter pending with the City:

_____

_____

I, MATTHEW L. UETRECHT, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: NA

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: N/A

Property interest:

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: N/A

City Department:

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: N/A

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

N/A

Additional information regarding any of the above:

N/A

☒ None of the above apply.

Dated: MARCH 11TH 2024

[signature] AREA MANAGER
Signature

Subscribed and sworn to before me, a Notary Public, this 11th day of March, 20 24.

Teresa Lynn Rose

Notary Public, Jackson County,
My commission expires: 1-15-2028

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

MATTHEW L. LUETRECHT / AREA MANAGER
Name and Title of Authorized Representative

Michigan Paving & Materials Company
Name of Participant Agency or Firm

Signature of Authorized Representative

March 11th 2024
Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Michigan Paving & Materials Company
2. Established: Year 1963 Number of Employees 351
3. Type of organization: Individual___ Partnership ___ Corporation ✓ Other ___
4. Former name(s) if any, and year(s) in business

Thompson - McCully Company 60 YEARS

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: Village of Manchester
Address: Manchester Michigan
Phone: 1-734-428-7877 / 517-795-9712 (cell)
Contact: Brent Jones
Type of Work: Street and Parking Lot Paving
Budget: 529,000 ±

5.2 Company Name: Village of Clinton
Address: 119 E. Michigan Ave, Clinton Michigan
Phone: 517-456-7494
Contact: Glenn
Type of Work: Street Improvement, Paving, Curb + Gutter
Budget: ± 307,000.00

5.3 Company Name: JSP
Address: 4335 County Farm Rd. Jackson Mi
Phone: 517-748-5228
Contact: Todd Mauk
Type of Work: Rdway + Parking Area Paving
Budget: 153,000 ±

I certify that all of the information provided is true and answered to the best of my ability.

Signed_____ Name_____

Title_____ Date_____

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Michigan Paving & Materials Company
ADDRESS:	2575 S. Haggerty Rd. Suite 100
CITY, STATE, ZIP:	Canton, Mi. 48188
TELEPHONE:	1-734-397-2050
OFFICERS:	
President:	Email Address:
Vice President:	Email Address:
Secretary:	Email Address:
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	Same as above
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	2019

CRITERIA 3:

State and local licenses and license numbers held by your organization:

None Required

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

OSHA

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Truck drivers will have CDL Licenses No others Required

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

We participate in E-Verify

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors. Will provide upon award of Bid

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan. Letter attached from bonding company

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

X NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

_____ NONE

1- MIOSHA Violation - Subcontractor not using proper traffic control devices

1- MIOSHA Violation - Contractor not having certified First aid person on site - disputed - appealing

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

__X__ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Liberty Mutual Insurance Company
Type of Coverage:	General, Automobile, Excess Liability, Workmans Compensation
Telephone:	513-867-3822

Are you self-insured for Worker's Compensation Insurance? Yes__X__ No_____

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

All crew members will be employees of Michigan Paving & Materials Company. There will be 3 independent subcontractors performing work on the project.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

_X_ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

All wages and fringe benefits will be paid in accordance to the Contract wage requirements

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

Norm Hoch - Market Manager

Matthew L. Uetrecht - Area Manager

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved. List to Change Form Each. will be provided if needed

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

X Yes

_____ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

_____ Yes X No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

Will be provided for post low bid

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

Michigan Paving + Materials Co.

Print Firm Name/Principal

Signature/Principal

3/11/24

Date

Liberty Mutual.

Interchange Corporate Center
450 Plymouth Road, Suite 400
Plymouth Meeting, PA 19462-1644
PH. (610) 832-8240

BID BOND

Bond Number: 8200619-9694114

KNOW ALL MEN BY THESE PRESENTS, that we MICHIGAN PAVING & MATERIALS COMPANY

as Principal, (the "Principal"), and LIBERTY MUTUAL INSURANCE COMPANY, a mutual company duly organized under the laws of the Commonwealth of Massachusetts as Surety, (the "Surety"), are held and firmly bound unto
Ther City of Jackson
161 West Michigan Avenue,
Jackson, Michigan 49201

as Obligee, (the "Obligee"), in the penal sum of FIVE PERCENT OF AMOUNT BID

Dollars ($5%),

for the payment of which sum well and truly to be made, the 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 PARKING LOT 21 IMPROVEMENTS

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal within the period specified therein, or, if no period be specified, within sixty (60) days after opening, 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, or in the event of the failure of the Principal to enter into such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference in money not to exceed the penal sum 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. In no event shall the liability hereunder exceed the penal sum hereof.

DATED as of this 7th day of March, 2024.

MICHIGAN PAVING & MATERIALS COMPANY (Seal)
Principal

WITNESS/ATTEST:

By:
Name: Matthew L. Uetrecht, Area Manager
Title:

LIBERTY MUTUAL INSURANCE COMPANY (Seal)
Surety

By:
John Peters, Attorney-in-Fact

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8200619-9694114**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Richard Becker, Bill Brownell, Gregg Campbell, Henry Elden, Terry Heckerthorn, Norman Holm Jr., Robert Mayer, John Peters

all of the city of Lansing state of Michigan each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all bid bonds on behalf of Michigan Paving and Materials Company, and the execution of such bid bonds, in pursuance of these presents, shall be as binding as upon the Company as if they had been duly signed by the president and attested by the secretary of the Company in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 25th day of February, 2019.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 25th day of February, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.

COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this _____ day of _____, _____.

By: _____
Renee C. Llewellyn, Assistant Secretary

LMS-12890 LMIC OCIC WAIC Multi Co Bid Bond_062018

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

CHECKLIST FOR BID SUBMITTAL

✓ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ NOTARY SIGNATURE – Please make sure that Page P 13 of 28 and Page P 17 of 28 are notarized.

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: GU8DWHTSWJC4 if you have received it.

Western Surety Company

BID BOND
(Percentage)

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, That we Dunigan Bros., Inc.

_____ of

911 E South St, Jackson, MI 49203, hereinafter

referred to as the Principal, and Western Surety Company,

as Surety, are held and firmly bound unto City of Jackson

of 161 W Michigan Ave, Jackson, MI 49201,

hereinafter referred to as the Obligee, in the sum of _____ (5 %) percent of the greatest amount bid, for the payment of which we bind ourselves, our legal representatives, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Obligee on a contract for _____

Parking Lot 21 Improvements

_____.

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or contract documents with surety acceptable to Obligee; or if Principal shall fail to do so, pay to Obligee the damages which Obligee may suffer by reason of such failure not exceeding the penalty of this bond, then this obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 12th day of March, 2024.

Dunigan Bros., Inc.
(Principal)

By _____ (Seal)

Western Surety Company
(Surety)

By _____
Kathleen G DeLaney
Attorney-in-Fact

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

Form F5876

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Eric B Walton, Pamela K Bacon, Kathy L Corden, Kathleen G Delaney, Individually

of Jackson, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 10th day of January, 2024.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota
County of Minnehaha } ss

On this 10th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026

M. BENT
NOTARY PUBLIC
SOUTH DAKOTA

M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 12th day of March, 2024.

WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 3/12/24

In compliance with your invitation for bids dated **February 21, 2024** to perform

PARKING LOT 21 IMPROVEMENTS

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Dunigan Bros., Inc.
   organized and existing under the laws of the State of Michigan
   with offices at 911 E South St, Jackson, MI 49203
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-1250817

(Corporate Seal, if applicable)

Name of Bidder: Dunigan Bros., Inc.

Signed By: _____

Its: 3/12/24, President

BID SHEET

DATE:

PROPOSAL FOR: PARKING LOT 21 IMPROVEMENTS

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1500001	Mobilization, Max (10%)	LSUM	1.0	$12,830.00	$12,830.00
2	2040020	Curb and Gutter, Rem	Ft	15.0	$5.50	$82.50
3	2040045	Masonary and Concrete Structure Removal	Cyd	20.0	$110.30	$2,206.00
4	2040055	Sidewalk, Rem	Syd	14.0	$5.50	$77.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	2040080	Exploratory Investigation, Vertical	Ft	8.0	$88.90	$711.20
6	2047001	Pavt Sawcut	Ft	100.0	$3.90	$390.00
7	2047011	HMA Surface, Rem, Modified	Syd	1,560.0	$6.10	$9,516.00
8	2050031	Non Haz Contaminated Material Handling and Disposal, LM	Cyd	10.0	$42.80	$428.00
9	2057021	Geogrid	Syd	1,400.0	$1.60	$2,240.00
10	2080036	Erosion Control, Silt Fence	Ft	100.0	$2.30	$230.00
12	2087050	Erosion Control, Inlet Protection, Grate Filter Rectangular	Ea	12.0	$150.90	$1,810.80
13	2087050	Erosion Control, Inlet Protection, Grate Filter Round	Ea	1.0	$65.80	$65.80
14	3027011	Aggregate Base, 8 inch, 21AA, Modified	Syd	1,560.0	$24.50	$38,220.00
15	3060020	Maintenance gravel	Ton	65.0	$24.10	$1,566.50
16	4027001	Sewer backfill, Class II	Ft	90.0	$162.10	$14,589.00
17	4027001	Sewer, DI, 8 inch	Ft	90.0	$149.50	$13,455.00
18	4037050	Catch Basin Cover, Curb	Ea	2.0	$1,460.00	$2,920.00
19	4037050	Catch basin, 48 inch dia	Ea	2.0	$3,970.00	$7,940.00
20	4037050	Mh Cover, Std	Ea	1.0	$1,190.00	$1,190.00
21	4037050	Storm Manhole, 48 inch dia	Ea	1.0	$3,860.00	$3,860.00
22	4037050	Utility Structure Cover, Adj, Case 1, Modified	Ea	1.0	$717.80	$717.80
23	5010033	HMA, 13A	Ton	420.0	$177.70	$74,634.00
24	8020038	Curb and Gutter, Conc, Det F4	Ft	200.0	$39.70	$7,940.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
25	8030044	Sidewalk, Conc, 4 inch	Sft	125.0	$17.00	$2,125.00
26	8110204	Pavt Mrkg, Preformed Thermopl, Accessible Sym	Ea	3.0	$510.90	$1,532.70
27	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	8.0	$56.80	$454.40
28	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	8.0	$5.70	$45.60
29	8120026	Pedestrian Type II Barricade, Temp	Ea	7.0	$85.10	$595.70
30	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	60.0	$15.90	$954.00
31	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	60.0	$1.10	$66.00
32	8120140	Lighted Arrow, Type C, Furn	Ea	1.0	$227.10	$227.10
33	8120141	Lighted Arrow, Type C, Oper	Ea	1.0	$113.50	$113.50
34	8120170	Minor Traf Devices	LSUM	1.0	$4,260.00	$4,260.00
35	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	129.0	$2.30	$296.70
36	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	129.0	$1.10	$141.90
37	8120352	Sign, Type B, Temp, Prismatic, Special, Furn	Sft	10.0	$10.20	$102.00
38	8120353	Sign, Type B, Temp, Prismatic, Special, Oper	Sft	10.0	$1.10	$11.00
39	8120370	Pavt Mrkg, Waterborne, 4 inch blue	Ft	440.0	$3.10	$1,364.00
40	8120370	Pavt Mrkg, Waterborne, 4 inch white	Ft	1,000.0	$2.80	$2,800.00
41	8120370	Post. Steel, 3 pound	Ft	101.0	$9.70	$979.70
42	8120370	Project Cleanup	LSUM	1.0	$3,810.00	$3,810.00
43	8120370	Sign, Type III, Erect Salvage	Ea	7.0	$56.80	$397.60

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
44	8120370	Sign, Type III, Rem	Ea	7.0	$56.80	$397.60
45	8120370	Site grading	LSUM	1.0	$22,370.00	$22,370.00
46	8120370	Traf Regulator Control	LSUM	1.0	$340.10	$340.10
47	8167011	Turf Establishment, Performance	Syd	60.0	$15.00	$900.00
				TOTAL		$241,904.20

TOTAL BID WRITTEN OUT:

Two Hundred Thousand Forty One Thousand Nine Hundred Four Dollars and Twenty Cents

Submitted Bid:	241904.2
Labor Costs:	30000
Materials Costs:	37000
Equipment Costs:	30000
Possible Change Orders:	unknown at bid time

Bidder's Name:	Dunigan Bros., Inc.
Address:	911 E South St
City, State, Zip:	Jackson, MI 49203
Telephone:	517-787-4720
Fax:	517-787-3023

Email Address:	patrick@duniganbros.com
Federal ID Number:	38-1250817
Bid Signed By:	Patrick Dunigan Print or Type
Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By_____ Its 3/12/24

CONTRACT COMPLIANCE

DATE: February 13, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Dunigan Bros., Inc. certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment City of Jackson understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 3/12/24

By: Dunigan Bros., Inc.
(Bidder's Name)

By: _____
(Signature)

By: President
(Title)

911 E South St.
Address

Jackson
City

MI, 49203
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Dunigan Bros., Inc.

ADDRESS: 911 E South St.

Jackson,MI 49203

SIGNED BY:

TITLE: President

DATE: 3/12/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 3/12/24

By: Dunigan Bros., Inc.
(Bidder's Name)

By: _____
(Signature)

By: President
(Title)

911 E South St.
Address

Jackson
City

MI, 49203
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Patrick Dunigan, being first duly sworn, deposed and says that:

1. He is President of, Dunigan Bros., INc. the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 3/12/24 By: Dunigan Bros., Inc. (Company)

By: President 3/11/24 (Title)

Subscribed and sworn to before me, a Notary Public, this 12 day of March, 2024.

Notary Public, Jackson County,
My commission expires: 01/01/2029



SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Patrick Dunigan an authorized representative of Dunigan Bros., Inc. am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 3/12/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Patrick Dunigan	Dunigan Bros., INc.
Telephone 517-787-4720	Email Address patrick@duniganbros.com

Contract or matter pending with the City:

MLK TRail Reconstruction

I, Patrick Dunigan, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☒ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

Patrick DUnigan, Patrick Dunigan II, Drake Dunigan, Dustin Dunigan

Additional information regarding any of the above:

Active City Construction Contract

☐ None of the above apply.

Dated:

Patrick Dunigan
Signature

Subscribed and sworn to before me, a Notary Public, this 12th day of March, 2024.

Bul Bul Dutt

Notary Public, Jackson County,
My commission expires: 01/01/2029



Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

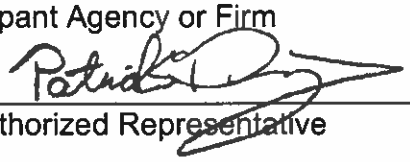
I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Patrick Dunigan, President

Name and Title of Authorized Representative

Dunigan Bros., Inc.

Name of Participant Agency or Firm



3/12/24

Signature of Authorized Representative — Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Dunigan Bros., Inc.
2. Established: Year 1945 Number of Employees 4027 Woodman Rd
3. Type of organization: Individual ___ Partnership X Corporation ___ Other ___
4. Former name(s) if any, and year(s) in business

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: US12 Sewer Improvements - Pittsfield Township, MI
Address: 1168 Oak Valley Dr, Ann Arbor, MI (stantec)
Phone: 734-277-7266
Contact: Mark Pascoe - Stantec
Type of Work: Sewer and road construction
Budget: 28,506,624.61

5.2 Company Name: Delta Township - Ultium 3 Battery plant water and sewer
Address: 3497 Coolidge Rd, East LAnsing, MI - Tetra Tech
Phone: 517-348-5541
Contact: Andy Heise - Tetra Tech
Type of Work: Sanitary Force Main, Watermain, Auger Boring, and Lift Stations
Budget: 12,588,626.00

5.3 Company Name: City of Fort Wayne - Superior St Utilities
Address: 200 E Berry St, Fort Wayne, IN
Phone: 260-740-1578
Contact: Ron Sheppard - City Utilities Construction Manager
Type of Work: SEwer, Water, and Road construction
Budget: 7,300,000.00

I certify that all of the information provided is true and answered to the best of my ability.

Signed Patrick Dunigan Name Patrick Dunigan
Title Presiden Date 3/12/24

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Dunigan Bros., Inc.
ADDRESS:	911 E South St
CITY, STATE, ZIP:	Jackson, MI 49203
TELEPHONE:	517-787-4720
OFFICERS:	
President: Patrick Dunigan	Email Address: pdunigan@duniganbros.com
Vice President: David Dunigan	Email Address:
Secretary: Patrick Dunigan II	Email Address: patrick@duniganbros.com
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	75
STREET ADDRESS:	911 E South St
CITY, STATE, ZIP CODE:	Jackson, MI 49203
UNDER CURRENT MANAGEMENT SINCE (DATE):	1985

CRITERIA 3:

State and local licenses and license numbers held by your organization:

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?
LIUNA Laborers training program apprentice/journeymen as well as in house operator, laborer, and management training through a dedicated continuous education program for all employees through BuildWitt Training as well as annual in house training.

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.
All work requiring licensed personal will be completed by a licensed contractor for that scope of work.

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.
This bid is in compliance will all above requirements

CRITERIA 6 (ATTACHMENT REQUIRED) ✓

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED) ✓

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☑ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☑ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	VTC Insurance Group
Type of Coverage:	Liability, property damage, comp.
Telephone:	248-530-3286

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☑

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

__x__ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

Warranty will be provided per the contract requirements

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

All wages will be paid as required by applicable laws as required by the contract documents.

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.
This ordance will be complied with with our contract and all subcontracts.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.
Change orders are not forseen at bid time.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.
See attached key personell listing.

CRITERIA 19 (ATTACHMENT REQUIRED): ✓

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
Quality assurance programs are used as required in contract documents. If not specifically required the contractor will work with the onsite engineer and testing agencies to assure the quality of the work is meeting the contract standards.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
Work will be continuous unless unforseen delays are encountered.

CRITERIA 22 (ATTACHMENT REQUIRED): ✓

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

No apprentices to be used.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☑ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☑ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
90 percent Jackson county based workforce

CRITERIA 28 (ATTACHMENT REQUIRED):

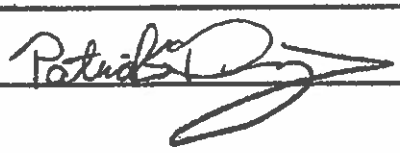
Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**
Dunigan Bros., inc is an equal opportunity employer and does not discriminate as required by the above statement.

Dunigan Bros., Inc, Patrick Dunigan

Print Firm Name/Principal



Signature/Principal

6/29/22

Date

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	
Labor Costs:	
Materials Costs:	
Equipment Costs:	
Possible Change Orders:	

Corporate Accountability (25%)

1. Qualifications of management and supervisory personnel to be assigned by the bidder.
2. References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.
3. Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
4. Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
5. A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximate dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

Workplace Safety (25%)

1. The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.
2. Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.
3. All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course for safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.
4. Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status.

Workforce Development (15%)

1. Documentation as to pay rates of employees and whether the bidder provides health insurance, pension or other retirement benefits, paid leave, or other benefits to its employees.
2. Documentation if the bidder participates in a Registered Apprenticeship Program that is registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship.
3. Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

Social Equity (10%)

1. A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, in its construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
2. Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.
3. Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity or expression, height, weight, or disability.

Criteria 7

CNA SURETY

2900 Charlevoix Drive SE, Suite 220
Grand Rapids, MI 49546

Kevin VanOtterloo
Underwriting Manager
Telephone 616-285-2682
800-432-9534 x2682
Email
Kevin.VanOtterloo@cna.com

March 22, 2022

To Whom it May Concern:

Re: Dunigan Bros, Inc.
911 E. South St.
Jackson, MI 49203

We are providing this information at the request of Dunigan Bros, Inc.

We have been providing surety bonds for Dunigan Bros, Inc. since 1979. We have approved bonds for them covering jobs up to $30,000,000 and potential work programs of $50,000,000. We would favorably consider both single jobs and work programs above these amounts.

We continue to be confident in this principal's ability to perform and recommend them for your favorable consideration.

Western Surety Company (NAIC# 13188) is an underwriting company of CNA Surety and is an approved surety on the Department of Treasury's Listing with a current US Treasury Limit of $153,342,000. Western Surety Company maintains an A (Excellent) AM Best Rating and a financial size of XIV.

This letter is not to be construed as an agreement to provide surety bonds for any particular project, but is offered as an indication of our past experience and confidence in this firm. Any specific request for bonds will be underwritten on its own merits.

Sincerely,

Kevin Van Otterloo

Criteria 6, 19, and 22

Dunigan BROS. INC.
JACKSON, MICH.

Schedule B
JOBS COMPLETED

Name – Ingham County Drain Commission – Montgomery Drain Division 5A
Engineer – Spicer Group
Work –3000 LF of 20" Forcemain, 500 LF of 16" Forcemain, and 6 Metering Stations
Amount $ 2,371,713.50
Completion Date – May 2022

Name – Village of Brooklyn, MI - M50 Lift Station
Engineer – Ripstra & Schepplеman
Work – Replacement of lift station
Amount $ 720,000.00

Name – City of Saline, 2021 Street Improvements
Engineer – Fleis & Vandenbrink
Work –Watermain, Sewer, Storm Sewer, and Street Construction
Amount $ 2,051,000.00
% Complete –95%
Start Date: May 2021
Completion Date – Nov 16th, 2021

Name – US12/M50 Box Culverts, Neering Drain, Lenawee County
Engineer – MDOT Jackson TSC
Work –12x5 and 12x7 box culverts under US12 and M50 in the Neering Drain
Amount $ 1,996,000.00
% Complete –95%
Start Date: August 2021

Name – City of Lansing, MI – Eastside Connector Non Motorized Path
Engineer – C2AE
Work –Shared use path construction
Amount $ 522,000.00
Start Date: April 2021
Completion Date – July 31st, 2021
Self perform – 60%

Name – City of Columbia City, Phase II CSO
Engineer – United Consulting Prime Contractor: RE Crosby
Work –1300 LF of 60" Sanitary Sewer (Labor and Installation Only)
Amount $ 445,000.00
Start Date: Oct 2020

Completion Date – January 2021
Self perform 100%

Name – City of Jackson, Chalet Terrace Reconstruction
Engineer – HRC
Work – Concrete Street Reconstruction
Amount $ 635,000.00
Start Date: October 2020
Completion Date – Dec 15th, 2020
Self perform 70%

Name – City of Eaton Rapids, State Street Reconstruction
Engineer – C2AE
Work –1800 Lf of Watermain, 70 water services, and street reconstruction
Amount $ 989,867.50
Start Date: Sept 2020
Completion Date – November 2020
Self perform 70%

Name – Village of Fowlerville, MI – North Street Reconstruction
Engineer – Wolverine Engineers & Surveyors
Work – 700 LF 12" DI Watermain, Storm Sewer ,Sanitary Sewer, and Street Reconstruction
Amount $ 796,000.00
Start Date: June 3rd, 2020
Completion Date – Sept. 1st, 2020
Self perform 70%

Name – City of Lansing, MI – Siphon #2 Replacement
Engineer – Fishbeck
Work – Reconstruction of a double barrel sewer siphon and new 12" watermain across the grand river via open cut construction.
Amount $ 2,873,498.30
Start Date: June 22nd 2020
Completion Date – October 2020
Self perform 75%

Name – City of Fort Wayne, IN – Superior Street Utility Improvements
Engineer – DLZ
Work – 820 LF of 36" and 48" Interceptor sewer, 800 lf of 12-16" Watermain, and road reconstruction.
Amount $ 1,929,913.40
Start Date: April 2020
Completion Date – October 2020
Self perform 75%

Name – West Side Overlay
Engineer – City of Jackson
Work – Profile Milling, ADA Ramp improvements, curb replacement, manhole casting replacements
Amount $ 1,100,000.00

Completion Date – Nov 2020
Self perform 80%

Name – Jackson County DOT, McDevitt Reconstruction – Contract A
Engineer – F&V
Work – 3700 LF of 12" watermain, Storm Sewer, shared use path construction, and full street reconstruction.
Amount $ 1,546,000.00
Start Date: April 27th, 2020
Completion Date – Sept. 1st, 2020
Self perform 70%

Name – Emily and Cora Dr Lift Stations – City of Portage, MI
Engineer – Abonmarche
Work – Replacement of 2 lift stations
Amount $ 1,496,676.00
Start Date – Sept 2019
Completion Date – Spring 2020
Self perform 85%

Name – Alro Steel Potterville Addition
General Contractor – O'Harrow Construction
Work – Sitework, utilities (1500 Lf 12" Watermain, 2500 Lf Storm Sewer), parking lots, and road construction, building/footing excavation and backfill for 160,000 SF addition.
Amount $ 2,000,000.00
Start Date: April 2019
Completion Date – June 2020
Self perform 100%

Name – Rickett Rd Utility and Street Construction, City of Brighton, MI
Engineer – Tetra Tech
Work – 1000 LF of 8" sanitary sewer and street reconstruction
Amount $ 979,159.70
Start Date – Sept 2019
Completion Date – June 1st, 2020
Self perform 75%

Name – City of Marshall, MI – Kalamazoo River Watermain
Engineer – Stantec
Work – 1600 LF 12" Watermain Construction including 800 LF HDD Rock bore under Kalamazoo River
Amount $ 701,000.00
Start Date: November 2018

Completion Date – June 2020
Self Perform 60%

Name – FY19 Watermain Replacement
Engineer – City of East Lansing, MI
Work – 4500 LF of 8" & 12" watermain replacement, water services, and street reconstruction
Amount $ 1,849,454.00
Completion Date – November 2019
Self perform 75%

Name – City of Fort Wayne, IN Huffman-Putnam Sewer Separation Phase 1 & 1A
Engineer – A&Z Engineering and DLZ Engineering
Work – 1600 LF of 48x76 RCP Elliptical pipe, 200 LF of 72" RCP, 2725 LF of 48" PP pipe, 1000 LF of 12" through 24" RCP, PP, and DI pipe, 2 Cast in Place Structures, Outfall Structure Modifications, road reconstruction, and rain garden construction.
Amount $4,897,056.40
Completion Date – October 2019
Self Perform 75%

Name – 2019 CDBG Street and Watermain Improvements
Engineer – City of Jackson
Work – Installation of new 12" watermain (1500 LF), 8" sanitary sewer (400 LF), and road reconstruction
Amount $ 1,211,882.30
Start Date – May 2019
Completion Date – August 2019
Self Perform 75%

Name – AMTRAK – Private Driveway Track Crossing Elimination Project
Engineer – Pathfinder Engineering
Work – Construction of 2 Private driveways to eliminate driveway crossings along high speed railway
Amount $ 185,000.00
Start Date: December 2018
Completion Date – August 2019
Self Perform 100%

Name – Essex Heights Watermain and Street Improvements
Engineer – City of Jackson, MI
Work – Installation of 5100 LF new 8"-12" watermain, 1500 LF sanitary sewer, and road reconstruction
Amount $ 2,404,862.90

Completion Date – June 28th, 2019
Self Perform 75%

Name – CR 300 & CR 700 Force Main, Columbia City, IN
Engineer – Donohue & Associates, Indianapolis, IN
Work – 39,000 Lf of 10" C900 Force Main including 3 auger bores and 10,000 LF of HDD
Amount $ 3,005,841.00
Start Date: January 14th, 2019
Completion Date – June 1st, 2019, pipe was substantially completed and operational by the early incentive date of 4/19/19.
Self Perform 70%

Name – Worth Township Sewage Disposal System Improvements –Contract 3
Engineer – Prien & Newhoff
Work – Installation of approx. 55,000 LF of 8"-12" gravity sewer, 3700 Lf of Force Main, 200 Manholes, and 665 sewer services. Depths up to 27'
Amount $8,236,000.00
Start Date: November 2017
Completion Date – November 2018
Self perform 90%

Name – Alro Steel Potterville Employee Parking Lot
General Contractor – O'Harrow Construction
Work – Retention pond, storm sewer, mass grading, and parking lot grading.
Amount $ 315,000.00
Start Date: June 2018
Completion Date – June 2018
Self perform 100%

Name – City of Fort Wayne, IN
Engineer – Commonwealth Engineering
Work – Outfall 61 & 62 Relief Sewer (5000 Lf of 54" HOBAS Interceptor Sewer, 2000 Lf of 36" – 42" HOBAS Interceptor Sewer, 1 Outfall Structure, 1 Cast in place CSO/Outfall Structure, Cast in place retaining walls, road reconstruction) depth up to 32'
Amount $ 6,853,000.00
Start Date: March 2017
Completion Date – December 2017
Self Perform 75%

Name – 2017 Watermain Improvements Cortland Street and Michigan Ave
Engineer – City of Jackson
Work – Installation of new 8" & 12" Watermain
Amount $ 427,000.00
Completion Date – October 27th, 2017

Self perform 75%

Name – Jolly Road Rehabilitation
Engineer – ENG Engineering & Surveying / City of Lansing, MI
Work – 2000 LF 12" Watermain installation, sewer repairs, and road reconstruction.
Amount $ 1,020,627.00
Completion Date – November 2017
Self perform 70%

Name – Pavilion Township, MI
Engineer – Prien & Newhoff
Work – N Ave Sewer Construction (2,600 LF of 18" Gravity Sewer averaging over 20' in depth, Dewatering, and Road Construction)
Amount $ 662,000.00
Anticipated Start Date: May 1st, 2017
Completion Date – July 2017
Self Perform 100%

Name – City of Sturgis, MI
Engineer – Fleis & Vandenbrink
Work – South Street Improvements Project (Storm Sewer (up to 60"), Watermain, Street Reconstruction)
Amount $ 1,077,000.00
Anticipated Start Date: April 24th, 2017
Completion Date – July 2017
Self Perform 70%

Name – Liberty Township Fire Hall
Engineer – RW Mercer Co.
Work – Site Work & Parking Lot construction
Amount $ 180,000.00
Completion Date – November 2016

Name – City of Jackson, MI
Engineer – City of Jackson Building Deptartment
Work – H4HH Hardest Hit Blight Elimination Contracts K and J (Demolition of 25 Residential Structures)
Amount $ 474,000.00
Completion Date – January 2017

Name – City of Coldwater, MI

Engineer – Fishbeck, Thompson, Carr & Huber
5913 Executive Drive, Suite 100
Lansing, MI 48911
Work – Northeast Road and Utility Improvements Contract 1 (12,000 LF of 16" Watermain)
Amount $ 1,291,180.00
Completion Date – November 15th, 2016

Name – City of Coldwater, MI
Engineer – Fishbeck, Thompson, Carr & Huber
5913 Executive Drive, Suite 100
Lansing, MI 48911
Work – Northeast Road and Utility Improvement Contract 3 (5500 lf 8"-12" Watermain, 16,000 Lf of 18" Force Main, Misc. Storm sewer, and complete road reconstruction)
Amount $ 5,183,792.20
Completion Date – November 15th, 2016

Name – MDOT
Engineer – MDOT
Jackson TSC
2750 N. Elm Road
Jackson, MI. 49201
Work – West Avenue (M50) Reconstruction (Sewer, Water, and Road Reconstruction)
Amount $ 2,067,489.80
Completion Date – August 26th, 2016

Name – City of Jackson, Michigan
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Jackson Crossing Lift Station Construction
Amount- $392,750.00
Completion Date – December 2016

Name – City of Jackson, Michigan
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Michigan Ave. Sidewalk Rehabilitation
Amount- $1,591,000.00

Completion Date – Spring 2016

Name – City of Tecumseh
Engineer – Tetra Tech
710 Avis Dr., Suite 100
Ann Arbor, MI 48108
Work – Union St Pump Station Reconstruction
Amount- $239,500.00
Completion Date – March 2016

Name – City of Jackson, MI
Engineer – City of Jackson Building Department
Work – H4HH Hardest Hit Blight Elimination Contract E
Amount $ 378,950.00
Completion Date – December, 2015

Name – City of St. Louis, MI
Engineer – Fishbeck, Thompson, Carr & Huber, Inc.
1515 Arboretum Drive, SE
Grand Rapids, MI 49546
Work – South Transmission Main – Phase II and Giddings Place- 16" Water Trans. Main
Amount- $3,405,000
Completion Date – December 2015
Name – City of Jackson, MI
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Michigan Ave. Utility Replacement – 24" Sanitary Sewer, Storm Sewer, Water main, and street reconstruction.
Amount- $2,983,000
Completion Date – December 2015

Name- Village of Parma
Engineer- Jones & Henry Engineers, Ltd.
Work- Sanitary Sewer Force main and 2 Lift Stations
Amount- $950,000
Completion Date – September 2015

Name – City of Huntington Indiana
Engineer – Bernardin, Lochmueller & Assoc. Inc.
Work – Frederick St. CSO Interceptor 5200 LF 54"- 48" HOBAS FIBERGLASS PIPE, depths up to 28' in solid bedrock
Amount - $5,680,000
Completion Date – Spring 2015

Name- City of Fort Wayne Indiana

Engineer – GAI Consultants
Work – Northwest Feeder Main – 30" & 36" PCCP– Water Transmission Main
Amount - $2,200,000
Completion Date – May 2015

Name- Residence Inn East Lansing Michigan
GC – RW Mercer Co.
Work – Earthwork and Site Utilities
Amount - $600,000
Completion Date – August 2015

Name- City of Clare
Engineer- GFA
Work – Earthwork, Site Utilities, and Lift Station Construction at depths up to 30'
Amount - $2,200,000
Completion Date – July 2015

Name – Whiteford Twp
Engineer – David Arthur Consultants
110 Main Street
Dundee, MI 48131
734-823-5080
Work – Whiteford Twp Sewage Disposal System #2, force mains, gravity sewer, and LS
Amount - $2,056,000
Completion Date – May 2014

Name – Aqua Indiana Inc.
Engineer – DLZ, Inc.
111 W. Columbia Street
Fort Wayne, IN 46802
260-420-3114
Work – Aboite Force main 23,000' of 18" Force main
Amount - $2,688,000
% Complete - 100%
Completion Date - July 2014

Name – Citizens Energy Group, Indianapolis
Engineer – HWC Engineering
151 N. Delaware Street
Indianapolis, IN. 46204

317-347-3663
Work – Thompson/Southeastern Ave. STEP Project, 30,000' of Gravity Sewer, depths up to 34'
Amount - $9,350,000
Completion Date – July 2013

Name – City Fort Wayne
Engineer – United Consulting
1625 N. Post Road
Indianapolis, IN 46219
Work – Swift Relief Interceptor, 6,000' of 30" Sanitary Sewer, depths up to 28'
Amount - $ 1,814,000
Completion Date – July 2012

Name – MDOT
Engineer – MDOT
Jackson TSC
2750 N. Elm Road
Jackson, MI. 49201
Work – M-50 (West Ave. Jackson) Reconstruction
Amount $ 1,240,000
Completion Date – August 2012

Name – City of Indianapolis
Engineer – Crawford, Murphy & Tilly, Inc.
Mr. Richard A. Condre
5652 West 73rd Street
Indianapolis, IN 46278
317-298-4500
Work – Five Points/Southeastern Ave STEP BI-41-0003D 17,000' of Sanitary Sewer, depths up to 28'
Amount - $5,200,000
% Complete – 100%
Completion Date – November 2011

Name – City of Indianapolis
Engineer – Wesler Engineering
Mr. Eric Hailem
6219 South East Street
Indianapolis, IN 46227
317-788-4551
Work – Homecroft STEP Areas A/B BI-46-001A/B 20,000' of Sanitary Sewer
Amount - $ 2,628,800
% Complete – 100%
Completion Date – July 2011

Name – City of Noblesville
Engineer – RW Armstrong
Mr. Andy Scales
Union Station
300 S. Meridian St.
Indianapolis, IN 46225
317-493-3719
Work - 5,000' of 48" Sanitary/Storm Sewer and Road Reconstruction
Amount – $ 6,589,000
% Complete – 100%
Completion Date- November 2010

Name – City Coldwater
Engineer/Owner – FTC & H, Inc.
Mr. Paul Viles
5913 Executive Drive
Suite 100
Lansing, MI 48911
517-882-0383
Work – 4000' of 12" Watermain/15" Sanitary Sewer/Road Reconstruction
Amount $ 1,437,000
Completion Date – October 2009

Name – Village of Northport
Engineer/Owner – Fleis & VanDenBrink Engineering, Inc.
Mr. Jim Schiffer
3491 Hartman Road, Ste B
Traverse City, MI 49684
616-977-1000
Work – 41,000' of Sanitary Sewer Installation
Amount $ 5,141,000
Completion Date – July 2008

Name – City of Lansing
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road, Ste A
Lansing, MI 48911
517-394-7900
Work – Combined Sewer Separation, including sanitary sewer, watermains, and full street reconstruction
Amount $ 6,451,000
Completion Date – November 2008

Name – Weesaw Twp.
Engineer/Owner – Merritt Engineering

Mr. Larry Merritt
4568 Red Arrow Hwy.
Stevensville, MI 49127
269-428-4424
Work – 11,000' of Sanitary Sewer
Amount - $ 998,500
Date Completed – September 2007

Name – City of Watervliet
Engineer/Owner – Wightman & Associates
Mr. Tom Deneau
2303 Pipestone Road
Benton Harbor, MI 49022
269-927-0100
Work – Watermain Installation
Amount $ 1,630,000
Date Completed – September 2007

Name – City of Lansing CSO 018
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road
Lansing, MI 48911
517-394-7900
Work – CSO construction (Sewer Separation)
Amount $ 7,432,000
Date Completed - November 2006

Name – City of Lansing Westside Interceptor Manhole Replacement
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road
Lansing, MI 48911
Work – Manhole Replacements
Amount $ 2,210,000
Date Completed – January 2007

Name – MDOT – Michigan Ave. Grass Lake, MI
Engineer/Owner – Jackson County Road Commission
Mr. Joe Michalsky, P.E.
Elm St.

Jackson, MI 49201
517-788-4230
Work – Road Reconstruction
Amount $ 501,000
Date Completed – October 2006

Name – Southern Interceptor
Engineer – OMM Engineering
Chris Corner, P.E.
1680 East Paris, S.E.
Grand Rapids, MI 49546
616-957-4350
Owner – Jackson County Drain Commission
Work – 85,000 of sanitary forcemain
Amount $ 3,371,000
Date Completed – June 2006

Name – CSO 025
Engineer – City of Lansing
Mr. Chad Gamble, P.E.
City Hall
Lansing, MI 48906
517-483-4455
Owner – City of Lansing
Work – Sewer Separation
Amount - $ 4,420,000
Date Completed – July 2005

Name – Springport Water System Improvements
Engineer – Fleis and Vandenbrink
Mr. Steve Bishop, P.E.
2960 Lucerne Drive
Grand Rapids, MI 49546
616-977-1000
Owner – Village of Springport
137 E. Main St.
Springport, MI 49284
Work – 21,000 of Watermain Replacement
Amount $ 1,405,000
Date Completed – November 2004

Name – CSO 037
Engineer- City of Lansing
Mr. Chad Gamble, P.E.
City Hall
Lansing, MI 48906

517-483-4455
Owner – City of Lansing
Work- Sewer Separation
Amount $ 7,350,000
Date Completed – December 2004

Name – N.W. Sanitary Sewer And Watermain
Engineer – Wilcox And Assoc.
Mr. Randy Wilcox, P.E.
8180 Broadnoor Ave. SE
Caledonia, MI 49316
616-891-0800
Owner - Caledonia Township
Work – 95,000' of Sanitary Sewer and Water
Amount $ 5,460,000.00
Date Completed – June 2003

Name – City of Lansing Sheridan Road
Engineer – Capital Consultants
Mr. Paul Risberg
725 Prudden St.
Lansing, MI 48911
517-371-1200
Work – Road Reconstruction
Amount - $ 1,280,000
Date Completed – Nov 2003

Name – Boardman Road
Engineer – Jackson County Road Commission
Mr. John Sanders, P.E.
2400 N. Elm St.
Jackson, MI 49201
517-788-4230
Work – 1.8 miles of road construction
Amount $ 1,483,000
Date Completed June 2003

Name – Saginaw Road Forcemain
Engineer – City of Midland
Mr. Brain McManus, P.E.
333 W. Ellsworth Ave.
Midland, MI 48640
989-837-3353
Work – 14,000' of 42"DIP Forcemain with complete road reconstruction
Amount $ 5,675,000

Date Completed – November 2001

Criteria 12

Dunigan Bros., Inc. hires locally to project areas and has a staff of travelling laborers, operators, and managers who has been with and have experience at Dunigan Bros., Inc. for up to 40+ years. Subcontractors are sourced as close to projects as possible, but if a subcontractor not capable of doing timely, quality, or can't handle the complexity of the work more capable subcontractors will be sourced from outside of the work local.

Workers will be on Dunigan Bros., inc's or the subcontractors payroll, no independent contractors will be used in violation of state laws.

Criteria 24

Dunigan Bros., inc.'s EMR has been 0.98 for the 3 previous years.

Criteria 28

"Dunigan Bros., Inc. does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor."

Dunigan BROS. INC.
JACKSON, MICH.

Key Personnel

Patrick Dunigan
President
40+ Years of Underground Construction Management
Current Commitments: Oversees all day to day operations

Patrick Dunigan II
Estimator/Project Manager
7 Years of Underground Construction Experience as an Operator, Laborer, and Foreman.
10 Years as Construction Project Manager and Estimator
Current Commitments: management of all current projects

Dustin Dunigan
Foreman/Superintendent
18 Years of Underground Construction Experience as an Operator, Laborer, Foreman, and Superintendent
Current Commitments: Pittsfield US12 Sewer

Kelvin Indish
Foreman
35 Years of Underground Construction Experience as an Operator, Laborer, and Foreman
Current Commitment: Brighton Auger Boring/Pittsfield US12 Sewer

Drake Dunigan
Foreman/Superintendent
14 Years of experience in underground construction as an operator, laborer, and foreman.
Current Commitments: Jackson Morrell/Steward Watermain, Brighton NW Neighborhoods

Hunter Freeman
Foreman
8 years of Construction experience as operator and foreman
Current Commitment: Brighton NW Neighborhoods

Marcus Beal
Safety & Maintenance Director
10+ years of construction experience
Current Commitments: all company safety and maintenance responsibilities

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Approve Contract Award – 2024 Water Service Replacements.

Recommendation:

Approve the Contract Award for the 2024 water service replacement contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of $1,134,333.80 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

Attached is a report Jon Dowling, City Engineer requesting approval of the contract award recommendation above.

I recommend approval of the contract award. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: April 2, 2024

RECOMMENDATION: Approve the Contract Award for the 2024 water service replacement contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of $1,134,333.80 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ISSUE STATEMENT

The City of Jackson is responsible for replacing the lead water services in the City. The City has federal funding to reconstruct both Martin Luther King, Jr. Drive and Lansing Avenue in fiscal year 2025, which will be bid through the Michigan Department of Transportation (MDOT). It is more cumbersome to perform water work outside the right of way on an MDOT bid project than a City project.

DESCRIBE THE CONSEQUENCES

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) is enforcing the state's Lead and Copper rule which requires all lead services be removed from the water system. Work on the lead services must be done before fiscal year 2025 as to not jeopardize the federal road funding. To resolve the issue in a timely manner, Engineering developed a contract for the water service replacements.

The Engineer's estimate for this project was $562,401.50. Bids are as follows:

Company	Bid
Dunigan Brothers, Inc., Jackson, MI	$1,134,333.80

Bid evaluation criteria is part of the Responsible Contractor Ordinance which consists of the following components:

Company	A	B	C	D	E	Total
Dunigan Brothers	25	25	25	15	10	100

After review of the bid compared to the Engineer's estimate, we found that several of the lessons learned from the East Michigan Avenue water service replacement project were not factored into the estimate. The review showed us that the bid is good and acceptable.

This project will be paid out of Water Funds.

OWNERSHIP

Engineering is responsible for the road reconstruction projects on both Martin Luther King, Jr. Drive and Lansing Avenue coming up in fiscal year 2025. Engineering has to see that the projects are ready to be bid through MDOT without any outstanding issues.

On March 12, 2024 bids were opened in Purchasing for the water service replacement contract.

SOLUTION

In concurrence with the Purchasing Agent it is the recommendation that this contract be awarded to Dunigan Brothers, Inc.

FACILITATE IMPLEMENTATION

Approve the Contract Award for the 2024 water service replacement contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of $1,134,333.80 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ATTACHMENTS

1. Engineering 2024 Water Svc Repl Award ATT

CHECKLIST FOR BID SUBMITTAL

✓ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

✓ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

✓ NOTARY SIGNATURE – Please make sure that Page P 14 of 29 and Page P 18 of 29 are notarized.

✓ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: GU8DWHTSWJC4 if you have received it.

Western Surety Company

BID BOND
(Percentage)

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, That we Dunigan Bros., Inc. _____ of 911 E South St, Jackson, MI 49203, hereinafter referred to as the Principal, and Western Surety Company, as Surety, are held and firmly bound unto City of Jackson of 161 W Michigan Ave, Jackson, MI 49201, hereinafter referred to as the Obligee, in the sum of _____ (5 %) percent of the greatest amount bid, for the payment of which we bind ourselves, our legal representatives, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Obligee on a contract for 2024 Wter Service Replacement.

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or contract documents with surety acceptable to Obligee; or if Principal shall fail to do so, pay to Obligee the damages which Obligee may suffer by reason of such failure not exceeding the penalty of this bond, then this obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 12th day of March, 2024.

Dunigan Bros., Inc.
(Principal)
By _____ (Seal)

Western Surety Company
(Surety)
By Kathleen G. DeLaney (Seal)
Kathleen G DeLaney
Attorney-in-Fact

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

Form F5876

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Eric B Walton, Pamela K Bacon, Kathy L Corden, Kathleen G Delaney, Individually

of Jackson, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 10th day of January, 2024.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota
County of Minnehaha } ss

On this 10th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026

M. BENT
NOTARY PUBLIC
SOUTH DAKOTA

M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 12th day of March, 2024.

WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 3/12/24

In compliance with your invitation for bids dated **February 13, 2024** to perform **2024**

WATER SERVICE REPLACEMENT

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Dunigan Bros., Inc.
   organized and existing under the laws of the State of Michigan
   with offices at 911 E South St., Jackson, MI 49203
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-1250817

(Corporate Seal, if applicable)

Name of Bidder: Dunigan Bros., Inc.

Signed By: _____

Its: President 3/11/24

BID SHEET

DATE:

PROPOSAL FOR: 2024 WATER SERVICE REPLACEMENT

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
1	1100001	Mobilization, Max (10%)	LSUM	1	56700.00	56700.00
2	2030011	Dr Structure, Rem	Ea	1	588.60	588.60
3	2030015	Sewer, Rem, Less than 24 inch	Ft	48	15.70	753.60
4	2040020	Curb and Gutter, Rem	Ft	157	5.90	926.30

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
5	2040021	Curb, Rem	Ft	8	5.90	47.20
6	2040055	Sidewalk, Rem	Syd	675	5.90	3982.5
7	2040080	Exploratory Investigation, Vertical	Ft	5	102.70	513.50
8	2047011	Driveway Rem	Syd	155	5.90	914.50
9	2047011	HMA Surface, Rem, Modified	Syd	347	6.40	2200.80
10	2047001	Pavt Sawcut	Ft	589	4.40	2591.60
11	2050031	Non Haz Contaminated Material Handling and Disposal, LM	Cyd	10	59.40	594.00
12	2080020	Erosion Control, Inlet Protection, Fabric Drop	Ea	49	106.60	5223.40
13	2087050	Erosion Control, Inlet Protection, Grate Filter, Rectangular	Ea	53	63.60	3370.80
14	2090001	Project Cleanup	LSUM	1	9490.00	9490.00
15	3027011	Aggregate Base, 8 inch, 21AA, Modified	Syd	267	50.10	13376.70
16	3060010	Aggregate Surface Cse, 6 inch	Syd	59	27.90	1646.10
17	3060020	Maintenance Gravel	Ton	50	33.00	1650.00
18	4027001	Sanitary Sewer Backfill, Class II	Ft	109	1.00	109.00
19	4027001	Sanitary Sewer, SDR 26 PVC, 8 inch	Ft	104	204.20	21236.80
20	4027001	Sanitary Sewer, SDR 26 PVC, 12 inch	Ft	5	238.40	1192.00
21	4027001	Sanitary Sewer, Service Connection beyond 10 feet	Ft	84	90.30	7585.20
22	4037050	Mh Cover, Std	Ea	3	1450.00	4350.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
23	4027050	Sanitary Manhole, 48 inch dia	Ea	3	5020.00	15060.00
24	4027050	Sanitary Sewer, Service Cleanout, 6 inch	Ea	2	285.90	571.80
25	4027050	Sanitary Sewer, Service Connection with 8 inch x 6 inch Wye	Ea	3	1960.00	5880.00
26	5010025	Hand Patching	Ton	83	397.00	32951.00
27	5010033	HMA, 13A	Ton	46	303.00	13938.00
28	8010005	Driveway, Nonreinf Conc, 6 inch	Syd	155	136.50	21157.50
29	8020002	Curb, Conc, Det E2	Ft	8	33.00	264.00
30	8020038	Curb and Gutter, Conc, Det F4	Ft	41	93.80	3845.80
31	8030044	Sidewalk, Conc, 4 inch	Sft	4,937	9.40	46407.80
32	8030046	Sidewalk, Conc, 6 inch	Sft	719	13.50	9706.50
33	8032002	Curb Ramp, Conc, 6 inch	Sft	64	20.00	1280.00
34	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	13	78.80	1024.40
35	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	13	6.10	79.30
36	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	330	17.00	5610.00
37	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	330	1.20	396.00
38	8120140	Lighted Arrow, Typ C, Furn	Ea	2	484.80	969.60
39	8120141	Lighted Arrow, Typ C, Oper	Ea	2	121.20	242.40
40	8120170	Minor Traf Devices	LSUM	1	10790.00	10790.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
41	8120310	Sign Cover	Ea	1	24.20	24.20
42	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	463	2.40	1111.20
43	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	463	1.20	555.60
44	8120352	Sign, Type B, Temp, Prismatic, Special, Furn	Sft	109	8.50	926.50
45	8120353	Sign, Type B, Temp, Prismatic, Special, Oper	Sft	109	1.20	130.80
46	8120370	Traf Regulator Control	LSUM	1	7260.00	7260.00
47	8167011	Turf Establishment, Performance	Syd	1,523	11.00	16753.00
48	8237001	Water Service Pipe, Cu, 1 inch	Ft	2,841	75.20	213643.20
49	8237050	Bond Restoration	Ea	68	440.00	29920.00
50	8237050	Electrical Permit Acquisition and Compliance	Ea	68	121.20	8241.60
51	8237050	Plumbing Permit Acquisition and Compliance	Ea	68	121.20	8241.60
52	8237050	Wall Penetration Sleeve, Sch 40 PVC, 1 1/2 inch	Ea	68	485.10	32986.80
53	8237050	Water Meter	Ea	68	6320	429760.00
54	8237050	Water Meter Acquisition and Radio Reading Device Coordination	Ea	68	103.00	7004.00
55	8237050	Water Serv, 1 inch	Ea	1	4700.00	4700.00
56	8237050	Water Serv, Long, 1 inch	Ea	4	6010.00	24040.00
57	8237050	Water Serv, Retire	Ea	16	949.20	15187.20
58	8237050	Water Service, Abandon, Two-inch Diameter or Less	Ea	71	203.40	14441.40

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
59	8237050	Water Service Verification	Ea	25	406.80	10170.00
				TOTAL BID	1,134,333.80	

TOTAL BID WRITTEN OUT:
One Million One Hundred Thirty Four Thousand Three Hundred Thirty Three Dollars and Eighty Cents

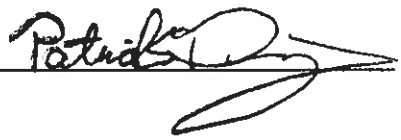
Submitted Bid:	1,134,333.80
Labor Costs:	295,000
Materials Costs:	185,000
Equipment Costs:	190,000
Possible Change Orders:	none at bid time

Bidder's Name:	Dunigan Bros., Inc.
Address:	911 E South St.
City, State, Zip:	Jackson, MI 49203
Telephone:	517-787-4720
Fax:	517-787-3023
Email Address:	patrick@duniganbros.com
Federal ID Number:	38-1250817

Bid Signed By:	Patrick Dunigan Print or Type
Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By  Its 3/11/24

CONTRACT COMPLIANCE

DATE: February 13, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Dunigan Bros., Inc. certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment City of Jackson understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 3/12/24

By: Dunigan Bros., Inc.
(Bidder's Name)

By: Patrick
(Signature)

By: President
(Title)

911 E South St.
Address

Jackson
City

MI, 49203
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, 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, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Dunigan Bros., Inc.

ADDRESS: 911 E South St.

Jackson,MI 49203

SIGNED BY: Patrick

TITLE: President

DATE: 3/12/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 3/12/24

By: Dunigan Bros., Inc.
(Bidder's Name)

By: _____
(Signature)

By: President
(Title)

911 E South St.
Address

Jackson
City

MI, 49203
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Patrick Dunigan, being first duly sworn, deposed and says that:

1. He is President of, Dunigan Bros., INc. the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 3/12/24 By: Dunigan Bros., Inc (Company)

By: President 3/11/24 (Title)

Subscribed and sworn to before me, a Notary Public, this 12 day of March, 2024.

Bal Bul Dust

Notary Public, Jackson County,
My commission expires: 01/01/2029

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Patrick Dunigan *an authorized representative of* Dunigan Bros., Inc. am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 3/12/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Patrick Dunigan	Dunigan Bros., INc.
Telephone 517-787-4720	Email Address patrick@duniganbros.com

Contract or matter pending with the City:

MLK TRail Reconstruction

I, Patrick Dunigan, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☒ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

Patrick DUnigan, Patrick Dunigan II, Drake Dunigan, Dustin Dunigan

Additional information regarding any of the above:

Active City Construction Contract

☐ None of the above apply.

Dated: _____

Signature _____

Subscribed and sworn to before me, a Notary Public, this 12th day of March, 2024.

_____

Notary Public, Jackson County,
My commission expires: 01/01/2029

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

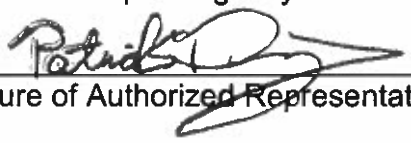
I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Patrick Dunigan, President

Name and Title of Authorized Representative

Dunigan Bros., Inc.

Name of Participant Agency or Firm



Signature of Authorized Representative

3/12/24

Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Dunigan Bros., Inc.
2. Established: Year 1945 Number of Employees 4027 Vroeman Rd
3. Type of organization: Individual___ Partnership X Corporation ___ Other ___
4. Former name(s) if any, and year(s) in business

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: US12 Sewer Improvements - Pittsfield Township, MI
Address: 1168 Oak Valley Dr, Ann Arbor, MI (stantec)
Phone: 734-277-7266
Contact: Mark Pascoe - Stantec
Type of Work: Sewer and road construction
Budget: 28,506,624.61

5.2 Company Name: Delta Township - Ultium 3 Battery plant water and sewer
Address: 3497 Coolidge Rd, East LAnsing, MI - Tetra Tech
Phone: 517-348-5541
Contact: Andy Heise - Tetra Tech
Type of Work: Sanitary Force Main, Watermain, Auger Boring, and Lift Stations
Budget: 12,588,626.00

5.3 Company Name: City of Fort Wayne - Superior St Utilities
Address: 200 E Berry St, Fort Wayne, IN
Phone: 260-740-1578
Contact: Ron Sheppard - City Utilities Construction Manager
Type of Work: SEwer, Water, and Road construction
Budget: 7,300,000.00

I certify that all of the information provided is true and answered to the best of my ability.

Signed Patrick Dunigan Name Patrick Dunigan
Title Presiden Date 3/12/24

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Dunigan Bros., Inc.
ADDRESS:	911 E South St
CITY, STATE, ZIP:	Jackson, MI 49203
TELEPHONE:	517-787-4720
OFFICERS:	
President: Patrick Dunigan	Email Address: pdunigan@duniganbros.com
Vice President: David Dunigan	Email Address:
Secretary: Patrick Dunigan II	Email Address: patrick@duniganbros.com
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	75
STREET ADDRESS:	911 E South St
CITY, STATE, ZIP CODE:	Jackson, MI 49203
UNDER CURRENT MANAGEMENT SINCE (DATE):	1985

CRITERIA 3:

State and local licenses and license numbers held by your organization:

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?
LIUNA Laborers training program apprentice/journeymen as well as in house operator, laborer, and management training through a dedicated continuous education program for all employees through BuildWitt Training as well as annual in house training.

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.
All work requiring licensed personal will be completed by a licensed contractor for that scope of work.

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.
This bid is in compliance will all above requirements

CRITERIA 6 (ATTACHMENT REQUIRED) ✓

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED) ✓

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☑ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☑ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	VTC Insurance Group
Type of Coverage:	Liability, property damage, comp.
Telephone:	248-530-3286

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☑

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

__x__ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

Warranty will be provided per the contract requirements

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

All wages will be paid as required by applicable laws as required by the contract documents.

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.
This ordance will be complied with with our contract and all subcontracts.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.
Change orders are not forseen at bid time.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.
See attached key personell listing.

CRITERIA 19 (ATTACHMENT REQUIRED): ✓

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
Quality assurance programs are used as required in contract documents. If not specifically required the contractor will work with the onsite engineer and testing agencies to assure the quality of the work is meeting the contract standards.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
Work will be continuous unless unforseen delays are encountered.

CRITERIA 22 (ATTACHMENT REQUIRED): ✓

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

No apprentices to be used.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☐ Yes

☑ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☑ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
90 percent Jackson county based workforce

CRITERIA 28 (ATTACHMENT REQUIRED):

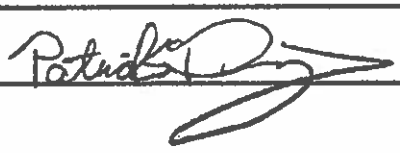
Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**
Dunigan Bros., inc is an equal opportunity employer and does not discriminate as required by the above statement.

Dunigan Bros., Inc, Patrick Dunigan

Print Firm Name/Principal



Signature/Principal

6/29/22

Date

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	
Labor Costs:	
Materials Costs:	
Equipment Costs:	
Possible Change Orders:	

Corporate Accountability (25%)

1. Qualifications of management and supervisory personnel to be assigned by the bidder.
2. References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.
3. Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
4. Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
5. A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximate dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

Workplace Safety (25%)

1. The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.
2. Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.
3. All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course for safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.
4. Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status.

Workforce Development (15%)

1. Documentation as to pay rates of employees and whether the bidder provides health insurance, pension or other retirement benefits, paid leave, or other benefits to its employees.
2. Documentation if the bidder participates in a Registered Apprenticeship Program that is registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship.
3. Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

Social Equity (10%)

1. A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, in its construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
2. Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.
3. Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity or expression, height, weight, or disability.

Criteria 7

CNA SURETY

2900 Charlevoix Drive SE, Suite 220
Grand Rapids, MI 49546

Kevin VanOtterloo
Underwriting Manager
Telephone 616-285-2682
800-432-9534 x2682
Email
Kevin.VanOtterloo@cna.com

March 22, 2022

To Whom it May Concern:

Re: Dunigan Bros, Inc.
911 E. South St.
Jackson, MI 49203

We are providing this information at the request of Dunigan Bros, Inc.

We have been providing surety bonds for Dunigan Bros, Inc. since 1979. We have approved bonds for them covering jobs up to $30,000,000 and potential work programs of $50,000,000. We would favorably consider both single jobs and work programs above these amounts.

We continue to be confident in this principal's ability to perform and recommend them for your favorable consideration.

Western Surety Company (NAIC# 13188) is an underwriting company of CNA Surety and is an approved surety on the Department of Treasury's Listing with a current US Treasury Limit of $153,342,000. Western Surety Company maintains an A (Excellent) AM Best Rating and a financial size of XIV.

This letter is not to be construed as an agreement to provide surety bonds for any particular project, but is offered as an indication of our past experience and confidence in this firm. Any specific request for bonds will be underwritten on its own merits.

Sincerely,

Kevin Van Otterloo

Criteria 6, 19, and 22

Dunigan BROS. INC.
JACKSON, MICH.

Schedule B
JOBS COMPLETED

Name – Ingham County Drain Commission – Montgomery Drain Division 5A
Engineer – Spicer Group
Work –3000 LF of 20" Forcemain. 500 LF of 16" Forcemain. and 6 Metering Stations
Amount $ 2,371,713.50
Completion Date – May 2022

Name – Village of Brooklyn, MI - M50 Lift Station
Engineer – Ripstra & Schepplemen
Work – Replacement of lift station
Amount $ 720.000.00

Name – City of Saline, 2021 Street Improvements
Engineer – Fleis & Vandenbrink
Work –Watermain, Sewer, Storm Sewer, and Street Construction
Amount $ 2.051.000.00
% Complete –95%
Start Date: May 2021
Completion Date – Nov 16th, 2021

Name – US12/M50 Box Culverts, Neering Drain, Lenawee County
Engineer – MDOT Jackson TSC
Work –12x5 and 12x7 box culverts under US12 and M50 in the Neering Drain
Amount $ 1.996.000.00
% Complete –95%
Start Date: August 2021

Name – City of Lansing, MI – Eastside Connector Non Motorized Path
Engineer – C2AE
Work –Shared use path construction
Amount $ 522.000.00
Start Date: April 2021
Completion Date – July 31st, 2021
Self perform – 60%

Name – City of Columbia City, Phase II CSO
Engineer – United Consulting Prime Contractor: RE Crosby
Work –1300 LF of 60" Sanitary Sewer (Labor and Installation Only)
Amount $ 445.000.00
Start Date: Oct 2020

Completion Date – January 2021
Self perform 100%

Name – City of Jackson, Chalet Terrace Reconstruction
Engineer – HRC
Work – Concrete Street Reconstruction
Amount $ 635,000.00
Start Date: October 2020
Completion Date – Dec 15th, 2020
Self perform 70%

Name – City of Eaton Rapids, State Street Reconstruction
Engineer – C2AE
Work –1800 Lf of Watermain, 70 water services, and street reconstruction
Amount $ 989,867.50
Start Date: Sept 2020
Completion Date – November 2020
Self perform 70%

Name – Village of Fowlerville, MI – North Street Reconstruction
Engineer – Wolverine Engineers & Surveyors
Work – 700 LF 12" DI Watermain, Storm Sewer ,Sanitary Sewer, and Street Reconstruction
Amount $ 796,000.00
Start Date: June 3rd, 2020
Completion Date – Sept. 1st, 2020
Self perform 70%

Name – City of Lansing, MI – Siphon #2 Replacement
Engineer – Fishbeck
Work – Reconstruction of a double barrel sewer siphon and new 12" watermain across the grand river via open cut construction.
Amount $ 2,873,498.30
Start Date: June 22nd 2020
Completion Date – October 2020
Self perform 75%

Name – City of Fort Wayne, IN – Superior Street Utility Improvements
Engineer – DLZ
Work – 820 LF of 36" and 48" Interceptor sewer, 800 lf of 12-16" Watermain, and road reconstruction.
Amount $ 1,929,913.40
Start Date: April 2020
Completion Date – October 2020
Self perform 75%

Name – West Side Overlay
Engineer – City of Jackson
Work – Profile Milling, ADA Ramp improvements, curb replacement, manhole casting replacements
Amount $ 1,100,000.00

Completion Date – Nov 2020
Self perform 80%

Name – Jackson County DOT, McDevitt Reconstruction – Contract A
Engineer – F&V
Work – 3700 LF of 12" watermain, Storm Sewer, shared use path construction, and full street reconstruction.
Amount $ 1,546,000.00
Start Date: April 27th, 2020
Completion Date – Sept. 1st, 2020
Self perform 70%

Name – Emily and Cora Dr Lift Stations – City of Portage, MI
Engineer – Abonmarche
Work – Replacement of 2 lift stations
Amount $ 1,496,676.00
Start Date – Sept 2019
Completion Date – Spring 2020
Self perform 85%

Name – Alro Steel Potterville Addition
General Contractor – O'Harrow Construction
Work – Sitework, utilities (1500 Lf 12" Watermain, 2500 Lf Storm Sewer), parking lots, and road construction, building/footing excavation and backfill for 160,000 SF addition.
Amount $ 2,000,000.00
Start Date: April 2019
Completion Date – June 2020
Self perform 100%

Name – Rickett Rd Utility and Street Construction, City of Brighton, MI
Engineer – Tetra Tech
Work – 1000 LF of 8" sanitary sewer and street reconstruction
Amount $ 979,159.70
Start Date – Sept 2019
Completion Date – June 1st, 2020
Self perform 75%

Name – City of Marshall, MI – Kalamazoo River Watermain
Engineer – Stantec
Work – 1600 LF 12" Watermain Construction including 800 LF HDD Rock bore under Kalamazoo River
Amount $ 701,000.00
Start Date: November 2018

Completion Date – June 2020
Self Perform 60%

Name – FY19 Watermain Replacement
Engineer – City of East Lansing, MI
Work – 4500 LF of 8" & 12" watermain replacement, water services, and street reconstruction
Amount $ 1,849,454.00
Completion Date – November 2019
Self perform 75%

Name – City of Fort Wayne, IN Huffman-Putnam Sewer Separation Phase 1 & 1A
Engineer – A&Z Engineering and DLZ Engineering
Work – 1600 LF of 48x76 RCP Elliptical pipe, 200 LF of 72" RCP, 2725 LF of 48" PP pipe, 1000 LF of 12" through 24" RCP, PP, and DI pipe, 2 Cast in Place Structures, Outfall Structure Modifications, road reconstruction, and rain garden construction.
Amount $4,897,056.40
Completion Date – October 2019
Self Perform 75%

Name – 2019 CDBG Street and Watermain Improvements
Engineer – City of Jackson
Work – Installation of new 12" watermain (1500 LF), 8" sanitary sewer (400 LF), and road reconstruction
Amount $ 1,211,882.30
Start Date – May 2019
Completion Date – August 2019
Self Perform 75%

Name – AMTRAK – Private Driveway Track Crossing Elimination Project
Engineer – Pathfinder Engineering
Work – Construction of 2 Private driveways to eliminate driveway crossings along high speed railway
Amount $ 185,000.00
Start Date: December 2018
Completion Date – August 2019
Self Perform 100%

Name – Essex Heights Watermain and Street Improvements
Engineer – City of Jackson, MI
Work – Installation of 5100 LF new 8"-12" watermain, 1500 LF sanitary sewer, and road reconstruction
Amount $ 2,404,862.90

Completion Date – June 28th, 2019
Self Perform 75%

Name – CR 300 & CR 700 Force Main, Columbia City, IN
Engineer – Donohue & Associates, Indianapolis, IN
Work – 39,000 Lf of 10" C900 Force Main including 3 auger bores and 10,000 LF of HDD
Amount $ 3,005,841.00
Start Date: January 14th, 2019
Completion Date – June 1st, 2019, pipe was substantially completed and operational by the early incentive date of 4/19/19.
Self Perform 70%

Name – Worth Township Sewage Disposal System Improvements –Contract 3
Engineer – Prien & Newhoff
Work – Installation of approx. 55,000 LF of 8"-12" gravity sewer, 3700 Lf of Force Main, 200 Manholes, and 665 sewer services. Depths up to 27'
Amount $8,236,000.00
Start Date: November 2017
Completion Date – November 2018
Self perform 90%

Name – Alro Steel Potterville Employee Parking Lot
General Contractor – O'Harrow Construction
Work – Retention pond, storm sewer, mass grading, and parking lot grading.
Amount $ 315,000.00
Start Date: June 2018
Completion Date – June 2018
Self perform 100%

Name – City of Fort Wayne, IN
Engineer – Commonwealth Engineering
Work – Outfall 61 & 62 Relief Sewer (5000 Lf of 54" HOBAS Interceptor Sewer, 2000 Lf of 36" – 42" HOBAS Interceptor Sewer, 1 Outfall Structure, 1 Cast in place CSO/Outfall Structure, Cast in place retaining walls, road reconstruction) depth up to 32'
Amount $ 6,853,000.00
Start Date: March 2017
Completion Date – December 2017
Self Perform 75%

Name – 2017 Watermain Improvements Cortland Street and Michigan Ave
Engineer – City of Jackson
Work – Installation of new 8" & 12" Watermain
Amount $ 427,000.00
Completion Date – October 27th, 2017

Self perform 75%

Name – Jolly Road Rehabilitation
Engineer – ENG Engineering & Surveying / City of Lansing, MI
Work – 2000 LF 12" Watermain installation, sewer repairs, and road reconstruction.
Amount $ 1,020,627.00
Completion Date – November 2017
Self perform 70%

Name – Pavilion Township, MI
Engineer – Prien & Newhoff
Work – N Ave Sewer Construction (2,600 LF of 18" Gravity Sewer averaging over 20' in depth, Dewatering, and Road Construction)
Amount $ 662,000.00
Anticipated Start Date: May 1st, 2017
Completion Date – July 2017
Self Perform 100%

Name – City of Sturgis, MI
Engineer – Fleis & Vandenbrink
Work – South Street Improvements Project (Storm Sewer (up to 60"), Watermain, Street Reconstruction)
Amount $ 1,077,000.00
Anticipated Start Date: April 24th, 2017
Completion Date – July 2017
Self Perform 70%

Name – Liberty Township Fire Hall
Engineer – RW Mercer Co.
Work – Site Work & Parking Lot construction
Amount $ 180,000.00
Completion Date – November 2016

Name – City of Jackson, MI
Engineer – City of Jackson Building Deptartment
Work – H4HH Hardest Hit Blight Elimination Contracts K and J (Demolition of 25 Residential Structures)
Amount $ 474,000.00
Completion Date – January 2017

Name – City of Coldwater, MI

Engineer – Fishbeck, Thompson, Carr & Huber
5913 Executive Drive, Suite 100
Lansing, MI 48911
Work – Northeast Road and Utility Improvements Contract 1 (12,000 LF of 16" Watermain)
Amount $ 1,291,180.00
Completion Date – November 15th, 2016

Name – City of Coldwater, MI
Engineer – Fishbeck, Thompson, Carr & Huber
5913 Executive Drive, Suite 100
Lansing, MI 48911
Work – Northeast Road and Utility Improvement Contract 3 (5500 lf 8"-12" Watermain, 16,000 Lf of 18" Force Main, Misc. Storm sewer, and complete road reconstruction)
Amount $ 5,183,792.20
Completion Date – November 15th, 2016

Name – MDOT
Engineer – MDOT
Jackson TSC
2750 N. Elm Road
Jackson, MI. 49201
Work – West Avenue (M50) Reconstruction (Sewer, Water, and Road Reconstruction)
Amount $ 2,067,489.80
Completion Date – August 26th, 2016

Name – City of Jackson, Michigan
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Jackson Crossing Lift Station Construction
Amount- $392,750.00
Completion Date – December 2016

Name – City of Jackson, Michigan
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Michigan Ave. Sidewalk Rehabilitation
Amount- $1,591,000.00

Completion Date – Spring 2016

Name – City of Tecumseh
Engineer – Tetra Tech
710 Avis Dr., Suite 100
Ann Arbor, MI 48108
Work – Union St Pump Station Reconstruction
Amount- $239,500.00
Completion Date – March 2016

Name – City of Jackson, MI
Engineer – City of Jackson Building Department
Work – H4HH Hardest Hit Blight Elimination Contract E
Amount $ 378,950.00
Completion Date – December, 2015

Name – City of St. Louis, MI
Engineer – Fishbeck, Thompson, Carr & Huber, Inc.
1515 Arboretum Drive, SE
Grand Rapids, MI 49546
Work – South Transmission Main – Phase II and Giddings Place- 16" Water Trans. Main
Amount- $3,405,000
Completion Date – December 2015
Name – City of Jackson, MI
Engineer – City of Jackson
161 W. Michigan Ave.
Jackson, MI. 49201
Work – Michigan Ave. Utility Replacement – 24" Sanitary Sewer, Storm Sewer, Water main, and street reconstruction.
Amount- $2,983,000
Completion Date – December 2015

Name- Village of Parma
Engineer- Jones & Henry Engineers, Ltd.
Work- Sanitary Sewer Force main and 2 Lift Stations
Amount- $950,000
Completion Date – September 2015

Name – City of Huntington Indiana
Engineer – Bernardin, Lochmueller & Assoc. Inc.
Work – Frederick St. CSO Interceptor 5200 LF 54"- 48" HOBAS FIBERGLASS PIPE, depths up to 28' in solid bedrock
Amount - $5,680,000
Completion Date – Spring 2015

Name- City of Fort Wayne Indiana

Engineer – GAI Consultants
Work – Northwest Feeder Main – 30" & 36" PCCP– Water Transmission Main
Amount - $2,200,000
Completion Date – May 2015

Name- Residence Inn East Lansing Michigan
GC – RW Mercer Co.
Work – Earthwork and Site Utilities
Amount - $600,000
Completion Date – August 2015

Name- City of Clare
Engineer- GFA
Work – Earthwork, Site Utilities, and Lift Station Construction at depths up to 30'
Amount - $2,200,000
Completion Date – July 2015

Name – Whiteford Twp
Engineer – David Arthur Consultants
110 Main Street
Dundee, MI 48131
734-823-5080
Work – Whiteford Twp Sewage Disposal System #2, force mains, gravity sewer, and LS
Amount - $2,056,000
Completion Date – May 2014

Name – Aqua Indiana Inc.
Engineer – DLZ, Inc.
111 W. Columbia Street
Fort Wayne, IN 46802
260-420-3114
Work – Aboite Force main 23,000' of 18" Force main
Amount - $2,688,000
% Complete - 100%
Completion Date - July 2014

Name – Citizens Energy Group, Indianapolis
Engineer – HWC Engineering
151 N. Delaware Street
Indianapolis, IN. 46204

317-347-3663
Work – Thompson/Southeastern Ave. STEP Project, 30,000' of Gravity Sewer, depths up to 34'
Amount - $9,350,000
Completion Date – July 2013

Name – City Fort Wayne
Engineer – United Consulting
1625 N. Post Road
Indianapolis, IN 46219
Work – Swift Relief Interceptor, 6,000' of 30" Sanitary Sewer, depths up to 28'
Amount - $ 1,814,000
Completion Date – July 2012

Name – MDOT
Engineer – MDOT
Jackson TSC
2750 N. Elm Road
Jackson, MI. 49201
Work – M-50 (West Ave. Jackson) Reconstruction
Amount $ 1,240,000
Completion Date – August 2012

Name – City of Indianapolis
Engineer – Crawford, Murphy & Tilly, Inc.
Mr. Richard A. Condre
5652 West 73rd Street
Indianapolis, IN 46278
317-298-4500
Work – Five Points/Southeastern Ave STEP Bl-41-0003D 17,000' of Sanitary Sewer, depths up to 28'
Amount - $5,200,000
% Complete – 100%
Completion Date – November 2011

Name – City of Indianapolis
Engineer – Wesler Engineering
Mr. Eric Hailem
6219 South East Street
Indianapolis, IN 46227
317-788-4551
Work – Homecroft STEP Areas A/B Bl-46-001A/B 20,000' of Sanitary Sewer
Amount - $ 2,628,800
% Complete – 100%
Completion Date – July 2011

Name – City of Noblesville
Engineer – RW Armstrong
Mr. Andy Scales
Union Station
300 S. Meridian St.
Indianapolis, IN 46225
317-493-3719
Work - 5,000' of 48" Sanitary/Storm Sewer and Road Reconstruction
Amount – $ 6,589,000
% Complete – 100%
Completion Date- November 2010

Name – City Coldwater
Engineer/Owner – FTC & H, Inc.
Mr. Paul Viles
5913 Executive Drive
Suite 100
Lansing, MI 48911
517-882-0383
Work – 4000' of 12" Watermain/15" Sanitary Sewer/Road Reconstruction
Amount $ 1,437,000
Completion Date – October 2009

Name – Village of Northport
Engineer/Owner – Fleis & VanDenBrink Engineering, Inc.
Mr. Jim Schiffer
3491 Hartman Road, Ste B
Traverse City, MI 49684
616-977-1000
Work – 41,000' of Sanitary Sewer Installation
Amount $ 5,141,000
Completion Date – July 2008

Name – City of Lansing
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road, Ste A
Lansing, MI 48911
517-394-7900
Work – Combined Sewer Separation, including sanitary sewer, watermains, and full street reconstruction
Amount $ 6,451,000
Completion Date – November 2008

Name – Weesaw Twp.
Engineer/Owner – Merritt Engineering

Mr. Larry Merritt
4568 Red Arrow Hwy.
Stevensville, MI 49127
269-428-4424
Work – 11,000' of Sanitary Sewer
Amount - $ 998,500
Date Completed – September 2007

Name – City of Watervliet
Engineer/Owner – Wightman & Associates
Mr. Tom Deneau
2303 Pipestone Road
Benton Harbor, MI 49022
269-927-0100
Work – Watermain Installation
Amount $ 1,630,000
Date Completed – September 2007

Name – City of Lansing CSO 018
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road
Lansing, MI 48911
517-394-7900
Work – CSO construction (Sewer Separation)
Amount $ 7,432,000
Date Completed - November 2006

Name – City of Lansing Westside Interceptor Manhole Replacement
Engineer/Owner – Tetra Tech, Inc.
Mr. Brad Fraker
1921 E. Miller Road
Lansing, MI 48911
Work – Manhole Replacements
Amount $ 2,210,000
Date Completed – January 2007

Name – MDOT – Michigan Ave. Grass Lake, MI
Engineer/Owner – Jackson County Road Commission
Mr. Joe Michalsky, P.E.
Elm St.

Jackson, MI 49201
517-788-4230
Work – Road Reconstruction
Amount $ 501,000
Date Completed – October 2006

Name – Southern Interceptor
Engineer – OMM Engineering
Chris Corner, P.E.
1680 East Paris, S.E.
Grand Rapids, MI 49546
616-957-4350
Owner – Jackson County Drain Commission
Work – 85,000 of sanitary forcemain
Amount $ 3,371,000
Date Completed – June 2006

Name – CSO 025
Engineer – City of Lansing
Mr. Chad Gamble, P.E.
City Hall
Lansing, MI 48906
517-483-4455
Owner – City of Lansing
Work – Sewer Separation
Amount - $ 4,420,000
Date Completed – July 2005

Name – Springport Water System Improvements
Engineer – Fleis and Vandenbrink
Mr. Steve Bishop, P.E.
2960 Lucerne Drive
Grand Rapids, MI 49546
616-977-1000
Owner – Village of Springport
137 E. Main St.
Springport, MI 49284
Work – 21,000 of Watermain Replacement
Amount $ 1,405,000
Date Completed – November 2004

Name – CSO 037
Engineer- City of Lansing
Mr. Chad Gamble, P.E.
City Hall
Lansing, MI 48906

517-483-4455
Owner – City of Lansing
Work- Sewer Separation
Amount $ 7,350,000
Date Completed – December 2004

Name – N.W. Sanitary Sewer And Watermain
Engineer – Wilcox And Assoc.
Mr. Randy Wilcox, P.E.
8180 Broadnoor Ave. SE
Caledonia, MI 49316
616-891-0800
Owner - Caledonia Township
Work – 95,000' of Sanitary Sewer and Water
Amount $ 5,460,000.00
Date Completed – June 2003

Name – City of Lansing Sheridan Road
Engineer – Capital Consultants
Mr. Paul Risberg
725 Prudden St.
Lansing, MI 48911
517-371-1200
Work – Road Reconstruction
Amount - $ 1,280,000
Date Completed – Nov 2003

Name – Boardman Road
Engineer – Jackson County Road Commission
Mr. John Sanders, P.E.
2400 N. Elm St.
Jackson, MI 49201
517-788-4230
Work – 1.8 miles of road construction
Amount $ 1,483,000
Date Completed June 2003

Name – Saginaw Road Forcemain
Engineer – City of Midland
Mr. Brain McManus, P.E.
333 W. Ellsworth Ave.
Midland, MI 48640
989-837-3353
Work – 14,000' of 42"DIP Forcemain with complete road reconstruction
Amount $ 5,675,000

Date Completed – November 2001

Criteria 12

Dunigan Bros., Inc. hires locally to project areas and has a staff of travelling laborers, operators, and managers who has been with and have experience at Dunigan Bros., Inc. for up to 40+ years. Subcontractors are sourced as close to projects as possible, but if a subcontractor not capable of doing timely, quality, or can't handle the complexity of the work more capable subcontractors will be sourced from outside of the work local.

Workers will be on Dunigan Bros., inc's or the subcontractors payroll, no independent contractors will be used in violation of state laws.

Criteria 24

Dunigan Bros., inc.'s EMR has been 0.98 for the 3 previous years.

Criteria 28

"Dunigan Bros., Inc. does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor."

Dunigan BROS. INC.
JACKSON, MICH.

Key Personnel

Patrick Dunigan
President
40+ Years of Underground Construction Management
Current Commitments: Oversees all day to day operations

Patrick Dunigan II
Estimator/Project Manager
7 Years of Underground Construction Experience as an Operator, Laborer, and Foreman.
10 Years as Construction Project Manager and Estimator
Current Commitments: management of all current projects

Dustin Dunigan
Foreman/Superintendent
18 Years of Underground Construction Experience as an Operator. Laborer. Foreman, and Superintendent
Current Commitments: Pittsfield US12 Sewer

Kelvin Indish
Foreman
35 Years of Underground Construction Experience as an Operator. Laborer. and Foreman
Current Commitment: Brighton Auger Boring/Pittsfield US12 Sewer

Drake Dunigan
Foreman/Superintendent
14 Years of experience in underground construction as an operator. laborer. and foreman.
Current Commitments: Jackson Morrell/Steward Watermain. Brighton NW Neighborhoods

Hunter Freeman
Foreman
8 years of Construction experience as operator and foreman
Current Commitment: Brighton NW Neighborhoods

Marcus Beal
Safety & Maintenance Director
10+ years of construction experience
Current Commitments: all company safety and maintenance responsibilities

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: April 2, 2024

SUBJECT: Dixon Engineering & Inspection Services proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting.

Recommendation:

Approve Dixon Engineering & Inspection Services proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting Project at the cost of $129,550.00 to be covered by water funds. 402-591-000-985.005

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Mike Osborn, Director of Public Works

DATE: April 2, 2024

RECOMMENDATION: Approve Dixon Engineering & Inspection Services proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting Project at the cost of $129,550.00 to be covered by water funds. 402-591-000-985.005

ISSUE STATEMENT

Allow Dixon Engineering & Inspection Services to proceed with Engineering and Project Administration for the Water Treatment Plant's West Clarifier Restoration and Painting Project, at the cost of $129,550.00. Amount to be covered through water funds.402-591-000-985.005. The scope of work is generally identified as follows:
Technical Specifications, Contract Documents, Pre-bid Meeting, Project Administration, Preconstruction Meeting, Weld Observation, Wet Interior Coating Observation, Catholic Protection Observation, and One (1) year warranty (Dry) on the Two (2) Clarifiers: Primary, Secondary of the west side of the Water Treatment Plant.

DESCRIBE THE CONSEQUENCES

The engineering services in the amount of $129,550.00 is to be covered through water funds.402-591-000-985.005. This is an expensive restoration project, but if not completed the City could lose the ability/capacity to timely and adequately treat clean and produce safe drinking water for the City of Jackson and its surrounding customers

OWNERSHIP

City Council previously approved and authorized the completion of the painting of the east clarifiers in November 2023 by JK of Michigan, who replaced the original contractor that did not meet its completion date and performance obligations under the contract and was therefore terminated. JK of Michigan completed the east clarifier painting work in order to get that clarifier operational. The clarifier paint coating has a life expectancy of 12–15 years and the proper application of this coating is the most important step to make sure that it will meet its useful life and that the water clarifier can continue to operate. The west clarifiers have been in need of repair and painting for quite some time. Given the nature of the clarifiers mainly being

submerged in water, inspections have indicated blistering as well as areas of bare metal with rapid deterioration. The last dates that both the east and west clarifiers were painted prior to the current project was in 1997-98. In the opinion of Dixon Engineering and the WTP staff, this is far too long a time period for the useful life of the paint. This project was originally slated for the 2022-2023 budget year with American Rescue Plan Funds. The City stopped the project in August 2023 due to lack of original contractor performance as noted above. As a result, the City needs to move forward with the engineering work and to continue this project to completion in order to protect one of the City of Jackson WTP's vital assets.

SOLUTION

Approve Dixon Engineering & Inspection Services to proceed with Engineering and Project Administration For the Water Treatment Plant Clarifier Restoration and Painting Project.

FACILITATE IMPLEMENTATION

Authorize approval of Dixon Engineering & Inspection Services' proposal to proceed with Engineering and Project Administration for the Water Treatment Plant Clarifier Restoration and Painting Project, at the cost of $129,550.00 to be covered through water funds.402-591-000-985.005.

ATTACHMENTS

None