JACKSON
Founded 1829

AGENDA - CITY COUNCIL

Tuesday, September 10, 2024

6:30 PM

1. **CALL TO ORDER.**

2. **PLEDGE OF ALLEGIANCE.**

   A. Invocation to be given by Third Ward Councilmember Angelita Gunn

3. **ROLL CALL.**

4. **ADOPTION OF AGENDA.**

5. **PRESENTATIONS/PROCLAMATIONS.**

6. **PUBLIC HEARINGS.**

7. **CITIZEN COMMENTS.**

   (3-Minute Limit)

8. **CONSENT CALENDAR.**

   Consent Action

   A. Minutes of the August 13, 2024 City Council Meeting

   B. Appointment to the Jackson Public Arts Commission

   Approve the Mayor's recommendation to appoint Jeremy Frew to the Jackson Public Arts Commission as an ex-officio member representing Ella Sharp Museum, for a term of three years, beginning immediately and ending on May 28, 2027.

   C. Appointment to the Human Relations Commission

Approve the Mayor's recommendation to appoint Donna Brown to the Human Relations Commission for a three-year term, beginning immediately and ending on December 31, 2026, in concurrence with the HRC recommendation.

D. City of Jackson, Michigan Financial Statements as of and for the One Month Ended July 31, 2024

E. 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER)--Draft

Receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

F. Special Event Application: Walk to End Alzheimer's 2024

Approve a request from the Alzheimer's Disease & Related Disorders Association to host their 2024 Walk to End Alzheimer's on October 5, 2024, on the streets of downtown Jackson.

G. Establish a Public Hearing for the proposed street renaming of Milwaukee Street to Carl Breeding Way

Pursuant to the City of Jackson Addressing Policy, conduct a public hearing on September 24th, 2024 regarding the proposed street naming of Milwaukee Street to Carl Breeding Way.

H. Establish Public Hearing – Brown Street Construction, Denton - High.

Establish October 8, 2024 at the City Council meeting as the time and place to hold a public hearing regarding impacts to pedestrian and non-motorized routes during construction on Brown Street between Denton and High.

9. OTHER BUSINESS.

10. NEW BUSINESS.

A. Region 2 Planning Commission Invoice – Local Share Cost of JACTS Unified Work Program FY 2024.

Approve payment of the invoice from Region 2 Planning Commission for local share cost of Jackson Area Comprehensive Transportation Study (JACTS) Unified Work Program for FY 2024, in the amount of $27,883.00, in accordance with the recommendation of the City Engineer, and authorize the City Engineer to sign the Local Funding Resolution.

B. Amendment 2 to the 23-001 Major Street Engineering Contract.

Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

C. Engineer's Report for Street Reconstruction - Pearl Street, Cooper Street to Waterloo Avenue.

Receive the Engineer's Report for street reconstruction on Pearl Street from Cooper Street to Waterloo Avenue and establish October 22, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

D. Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc.

Approve Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc. in the decreased amount of $25,618.08 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

E. Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc.

Approve Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc. in the increased amount of $9,852.56 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

F. Recommendation of Approval for the First Renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan.

Approval of the first renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan in the estimated amount of $220,936.93, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

G. Resolution for Approval of a Contract with MDOT for bridge reconstruction and transmission water main replacement on Cooper St. from Washington Ave. to Michigan Ave.

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for bridge reconstruction and transmission water main replacement on Cooper Street from Washington Avenue to Michigan Avenue and authorization for the Mayor and City Clerk to execute the

appropriate documents.

H. Approve Contract Award – North Extension Sewer Make Ready.

Approve the Contract Award for site access construction and manhole repairs to make ready for the upcoming cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $383,170.39 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

I. Approve Contract Award – North Extension Sewer Cleaning and Televising.

Approve the Contract Award for the cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $341,617.45 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

J. Amendment 3 to the 23-002 Major Street Engineering Contract.

Approve Amendment 3 to the 23-002 Lansing Avenue Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $335,780.00 and authorization for the City Manager and City Engineer to sign the appropriate document.

K. Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering Contract.

Approve Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $318,810.00, and authorization for the City Manager and City Engineer to sign the appropriate document.

L. Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc.

Approve Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the decreased amount of $47,524.74 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

M. Zoning map amendment request for 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530).

Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

N. Approve Purchase of Three Police Patrol Vehicles

Approve purchase of three police patrol vehicles for $143,304.

O. Approve Purchase of Firefighter Turnout Gear

Approve purchase of firefighter turnout gear

P. Receive HUD Substantial Amendment #1 and Establish a Public Hearing

Receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024

Q. Receive HUD Substantial Amendment #7 and Establish a Public Hearing

Receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024

11. CITY COUNCILMEMBER'S COMMENTS.

12. CITY MANAGER'S COMMENTS.

13. ADJOURNMENT.

CITY COUNCIL MEETING MINUTES
August 13, 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 Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Pastor Chris Heydenburg, guest of Vice Mayor Freddie Dancy.

ROLL CALL:

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

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Chief Equity Officer John Willis, Director of Police and Fire Services Elmer Hitt, Director of Finance Heather Ehnis, and City Engineer Jon Dowling.

ADOPTION OF AGENDA:

Motion was made by Councilmember Forgrave, seconded by Councilmember Wood to adopt the agenda. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS:

A. Proclamation of Appreciation to Jon Dowling as he retires from the City of Jackson

Mayor Mahoney presented City Engineer Jon Dowling a proclamation of appreciation.

B. Jackson District Library - Millage Renewal Information

Liz Breed and Jen Holan of the Jackson District Library provided information regarding the millage renewal proposal.

PUBLIC HEARINGS:

A. 545 Hupp Avenue – Brownfield Plan and Reimbursement Agreement

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to open the public hearing to receive citizen comment on the proposed Brownfield Development and Reimbursement Agreement for the property located at 545 Hupp Avenue (consisting of parcels numbers as listed). Vote was done by voice with all in favor.

No comments were given during the hearing.

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

B. IDD No. 98- 503 E. Biddle

Motion was made by Councilmember Wood, seconded by Vice Mayor Dancy to open the public hearing to receive citizen comment on Item B - IDD No. 98 for 503 E Biddle. Vote was done by voice with all in favor. Motion carried.

Malik Goodwin spoke on behalf of the applicant, Sherriff-Goslin. No other comments were offered during the hearing.

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

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

CONSENT CALENDAR:

A Minutes of the July 16, 2024, City Council Meeting
Approve the minutes of the regular meeting of July 16, 2024 City Council Meeting

B. City of Jackson, Michigan Financial Statements as of and for the Twelve Months Ended June 30, 2024

C. DIRECTTV, LLC Annual Video Report for U-verse Video Service in Michigan
Accept the report submitted, as required by the local franchise agreement, by Direct TV

D. Traffic Control Order 2400, Argyle – Wisner to West.
Approval of Traffic Control Order 2400 to increase the speed limit from 25 miles per hour to 30 miles per hour on Argyle Street between Wisner Street and West Avenue.

E. Traffic Control Order 2401, Argyle – Brown to Wisner.
Approval of Traffic Control Order 2401 to increase the speed limit from 25 miles per hour to 30 miles per hour on Argyle Street between Brown Street and Wisner Street

F. Traffic Control Order 2402, Monroe – Wisner to West.
Approval of Traffic Control Order 2402 to increase the speed limit from 25 miles per hour to 30 miles per hour on Monroe Street between Wisner Street and West Avenue.

G. Resignation from Racial Equity Commission
Accept the resignation of Bikash Jha from the Racial Equity Commission, effective August 1, 2024.

H. Resignation from Human Relations Commission
Accept the resignation of Bikash Jha from the Human Relations Commission, effective August 1, 2024.

I. Special Event Application: Jackson Hispanic Heritage Festival 2024
Approve a request from Nuestra Comunidad to host their Jackson Hispanic Heritage Festival event on September 14, 2024 in Horace Blackman Park, the True Community Credit Union City Square, and on the streets of downtown Jackson.

J. Special Event Application: Jackson High School Homecoming Parade
Approve a request from Jackson High School Homecoming Parade on Friday, October 4, 2024, and use road closures on Jackson Streets with a police escort.

K. Special Event Application: Grand River Cleanup 2024
Approve a request from the Grand River Environmental Action Team for Grand River Cleanup on September 14, 2024.

L. Special Event Application: Henry Ford 5k at Cascades
Approve a request from the Foote Hospital DBA/Henry Ford Jackson for the Henry Ford 5k at Cascades Park on September 8, 2024.

M. Special Event Application: Beats in the Park 2024
Approve a request from Beats in the Park to host Beats in the Park on Saturday, September 21, 2024, in Horace Blackman, Bucky Harris Parks, Grand River Pavilion, and City parking lots.

N. *Special Event Application: Topia Art & Tech Festival*
Approve a request from Jackson Young Professionals to host the Topia Art & Tech Festival on September 5-7, 2024, downtown Jackson

O. Special Event Application: Jackson Pride Festival & Picnic
Approve a request from the Jackson Pride Center to host the Pride Festival on August 18, 2024, in Horace Blackman Park, True Community Credit Union City Square, and the streets of downtown Jackson.

P. Special Event Application: Jackson Civil War Muster 2024
Approve a request from the Jackson Civil War Society to host their Civil War Muster on August 23-25, 2024, at Cascades Park.

Q. Special Event Application: Prince Hall Americanism Day Walk
Approve a request from St. Nicholas Lodge #12 to host the Prince Hall Americanism Day Walk on September 15, 2024, walking from the MLK Center down the streets of Jackson.

R. Special Event Application: ORS Oktoberfest 10k/5k-Kids Superhero Run
Approve a request from Orthopaedic Rehab Specialists, PC to host the ORS Oktoberfest 10k/5k and Kids Superhero Run on September 28, 2024, at Consumer's Energy Headquarters and MLK Equality Trail.

Motion was made by Councilmember Forgrave, seconded by Councilmember Hunt to approve the consent calendar. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

OTHER BUSINESS: none.

NEW BUSINESS:

A. Brownfield Plan Development and Reimbursement Agreement – 545 Hupp Avenue

Recommendation: *Approve the Brownfield Plan Development and Reimbursement Agreement for property located at 545 Hupp Avenue, consisting of parcel numbers 6-013600000, 6-013800000, 6-013500000, and 6-0135.1000 (Air Hydraulics).*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve the Brownfield Plan Development and Reimbursement Agreement for property located at 545 Hupp Avenue. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

B. Industrial Development District No. 98 - 503 E. Biddle

Recommendation: *Consider a resolution establishing an Industrial Development District at 503 E. Biddle per the request of the owner, Sherriff-Goslin.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to consider a resolution establishing an Industrial Development District at 503 E. Biddle per the request of the owner. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

C. American Rescue Plan Act - State and Local Fiscal Recovery Funds allocation

Recommendation: *Approval of American Rescue Plan Act – State and Local Fiscal Recovery Funds for the provisioning of governmental services in the amount of $1,304,825.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Robinson to approve the American Rescue Plan Act-State and Local Fiscal Recover Funds for the provisioning of governmental services in the amount of $1,304,825. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

D. OpenGov Full Suite Procurement software 3-year contract

Recommendation: *Approve the funding for the OpenGov Full Suite Procurement software 3-year contract in the amount of $125,711.40 and authorize the City Manager to execute the appropriate documents in accordance with the City of Jackson purchasing guidelines.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve the funding for the OpenGov Full Suite Procurement Software 3 year contract in the amount of $125,711.40 and authorize the City Manager to execute the appropriate documents in accordance with the City of Jackson purchasing guidelines. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

E. Transportation Asset Management Plan Resolution
Recommendation: *Adopt a Resolution to Approve and Adopt the Transportation Asset Management Plan.*

Motion was made by Councilmember Gunn, seconded by Councilmember Wood to adopt a resolution to approve and adopt the Transportation Asset Management Plan. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

F. Street Administrator Resolution
Recommendation: *Adopt a Resolution for Designation of Street Administrator.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Hunt to adopt a resolution for designation of Street Administrator. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

G. Limited English Proficiency (LEP) Plan – Title VI Resolution
Recommendation: *Adopt a Resolution to approve the revised Limited English Proficiency Plan, Authorize the Mayor and City Manager to sign the Non-Discrimination Policy Statement, and Authorize the Mayor to sign the Title VI Assurances.*

Motion was made by Councilmember Robinson, seconded by Councilmember Gunn to adopt a resolution to approve the revised Limited English Proficiency Plan, authorize the Mayor and City Manager to sign the Non-Discriminatory Policy Plan Statement, and authorize the Mayor to sign the Title VI Assurances. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

H. MDOT for State Trunkline maintenance 2024-2029 Resolution

Recommendation: *Adopt a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for the maintenance of State Trunklines from October 1, 2024 through September 30, 2029 and authorize the City Manager and City Engineer to sign the appropriate contract documents***.**

Motion was made by Councilmember Wood, seconded by Councilmember Robinson to adopt a resolution to enter into a contract with the Michigan Department of Transportation for the maintenance of state trunklines from October 1, 2024 through September 30, 2029 and authorize the City Manager and City Engineer to sign the appropriate contract documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

I. Contract Award – E. Michigan Ave. Maintenance Paving.

Recommendation: *Approve the Contract Award for maintenance paving on I-94BR Michigan Avenue from Dwight Street to the east City Limits to Bailey Excavating, Inc. of Jackson, Michigan at a cost of $87,421.08 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve the contract award for maintenance paving on I-94 Michigan Avenue from Dwight Street to east of the city limits to Bailey Excavating, Inc., of Jackson, Michigan at a cost of $87,421.08, and authorize the Mayor and City Clerk to execute the appropriate documents in accordance with the Purchasing Agent. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

J. Revocable License - Jackson County.

Recommendation: *Approve a Revocable License for the installation of underground conduits within the Wesley Street public right-of-way adjacent to the County Courthouse at 312 S. Jackson Street and authorize the Mayor and City Clerk to execute the appropriate document(s).*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve a revocable license for the installation of underground conduits within the Wesley Street public right-of-way adjacent to the County Courthouse at 312 S. Jackson Street and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

K. Stormwater Management Agreement for 971 N. West Avenue
Recommendation: *Approve a Stormwater Management Agreement and Declaration of Easement with LSMA Jackson LLC for the development of 971 N. West Avenue and authorize the City Manager to execute the appropriate documents.*

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve a Stromwater Management Agreement and Declaration of Easement with LSMA Jackson, LLC for the development of 971 N. West Avenue and authorize the City Manager to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

L. Resolution to Enter into an Agreement with American Forests for Urban and Community Forestry Grant work.
Recommendation: *Adopt a resolution to enter into an agreement with American Forests for a project to inventory and improve the nursery stock within the right-of-ways for the public streets within the City of Jackson, and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Robinson, seconded by Councilmember Wood to adopt a resolution to enter into an agreement with American Forests for a project to inventory and improve the nursery stock within the right-of-ways for the public streets within the City of Jackson and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

M. Change Order 2 to the SCADA Improvements contract with J. Ranck Electric, Inc.
Recommendation: *Approve Change Order 2 to the SCADA Improvements Contract with J. Ranck Electric, Inc., in the decreased amount of $37,720.81 to balance the contract by removing the allowances not needed and authorize the City Manager and Director of Public Works to execute the appropriate document.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve Change Order 2 to the SCADA Improvements Contract with J. Ranck Electric, Inc., in the decreased amount of $37,720.81 to balance the contract by removing the allowances not needed, and authorize the City Manager and Director of Public Works to execute the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

N. Caterpillar Model: CB2.7-MB Compactor from Michigan CAT.
Recommendation: *Approve the purchase of a new Caterpillar Model: CB2.7-MB Compactor from Michigan CAT for $66,166.00. MiDeal Contract number 240000000165*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve the purchase of a new Caterpillar Model: CB2.7-MB Compactor from Michigan CAT for $66,166.00. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

O. Caterpillar model: 430 Backhoe for Michigan CAT,
Recommendation: *Approve the purchase of a new Caterpillar model: 430 Backhoe from Michigan CAT, 7650 Millett Hwy, Lansing Michigan for the amount of $158,705.00. MiDeal contract number 240000000165.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the purchase of a new Caterpillar model 430 Backhoe from Michigan CAT for the amount of $158,705.00. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

P. Purchase of a new 2024 Vermeer D10x15 system
Recommendation: *Approve the purchase of a new 2024 Vermeer D10x15 system for $226,614.71. This price includes a 7% contingency. Sourcewell # 110421-VRM.*

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to approve the purchase of a new 2024 Vermeer D10x15 system for the amount of $226,614.71 (this price includes a 7% contingency. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Q. M&K Jetting and Televising Contract
Recommendation: *Approve a contract with M&K Jetting and Televising in the amount of $144,375.00 for performing water service line verification for the Complete Distribution Service Material Inventory.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve a contract with M&K Jetting and Televising in the amount of $144,375.00 for performing water service line verification for the Complete Distributing Service Material Inventory. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

R. Change Order 7 to the CWSRF contract with Allied Mechanical Services, Inc.
Recommendation: *Approve Change Order No. 7 to the Wastewater Treatment Plant Clean Water State Revolving Fund (CWSRF) 2022 Improvements Contract with Allied Mechanical Services, Inc. in the increased amount of $36,722.00 and authorize the City Manager and Director of Public Works to execute the appropriate documents.*

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve Change Order 7 to the Wastewater Treatment Plant Clean Water State Revolving Fund Improvements Contract with Allied Mechanical Services, Inc., in the increased amount of $36,7121.00 and authorize the City Manager and Director of Public Works to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

S. Professional Service Agreement with Fishbeck
Recommendation: *Award a Professional Services Agreement Contract with Fishbeck in a not to Exceed Amount of $187,500 to Provide Environmental Consultant Services during the Commercial Exchange Demolition.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to award a professional services agreement contract with Fishbeck in a not to exceed amount of $187,500 to provide environmental consultant services during the Commercial Exchange Demolition. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

T. Michigan Department of Natural Resources and the Council of Community Foundation Spark Grant - MLK Center pavilion and playground.
Recommendation: *Approve a Resolution to accept a $664,600 Spark Grant from the Michigan Department of Natural Resources and the Council of Community Foundation for a new addition to the MLK Center pavilion and playground.*

Motion was made by Councilmember Robinson, seconded by Councilmember Forgrave to approve a resolution to accept a $664,600 Spark Grant from the Michigan Department of Natural Resources and the Council of community Foundation for a new addition to the MLK Center pavilion and playground. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

U. Approval of Racial Equity Audit Proposal from CNA Center for Justice
Recommendation: *Approval of the $125,000 Racial Equity Audit Proposal from the CNA Center for Racial Justice as requested by the City of Jackson Racial Equity Commission.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve the $125,000 Racial Equity Audit Proposal from the CNA Center for Racial Justice as requested by the City of Jackson Racial Equity Commission. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

CITY COUNCILMEMBER'S COMMENTS:

Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave all offered comments.

MANAGER'S COMMENTS:

City Manager Jonathan Greene offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Vice Mayor Dancy and seconded by Councilmember Wood. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 8:23 p.m.

CITY OF JACKSON
Founded 1829

Office of the Mayor
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4028 • Facsimile: (866) 384-1772

MEMO TO: City Councilmembers

FROM: Daniel Mahoney, Mayor

DATE: September 10, 2024

SUBJECT: Appointment to Jackson Public Arts Commission

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Jeremy Frew to the Jackson Public Arts Commission as an ex-officio member representing Ella Sharp Museum, for a term of three years, beginning immediately and ending on May 28, 2027.

Created under Ordinance No. 2015.13, adopted on April 28, 2015, City Code, Chapter 2, Article II, Division 9, Sec. 2-351 – Sec. 2-361. Five (5) members nominated by the Mayor and approved by City Council, who shall be residents of the City. Commissioners will serve 3-year terms. Members shall have experience and/or an interest in the placement, creation, or designation of public art. Up to three (3) appointed ex-officio members, and the City Manager or his/her designee, one City Councilmember, and one appointed representative of Ella Sharp Museum of Art and History. Ex-officio members will be appointed to 3-year terms.

I am, therefore, recommending the appointment of Jeremy Frew as an ex-officio member representing Ella Sharp Museum to the Jackson Public Arts Commission for a three year term, beginning immediately and ending on May 28, 2027.

Your consideration and concurrence is appreciated.

DM:lmm

Lisa Moutinho

From: noreply@civicplus.com
Sent: Monday, August 5, 2024 1:22 PM
To: Aaron Dimick; Lisa Moutinho
Subject: Online Form Submittal: City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

First Name	Jeremy
Last Name	Frew
Address	12514 Crystal Lake Drive South
City	Cement City
State	MI
Zip	49233
Phone Number	5173581119
Email	jeremyf@ellasharp.org
Last four digits of Social Security Number	
Occupation	Executive Director, Ella Sharp Museum
Describe your community involvement.	I am active involvement in various community groups and boards e.g., College and Career Access Center, Jackson Community Foundation, MiWorks, Jackson County Early College, Kiwanis and Cradle to Career,
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission. However, some boards and commissions have residency requirements.	No
If you answered "No" where do you reside?	Hillsdale County

If you answered "Yes" how long have you been a City resident?	*Field not completed.*
Which board or commission are you interested in? You may choose more than one.	Public Arts Commission
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	No
Why do you want to serve on your selected board or commission?	As the Ella Sharp Museum, Executive Director, I have a unique perspective and experience when it comes to the Arts.
Upload additional documents	*Field not completed.*

(Section Break)

Appointment Process

Following the submission of your completed application, it will be reviewed by the City Manager's Office and the City Treasurer's Office. The Treasurer will review your application to ensure you do not owe the City unpaid taxes or fines. After that clearance, the Mayor will review your application and make a recommendation for an appointment to a board or commission by the City Council. If the recommendation is confirmed by the City Council, you may officially start the process of becoming a member of a board or commission.

(Section Break)

City Charter Section 2.15. - Person in Default to the City.

The city shall not contract with, or give an appointive position to, one who is in default to the city. No person who is in default to the city may accept or hold an elective or appointive position unless the default is resolved. Written notice describing the default shall be filed with the clerk and verified by the treasurer and served upon the candidate before the oath of office is given, or upon the officeholder. The term "default" shall not apply if the candidate or officeholder shall, within 30 days after receiving the notice, resolve the default, or if the person shall contest it by any recognized means of legal procedure before a court or tribunal of competent jurisdiction. In the event the indebtedness is upheld, the person shall have 30 days after final determination of the obligation is made to pay it in full.

(Section Break)

Final Submission

Completed applications are kept on file for up to one year after submission. You will be contacted using the information you provided if you are selected for final

consideration by the City Council. A board or commission appointment is a non-paid volunteer position.

Digital Signature	Jeremy Frew
Date of Submission	August 8, 2024

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CITY OF JACKSON
Founded 1829

Office of the Mayor
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4028 • Facsimile: (866) 384-1772

MEMO TO: City Councilmembers

FROM: Daniel J. Mahoney, Mayor

DATE: September 10, 2024

SUBJECT: Appointment to the Human Relations Commission

RECOMMENDATION:

> **Approve the Mayor's recommendation to appoint Donna Brown to the Human Relations Commission for a three-year term, beginning immediately and ending on December 31, 2026, in concurrence with the HRC recommendation.**

It is my recommendation to appoint Donna Brown to the Human Relations Commission for a three-year term, beginning immediately and ending December 31, 2026, in concurrence with the HRC recommendation.

Your consideration and concurrence is appreciated.

DJM:lmm

Lisa Moutinho

From: noreply@civicplus.com
Sent: Saturday, May 4, 2024 11:22 AM
To: Aaron Dimick; Lisa Moutinho
Subject: Online Form Submittal: City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

First Name	Donna
Last Name	Brown
Address	214 S. Jackson Street Apt# 312
City	Jackson
State	MI
Zip	49201
Phone Number	517-610-4168
Email	Donnasexybrown@gmail.com
Last four digits of Social Security Number	
Occupation	Executive Secretary
Describe your community involvement.	I am actively engaged in our community by delivering food to those in need and providing assistance to individuals facing eviction. Through these efforts, I strive to make a positive impact by addressing immediate needs and offering support during challenging times. By volunteering my time and resources, I aim to contribute to building a stronger, more compassionate community where everyone has access to essential resources and support. In addition to my community involvement, I am proud to share that my father, Otis Brown, was recently acknowledged for his remarkable dedication to the City of Jackson Recreation Department, where he served for over 45 years. His commitment to our community has inspired me to follow in his footsteps and continue his legacy of service. As a tribute to his tireless efforts, I am motivated to serve on the Jackson

	Housing Board, where I can contribute my skills and passion to make a positive difference in the lives of our residents. It is an honor to uphold my father's legacy and work towards creating a better future for all in our community.
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission. However, some boards and commissions have residency requirements.	Yes
If you answered "No" where do you reside?	*Field not completed.*
If you answered "Yes" how long have you been a City resident?	More than 50 years.
Which board or commission are you interested in? You may choose more than one.	Affordable Housing Development Board, Downtown Development Authority Board, Economic Development Corporation for Jackson County, Election Commission, Historic District Commission , Human Relations Commission , Jackson County Land Bank Authority, Jackson Housing Commission, MLK Corridor Improvement Authority, Racial Equity Commission, Region II Planning Commission
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	*Field not completed.*
Why do you want to serve on your selected board or commission?	I want to serve on the Jackson Housing Board because I am deeply committed to addressing housing issues and ensuring that all residents have access to safe, affordable housing. Through my community involvement, I have witnessed the impact of housing insecurity and eviction on individuals and families. I believe that by serving on the Housing Board, I can contribute my skills, passion, and firsthand experience to help develop and implement policies and programs that address these challenges effectively. Additionally, as a tribute to my father's legacy of service to our community, I am motivated to continue his work by advocating for equitable housing opportunities and creating positive change for our residents.

Upload additional documents	*Field not completed.*

(Section Break)

Appointment Process

Following the submission of your completed application, it will be reviewed by the City Manager's Office and the City Treasurer's Office. The Treasurer will review your application to ensure you do not owe the City unpaid taxes or fines. After that clearance, the Mayor will review your application and make a recommendation for an appointment to a board or commission by the City Council. If the recommendation is confirmed by the City Council, you may officially start the process of becoming a member of a board or commission.

(Section Break)

City Charter Section 2.15. - Person in Default to the City.

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(Section Break)

Final Submission

Completed applications are kept on file for up to one year after submission. You will be contacted using the information you provided if you are selected for final consideration by the City Council. A board or commission appointment is a non-paid volunteer position.

Digital Signature	Donna Brown
Date of Submission	05/04/2024

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CITY OF JACKSON MICHIGAN

Financial Statements

As of and for the One Month Ended July 31, 2024
(Unaudited and Prepared on the Adopted Budget-Basis)

EXPENDITURE SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
FUND TYPE/FUND NAME						
General Fund						
101 - GENERAL						
101-000 - CITY COUNCIL	121,212	$121,212	$9,137	$9,137	7.53%	$112,075
103-000 - CHARTER REVIEW COMMITTEE	2,500	$2,500	–	–	0.00%	$2,500
172-000 - CITY MANAGER	547,902	$547,902	$32,318	$32,318	5.89%	$515,584
191-000 - FINANCE	692,384	$692,384	$113,166	$113,166	16.34%	$579,218
215-000 - CITY CLERK	418,878	$418,878	$21,816	$21,816	5.20%	$397,062
228-000 - MANAGEMENT INFORMATION SERVICES	462,336	$462,336	$17,359	$17,359	3.75%	$444,977
233-000 - PURCHASING	126,943	$126,943	$16,568	$16,568	13.05%	$110,375
253-000 - CITY TREASURER	458,257	$458,257	$23,411	$23,411	5.10%	$434,846
254-000 - CITY INCOME TAX ADMINISTRATION	269,322	$269,322	$12,305	$12,305	4.56%	$257,017
257-000 - CITY ASSESSOR	536,951	$536,951	$34,865	$34,865	6.49%	$502,086
262-000 - CITY CLERK-ELECTIONS	204,033	$204,033	$5,012	$5,012	2.45%	$199,021
265-000 - CITY HALL AND GROUNDS	823,267	$823,267	$79,292	$79,292	9.63%	$743,975
266-000 - CITY ATTORNEY	870,007	$870,007	$58,435	$58,435	6.71%	$811,572
270-000 - PERSONNEL & LABOR RELATIONS	637,912	$637,912	$14,269	$14,269	2.23%	$623,643
278-000 - UNALLOCATED	835,290	$835,290	$31,026	$31,026	3.71%	$804,264
299-000 - ADMINISTRATIVE HEARINGS BUREAU	218,549	$218,549	$8,020	$8,020	3.66%	$210,529
301-000 - POLICE	12,347,317	$12,347,317	$686,138	$686,138	5.55%	$11,661,179
311-224 - OSHP GRANT	13,114	$13,114	–	–	0.00%	$13,114
320-000 - CONSORTIUM TRAINING	36,000	$36,000	–	–	0.00%	$36,000
321-000 - IN SERVICE TRAINING	16,000	$16,000	–	–	0.00%	$16,000
340-000 - FIRE SUPPRESSION	6,487,641	$6,487,641	$396,107	$396,107	6.10%	$6,091,534
350-000 - PUBLIC SAFETY-UNALLOCATED	1,937,698	$1,937,698	$201,113	$201,113	10.37%	$1,736,585
442-000 - FORESTRY	873,773	$873,773	$40,915	$40,915	4.68%	$832,858
444-000 - SIDEWALK CONSTRUCTION	152,254	$152,254	$8,275	$8,275	5.43%	$143,979
445-000 - DRAINS AT LARGE	109,921	$109,921	–	–	0.00%	$109,921

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
450-000 - STREET LIGHTING	630,230	$630,230	$46,629	$46,629	7.39%	$583,601
455-000 - WEED CONTROL	106,644	$106,644	$10,470	$10,470	9.81%	$96,174
465-000 - GROUNDS MAINTENANCE	505,346	$505,346	$16,108	$16,108	3.18%	$489,238
567-000 - CEMETERIES	533,853	$533,853	$15,228	$15,228	2.85%	$518,625
571-000 - TAX PROPERTY MAINTENANCE	229,478	$229,478	$31,282	$31,282	13.63%	$198,196
572-000 - CIVIC AFFAIRS	142,987	$142,987	$3,772	$3,772	2.63%	$139,215
701-000 - PLANNING	272,477	$272,477	$14,210	$14,210	5.21%	$258,267
728-000 - ECONOMIC DEVELOPMENT	140,500	$140,500	$3,556	$3,556	2.53%	$136,944
752-000 - PARKS, RECREATION & GROUNDS ADMIN.	347,158	$347,158	$34,923	$34,923	10.05%	$312,235
758-000 - LT. NIXON MEMORIAL POOL	116,975	$116,975	$43,564	$43,564	37.24%	$73,411
771-000 - PARKS & FACILITIES MAINTENANCE	1,169,290	$1,169,290	$190,101	$190,101	16.25%	$979,189
803-000 - HISTORICAL DISTRICT	14,574	$14,574	$840	$840	5.76%	$13,734
806-000 - DIVERSITY, EQUITY & INCLUSION	409,181	$409,181	$21,108	$21,108	5.15%	$388,073
965-000 - CONTRIBUTIONS TO OTHER FUNDS	590,199	$590,199	–	–	0.00%	$590,199
101 - GENERAL TOTAL	**34,408,353**	**$34,408,353**	**$2,241,338**	**$2,241,338**	**6.51%**	**$32,167,015**
102 - BUDGET STABILIZATION	30,000	$30,000	–	–	0.00%	$30,000
GENERAL FUND TOTAL	**34,438,353**	**$34,438,353**	**$2,241,338**	**$2,241,338**	**6.50%**	**$32,197,015**
Permanent Fund						
151 - CEMETERY PERPETUAL MAINTENANCE	25,000	$25,000	–	–	0.00%	$25,000
155 - ELLA W. SHARP ENDOWMENT FUND	20,550	$20,550	–	–	0.00%	$20,550
160 - LLOYD E. MOUNT ENDOWMENT	5,100	$5,100	–	–	0.00%	$5,100
PERMANENT FUND TOTAL	**50,650**	**$50,650**	**–**	**–**	**0.00%**	**$50,650**
Special Revenue Fund						
202 - MAJOR STREET	14,911,260	$14,911,260	$68,001	$68,001	0.45%	$14,843,259
203 - LOCAL STREET	2,056,470	$2,056,470	$89,599	$89,599	4.35%	$1,966,871
208 - ELLA W. SHARP PARK OPERATING	1,051,718	$1,051,718	$113,754	$113,754	10.81%	$937,964
213 - OPIOID SETTLEMENT FUND	62,739	$62,739	–	–	0.00%	$62,739
218 - AFFORDABLE HOUSING FUND	1,658,800	$1,658,800	$24,795	$24,795	1.49%	$1,634,005
245 - PUBLIC IMPROVEMENT	1,335,840	$1,335,840	–	–	0.00%	$1,335,840
246 - CORTLAND ST REDEVELOPMENT PROJECTS FUND	1,621,212	$1,621,212	$621	$621	0.03%	$1,620,591
249 - BUILDING DEPARTMENT	623,988	$623,988	$26,606	$26,606	4.26%	$597,382
251 - HOUSING CODE ENFORCEMENT	1,500,661	$1,500,661	$64,123	$64,123	4.27%	$1,436,538
252 - BUILDING DEMOLITIONS	393,000	$393,000	–	–	0.00%	$393,000
265 - DRUG LAW ENFORCEMENT	35,432	$35,432	–	–	0.00%	$35,432
272 - SAFER GRANT	301,801	$301,801	$40,964	$40,964	13.57%	$260,837
273 - PROJECT SAFE NEIGHBORHOOD	143,028	$143,028	$6,645	$6,645	4.64%	$136,383
279 - AMERICAN RESCUE PLAN ACT	75,000	$75,000	–	–	0.00%	$75,000
285 - EPA BROWNFIELD ASSESSMENT GRANT	100,000	$100,000	–	–	0.00%	$100,000
296 - RECREATION ACTIVITY	268,824	$268,824	$42,934	$42,934	15.97%	$225,890
297 - RECREATION MILLAGE	911,550	$911,550	$56,659	$56,659	6.21%	$854,891
SPECIAL REVENUE FUND TOTAL	**27,051,323**	**$27,051,323**	**$534,701**	**$534,701**	**1.97%**	**$26,516,622**
Debt Service Fund						
308 - 2020 CAPITAL IMP. BONDS DEBT SERV. FUND	223,792	$223,792	–	–	0.00%	$223,792
352 - 2017 MTF BONDS D/S FUND	761,885	$761,885	–	–	0.00%	$761,885

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
353 - 2024 MTF BONDS D/S FUND	–	–	$500	$500	–	($500)
367 - 2021 CITY HALL REFUNDING DEBT SERV FUND	763,691	$763,691	–	–	0.00%	$763,691
385 - 2016 CAPITAL IMP BOND DEBT SERVICE FUND	145,743	$145,743	–	–	0.00%	$145,743
386 - 2018 CAPITAL IMP BOND DEBT SERVICE FUND	1,400,250	$1,400,250	–	–	0.00%	$1,400,250
389 - 2017 BRA TIF REFUNDING DEBT SERVICE FUND	1,764,600	$1,764,600	–	–	0.00%	$1,764,600
391 - 2021 BRA TIF REFUNDING DEBT SERVICE FUND	38,593	$38,593	–	–	0.00%	$38,593
394 - 2001 DDA TIF DEBT SERVICE	3,032,403	$3,032,403	–	–	0.00%	$3,032,403
395 - 2019 DDA TIF REFUNDING DEBT SERVICE	207,157	$207,157	–	–	0.00%	$207,157
DEBT SERVICE FUND TOTAL	**8,338,114**	**$8,338,114**	**$500**	**$500**	**0.00%**	**$8,337,614**
Capital Projects Fund						
401 - CAPITAL PROJECTS	330,000	$330,000	–	–	0.00%	$330,000
402 - WATER EQUIPMENT & REPLACEMENT	28,677,405	$28,677,405	$772,985	$772,985	2.69%	$27,904,420
403 - LEAD SERVICE LINE REPLACEMENT	1,696,998	$1,696,998	$31,201	$31,201	1.83%	$1,665,797
404 - DPS SANITARY SEWER MAINTENANCE	673,281	$673,281	$36,730	$36,730	5.45%	$636,551
405 - SANITARY SEWER REPLACEMENT	6,214,142	$6,214,142	$8,176	$8,176	0.13%	$6,205,966
406 - WASTEWATER EQUIPMENT REPLACEMENT	13,304,666	$13,304,666	$5,393	$5,393	0.04%	$13,299,273
407 - 2022 SEWER SYSTEM PROJECT CONSTRUCTION	2,492,187	$2,492,187	$3,464	$3,464	0.13%	$2,488,723
409 - 2022 WATER SYSTEM PROJECT CONSTRUCTION	9,710,899	$9,710,899	$308	$308	0.00%	$9,710,591
426 - 2024 MICHIGAN TRANSPORT BONDS CONST FUND	1,541,772	$1,541,772	–	–	0.00%	$1,541,772
488 - MLK CORRIDOR IMP. AUTHORITY FUND	3,832,100	$3,832,100	$5,191	$5,191	0.13%	$3,826,909
489 - BROWNFIELD REDEVELOPMENT	2,312,552	$2,312,552	$840	$840	0.03%	$2,311,712
494 - DDA PROJECT	3,239,560	$3,239,560	–	–	0.00%	$3,239,560
CAPITAL PROJECTS FUND TOTAL	**74,025,562**	**$74,025,562**	**$864,288**	**$864,288**	**1.16%**	**$73,161,274**
Special Assessment Funds						
852 - 2020 SPEC. ASSESSMENT BONDS DEBT SERVICE	162,008	$162,008	–	–	0.00%	$162,008
895 - SPECIAL ASSESSMENT	2,309,081	$2,309,081	–	–	0.00%	$2,309,081
SPECIAL ASSESSMENT FUNDS TOTAL	**2,471,089**	**$2,471,089**	**–**	**–**	**0.00%**	**$2,471,089**
Enterprise Fund						
514 - AUTO PARKING SYSTEM	282,147	$282,147	–	–	0.00%	$282,147
518 - PARKING ASSESSMENT	387,051	$387,051	$27,427	$27,427	7.08%	$359,624
519 - COOPER/FRANCIS PARKING DECKS	282,906	$282,906	$2,756	$2,756	0.97%	$280,150
590 - SEWER	26,884,143	$26,884,143	$650,586	$650,586	2.41%	$26,233,557
591 - WATER	47,408,410	$47,408,410	$2,567,043	$2,567,043	5.41%	$44,841,367
ENTERPRISE FUND TOTAL	**75,244,657**	**$75,244,657**	**$3,247,812**	**$3,247,812**	**4.31%**	**$71,996,845**
Internal Service Fund						
641 - PUBLIC WORKS ADMINISTRATION	522,909	$522,909	$23,354	$23,354	4.46%	$499,555
642 - ENGINEERING ADMINISTRATION	412,933	$412,933	$20,772	$20,772	5.03%	$392,161
643 - LOCAL SITE REMEDIATION REVOLVING	200,000	$200,000	–	–	0.00%	$200,000
661 - MOTOR POOL & GARAGE	1,808,820	$1,808,820	$50,410	$50,410	2.78%	$1,758,410
676 - WORKERS COMPENSATION	255,075	$255,075	–	–	0.00%	$255,075
677 - SELF-INSURED HEALTHCARE	6,481,950	$6,481,950	$536,511	$536,511	8.27%	$5,945,439
INTERNAL SERVICE FUND TOTAL	**9,681,687**	**$9,681,687**	**$631,048**	**$631,048**	**6.51%**	**$9,050,640**

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
Custodial Fund						
703 - COUNTY & SCHOOL TAX	28,860,000	$28,860,000	–	–	0.00%	$28,860,000
CUSTODIAL FUND TOTAL	**28,860,000**	**$28,860,000**	**–**	**–**	**0.00%**	**$28,860,000**
Pension Trust Fund						
731 - EMPLOYEES RETIREMENT SYSTEM	4,225,000	$4,225,000	$355,677	$355,677	8.41%	$3,869,323
732 - POLICE & FIRE PENSION	415,000	$415,000	$33,860	$33,860	8.15%	$381,140
734 - POLICE & FIRE ACT 345	6,240,000	$6,240,000	$772,680	$772,680	12.38%	$5,467,320
736 - PUBLIC EMPLOYEE HEALTH CARE	30,000	$30,000	–	–	0.00%	$30,000
PENSION TRUST FUND TOTAL	**10,910,000**	**$10,910,000**	**$1,162,216**	**$1,162,216**	**10.65%**	**$9,747,784**
FUND TYPE/FUND NAME TOTAL	**271,071,435**	**$271,071,435**	**$8,681,903**	**$8,681,903**	**3.20%**	**$262,389,532**

REVENUE SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
FUND TYPE/FUND NAME						
General Fund						
PROPERTY TAXES	11,585,297	$11,585,297	$1,301,960	$1,301,960	11.23%	$10,283,337
INCOME TAXES	10,900,000	$10,900,000	$1,541,278	$1,541,278	14.14%	$9,358,722
STATE REVENUE SHARING	5,787,831	$5,787,831	–	–	0.00%	$5,787,831
LICENSES AND PERMITS	352,015	$352,015	$5,374	$5,374	1.52%	$346,641
FEDERAL GRANTS	293,407	$293,407	$1,462	$1,462	0.49%	$291,945
STATE GRANTS	136,000	$136,000	–	–	0.00%	$136,000
CONTRIBUTIONS FROM LOCAL UNITS	12,500	$12,500	–	–	0.00%	$12,500
CHARGES FOR GOODS AND SERVICES	1,423,349	$1,423,349	$45,988	$45,988	3.23%	$1,377,361
FINES AND FORFEITS	355,640	$355,640	$73,506	$73,506	20.66%	$282,134
PROCEEDS FROM SALE OF CAPITAL ASSETS	30,100	$30,100	$592	$592	1.96%	$29,508
INVESTMENT INCOME	390,000	$390,000	$4,623	$4,623	1.18%	$385,377
MISCELLANEOUS	336,136	$336,136	$4,793	$4,793	1.42%	$331,343
CONTRIBUTIONS FROM OTHER FUNDS	190,000	$190,000	$2,108	$2,108	1.10%	$187,892
GENERAL FUND TOTAL	**31,792,275**	**$31,792,275**	**$2,981,683**	**$2,981,683**	**9.37%**	**$28,810,592**
FUND TYPE/FUND NAME TOTAL	**31,792,275**	**$31,792,275**	**$2,981,683**	**$2,981,683**	**9.37%**	**$28,810,592**
CONSOLIDATED WITH GENERAL FUND						
102 - BUDGET STABILIZATION	30,000	$30,000	–	–	0.00%	$30,000
CONSOLIDATED WITH GENERAL FUND TOTAL	**30,000**	**$30,000**	**–**	**–**	**0.00%**	**$30,000**
ALL OTHER FUNDS						
Permanent Fund						
151 - CEMETERY PERPETUAL MAINTENANCE	45,000	$45,000	$1,183	$1,183	2.62%	$43,817
155 - ELLA W. SHARP ENDOWMENT FUND	30,550	$30,550	–	–	0.00%	$30,550
160 - LLOYD E. MOUNT ENDOWMENT	5,100	$5,100	–	–	0.00%	$5,100
PERMANENT FUND TOTAL	**80,650**	**$80,650**	**$1,183**	**$1,183**	**1.46%**	**$79,467**
Special Revenue Fund						
202 - MAJOR STREET	14,517,772	$14,517,772	$16	$16	0.00%	$14,517,756
203 - LOCAL STREET	1,491,453	$1,491,453	–	–	0.00%	$1,491,453
208 - ELLA W. SHARP PARK OPERATING	1,098,750	$1,098,750	$128,601	$128,601	11.70%	$970,149
218 - AFFORDABLE HOUSING FUND	1,658,800	$1,658,800	–	–	0.00%	$1,658,800
245 - PUBLIC IMPROVEMENT	1,461,000	$1,461,000	$159,429	$159,429	10.91%	$1,301,571
246 - CORTLAND ST REDEVELOPMENT PROJECTS FUND	1,597,500	$1,597,500	–	–	0.00%	$1,597,500
249 - BUILDING DEPARTMENT	520,900	$520,900	$87,842	$87,842	16.86%	$433,058
251 - HOUSING CODE ENFORCEMENT	1,021,400	$1,021,400	$69,937	$69,937	6.84%	$951,463
252 - BUILDING DEMOLITIONS	196,000	$196,000	$43,875	$43,875	22.38%	$152,125
265 - DRUG LAW ENFORCEMENT	20,000	$20,000	–	–	0.00%	$20,000
272 - SAFER GRANT	301,801	$301,801	$119,374	$119,374	39.55%	$182,427
273 - PROJECT SAFE NEIGHBORHOOD	143,028	$143,028	$31,463	$31,463	21.99%	$111,565
275 - BYRNE/JAG PROGRAMS	–	–	$2,000	$2,000	–	($2,000)
279 - AMERICAN RESCUE PLAN ACT	75,000	$75,000	–	–	0.00%	$75,000
285 - EPA BROWNFIELD ASSESSMENT GRANT	100,000	$100,000	$23,990	$23,990	23.98%	$76,010

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
296 - RECREATION ACTIVITY	353,000	$353,000	$40,106	$40,106	11.36%	$312,894
297 - RECREATION MILLAGE	1,020,000	$1,020,000	–	–	0.00%	$1,020,000
SPECIAL REVENUE FUND TOTAL	**25,576,404**	**$25,576,404**	**$706,632**	**$706,632**	**2.76%**	**$24,869,772**
Debt Service Fund						
308 - 2020 CAPITAL IMP. BONDS DEBT SERV. FUND	223,792	$223,792	–	–	0.00%	$223,792
352 - 2017 MTF BONDS D/S FUND	761,885	$761,885	–	–	0.00%	$761,885
367 - 2021 CITY HALL REFUNDING DEBT SERV FUND	722,000	$722,000	$76,821	$76,821	10.63%	$645,179
385 - 2016 CAPITAL IMP BOND DEBT SERVICE FUND	145,743	$145,743	–	–	0.00%	$145,743
386 - 2018 CAPITAL IMP BOND DEBT SERVICE FUND	1,400,250	$1,400,250	–	–	0.00%	$1,400,250
389 - 2017 BRA TIF REFUNDING DEBT SERVICE FUND	1,764,600	$1,764,600	–	–	0.00%	$1,764,600
391 - 2021 BRA TIF REFUNDING DEBT SERVICE FUND	38,593	$38,593	–	–	0.00%	$38,593
394 - 2001 DDA TIF DEBT SERVICE	3,032,403	$3,032,403	–	–	0.00%	$3,032,403
395 - 2019 DDA TIF REFUNDING DEBT SERVICE	207,157	$207,157	–	–	0.00%	$207,157
DEBT SERVICE FUND TOTAL	**8,296,423**	**$8,296,423**	**$76,821**	**$76,821**	**0.92%**	**$8,219,602**
Capital Projects Fund						
401 - CAPITAL PROJECTS	309,020	$309,020	–	–	0.00%	$309,020
402 - WATER EQUIPMENT & REPLACEMENT	24,750,198	$24,750,198	$1,990,594	$1,990,594	8.04%	$22,759,604
403 - LEAD SERVICE LINE REPLACEMENT	2,826,515	$2,826,515	$139,265	$139,265	4.92%	$2,687,250
404 - DPS SANITARY SEWER MAINTENANCE	673,281	$673,281	$36,730	$36,730	5.45%	$636,551
405 - SANITARY SEWER REPLACEMENT	3,244,005	$3,244,005	$258,910	$258,910	7.98%	$2,985,095
406 - WASTEWATER EQUIPMENT REPLACEMENT	13,394,032	$13,394,032	$1,100,350	$1,100,350	8.21%	$12,293,682
407 - 2022 SEWER SYSTEM PROJECT CONSTRUCTION	2,492,187	$2,492,187	–	–	0.00%	$2,492,187
409 - 2022 WATER SYSTEM PROJECT CONSTRUCTION	9,710,899	$9,710,899	–	–	0.00%	$9,710,899
488 - MLK CORRIDOR IMP. AUTHORITY FUND	3,833,300	$3,833,300	–	–	0.00%	$3,833,300
489 - BROWNFIELD REDEVELOPMENT	1,721,830	$1,721,830	–	–	0.00%	$1,721,830
494 - DDA PROJECT	3,559,000	$3,559,000	–	–	0.00%	$3,559,000
CAPITAL PROJECTS FUND TOTAL	**66,514,267**	**$66,514,267**	**$3,525,849**	**$3,525,849**	**5.30%**	**$62,988,418**
Special Assessment Funds						
852 - 2020 SPEC. ASSESSMENT BONDS DEBT SERVICE	162,008	$162,008	–	–	0.00%	$162,008
895 - SPECIAL ASSESSMENT	2,387,073	$2,387,073	$5	$5	0.00%	$2,387,068
SPECIAL ASSESSMENT FUNDS TOTAL	**2,549,081**	**$2,549,081**	**$5**	**$5**	**0.00%**	**$2,549,076**
Enterprise Fund						
514 - AUTO PARKING SYSTEM	95,443	$95,443	$215	$215	0.22%	$95,228
518 - PARKING ASSESSMENT	352,297	$352,297	$18,341	$18,341	5.20%	$333,956
519 - COOPER/FRANCIS PARKING DECKS	15,550	$15,550	$492	$492	3.16%	$15,058
590 - SEWER	22,154,210	$22,154,210	$358,106	$358,106	1.61%	$21,796,104
591 - WATER	39,510,527	$39,510,527	$1,464,401	$1,464,401	3.70%	$38,046,126
ENTERPRISE FUND TOTAL	**62,128,027**	**$62,128,027**	**$1,841,555**	**$1,841,555**	**2.96%**	**$60,286,472**
Internal Service Fund						
641 - PUBLIC WORKS ADMINISTRATION	378,106	$378,106	$33,007	$33,007	8.72%	$345,099
642 - ENGINEERING ADMINISTRATION	323,476	$323,476	$20,497	$20,497	6.33%	$302,979
643 - LOCAL SITE REMEDIATION REVOLVING	70,555	$70,555	–	–	0.00%	$70,555

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE		
	FY2025	FY2025	July 2024	FY2025	Percent Expended	Variance - Favorable (Unfavorable)
661 - MOTOR POOL & GARAGE	1,458,576	$1,458,576	$107,567	$107,567	7.37%	$1,351,009
676 - WORKERS COMPENSATION	210,000	$210,000	$15,780	$15,780	7.51%	$194,220
677 - SELF-INSURED HEALTHCARE	6,505,000	$6,505,000	$490,464	$490,464	7.53%	$6,014,536
INTERNAL SERVICE FUND TOTAL	**8,945,713**	**$8,945,713**	**$667,315**	**$667,315**	**7.45%**	**$8,278,398**
Custodial Fund						
703 - COUNTY & SCHOOL TAX	28,860,000	$28,860,000	–	–	0.00%	$28,860,000
CUSTODIAL FUND TOTAL	**28,860,000**	**$28,860,000**	**–**	**–**	**0.00%**	**$28,860,000**
Pension Trust Fund						
731 - EMPLOYEES RETIREMENT SYSTEM	6,507,820	$6,507,820	$1,177,217	$1,177,217	18.08%	$5,330,603
732 - POLICE & FIRE PENSION	259,455	$259,455	$150,613	$150,613	58.04%	$108,842
734 - POLICE & FIRE ACT 345	10,829,381	$10,829,381	$2,115,519	$2,115,519	19.53%	$8,713,862
736 - PUBLIC EMPLOYEE HEALTH CARE	230,000	$230,000	–	–	0.00%	$230,000
PENSION TRUST FUND TOTAL	**17,826,656**	**$17,826,656**	**$3,443,349**	**$3,443,349**	**19.31%**	**$14,383,307**
ALL OTHER FUNDS TOTAL	**220,777,221**	**$220,777,221**	**$10,262,709**	**$10,262,709**	**4.64%**	**$210,514,512**

NOTES TO REVENUE AND EXPENDITURE SUMMARIES

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

Note 2: Unfavorable budget variances related to expenditures will be addressed through a formal budget amendment.

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JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER)--Draft

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Recommendation:

> Receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

Receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

Attached is a memorandum from Shane LaPorte, Director of Community Development, requesting City Council to receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).
I recommend approval of the request. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: September 10, 2024

RECOMMENDATION: Receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

ISSUE STATEMENT

The City must prepare and submit a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD, summarizing the City's progress in accomplishing the goals and objectives for its Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds during the 2023-2024 fiscal year.

DESCRIBE THE CONSEQUENCES

The CAPER will be presented for final City Council approval on the September 24th, 2024 meeting, and must be filed with HUD no later than September 27th, 2024. Failure to submit all required plans and documents by HUD-prescribed deadlines could result in forfeiture of CDBG and HOME funds.

OWNERSHIP

The City of Jackson Community Development Department manages CDBG and HOME funds received from HUD. Staff administer funds through various City Council-approved programs, assisting community members and supporting various activities to benefit both low-moderate income individuals and all citizens of Jackson. Reporting, funding suggestions, and CAPER submission is handled by the Community Development Department.

SOLUTION

On September 24, 2024, City Council will consider final approval and submission of the annual CAPER filing. A HUD-required public hearing will also be held at the September 24th City Council meeting. This coincides with the conclusion of a 30-day public comment period, and provides an opportunity for critical citizen feedback regarding the City's work toward achieving its annual CDBG and HOME program goals. The draft 2023-2024 CAPER is attached, and City

Council members are welcome to request modifications if deemed necessary before submission.

FACILITATE IMPLEMENTATION

Requested action is for City Council to receive and place on file a draft of the 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

ATTACHMENTS

1. 2023-24 CAPER Draft

JACKSON
Founded 1829



Before



After

2023 – 2024 Consolidated Annual Performance and Evaluation Report (CAPER)

Community Development Department

The attached document is a draft report. Please display until:

Wednesday, September 25, 2024

Citizens are encouraged to provide comments regarding this report in writing to:

Community Development Department
ATTN: Cory Mays
161 W Michigan Ave, Jackson, MI 49201
E-mail: cmays@cityofjackson.org

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Annual Performance and Evaluation Report (CAPER) describes the results of activities completed by the City of Jackson to accomplish the outcomes identified in the 2023-2024 Annual Action Plan for the period of July 1, 2023 through June 20, 2024. This is the fourth CAPER submitted in association with the 2020-2024 Five-Year Consolidated plan. Some goals in the Annual Action Plan take more than one year to achieve and are ongoing; however, all funded activities continue to further the Consolidated Plan's priorities of providing decent, safe, sanitary, and affordable housing; reducing blight through code enforcement or demolition; and improving the suitable living environment in distressed neighborhoods by sustaining public infrastructure and facilities.

As an entitlement community, the City of Jackson received two CDBG-CV formula allocations from the CARES Act totaling $945,445. At the onset, the Jackson City Council initiated a Homeless Prevention Program through its subgrantee, Community Action Agency (CAA) to utilize over three categories: Eviction Protection, Water Shutoff Prevention, and Foreclosure Prevention. The Homeless Prevention project was initially successful when first implemented in mid-2020; however, as additional federal and state resources funneled into Jackson, the CDBG-CV funds became less critical as a supporting means to meet the immediate needs of the community. City staff attempted to partner with other entities in the community. Unfortunately, attempts to redirect the use of CDBG-CV funds was either met with disinterest or, after planning a viable use, other funds were made available that would duplicate the service so plans for CDBG-CV were abandoned.

Under the original CARES Act rules and regulations for the use of CDBG-CV funds, 80% (or $756,356) needed to be spent by the end of May 2023. As HUD published additional guidance, it became apparent a good project to support that would not create a duplication of benefits was to undertake public facility improvements. Funding was reallocated to provide upgrades to the Loomis Park Boos Center HVAC system. Upgrades to the HVAC system were completed during the previous program year, and additional funds were allocated to an East Walking Trail project in Loomis Park. This included the creation of a winding path through the East end of Loomis Park, and the addition of numerous exercise "pods" to encourage socially distanced outdoor recreation. The 80% expenditure requirement was removed by HUD in April 2023, allowing any unusesd funds to be spent no later than June 2, 2026. Additional projects are being considered to complete the City's CDBG-CV spending by the original deadline.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected, Strategic Plan	Actual, Strategic Plan	Percent Complete	Expected, Program Year	Actual, Program Year	Percent Complete
CHDO - New Construction	Affordable Housing	HOME: $240,215.91	Homeowner Housing Added	Household Housing Unit	5	4	80.00%	1	1	100.00%
Code Enforcement (legal)	Non-Housing Community Development	CDBG: $14,317.38	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	500	928	185.60%	300	160	53.33%
Homebuyer Rehabilitation	Affordable Housing	$0.00	Homeowner Housing Rehabilitated	Household Housing Unit	5	2	20.00%	0	2	200.00%
Homeowner Rehabilitation	Affordable Housing	CDBG: $ $212,459.27 HOME: $51,041.01	Homeowner Housing Rehabilitated	Household Housing Unit	75	48	64.00%	10	12	120.00%
Public Facilities/Infrastructure	Non-Housing Community Development	CDBG: $854,292.02	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,180	5,485	172.48%	4950	5,485	110.80%
Residential Demolition	Clearance and Demolition	CDBG: $145,885	Buildings Demolished	Buildings	100	48	48.00%	10	5	50.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As noted in the 5-Year Consolidated Plan, public facilities and infrastructure improvements are solely the responsibility of the City of Jackson to maintain. Diminishing revenue streams and increasing costs to provide services the community expects from its government deferred the maintenance of streets and parks. Rehabilitation of the Boos Center and Loomis Park continued based on priority needs identified through an architectural/engineering assessment, and included partial building demolition and interior improvements. Public infrastructure projects completed during the 2023-2024 program year included reconstruction of the pavement and curbs, and the replacement of water mains and lead service lines where needed on Perrine Street, from Michigan Avenue to Burr Street. Work on the streetscaping project will begin soon, and neighborhood evalutions to determine specific locations is ongoing.

In August 2020, City Council approved the addition of a partial rehabilitation option to replace a home's major components that are nearing the end of their useful life. Preference is given to a homeowner with a failing major component. By adding this option, the City is able to help additional homeowners replace the more expensive repairs a home needs, allowing them to use their limited maintenance budgets for more cosmetic improvements. The City also reduced the amount of time a lien was placed on a property from 10 or 20 years to five (5) to 10 years, depending on the level of rehabilitation offered. Twelve (12) low-income homeowner properties received major component improvements during the program year.

Demolition of foreclosed, vacant, or abandoned residential properties continues to be a measure used by the City to remove blighting effects in residential neighborhoods primarily comprised of low income households. With a change in City leadership, more homes acquired through tax reversion are being sold to responsible homebuyers or real estate investors, reducing the number of properties slated for demolition and providing more affordable housing options in the community. However, some tax reverted properties have suffered years of neglect and deferred maintenance and still require removal through demolition. Five (5) demolitions were completed during the 2023-2024 program year. Being an activity under the Slum/Blight Spot Basis National Objective, staff closely tracks the 30% cap which limits the number of demolition projects that can be undertaken during a program year.

Goals and Objectives Narrative

The HOME-funded Partnership Park rehabilitation project subgranted to CAA was changed from a homebuyer to a homeowner activity in 2022. The intended beneficiaries, project sites, and outcomes did not change; however, the timing of when rehabilitation would take place did. The original homebuyer rehabilitation plan created barriers to financing for the homebuyer because it would establish second and third mortgages. Lenders balked with this type of financing structure and, with mortgage interest rates rising, the earlier a loan could close with a homebuyer the more affordable the house remained. Rehabilitations under this activity are ongoing.

On September 21, 2021, the City of Jackson was notified that it was eligible to receive $1,137,398 in HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) from the U.S. Department of Housing and Urban Development to provide supplemental funding for homelessness assistance and supportive services through several eligible activities. A required action plan was submitted in March 2023, and approved by HUD shortly thereafter. Funding will be used for the construction of affordable rental housing, the rehabilitation of existing rental housing, and additional homelessness prevention activities. Two non-profit housing partners have been identified and approved to construct two (2) homes each for a total of four (4) affordable rental homes. Homes will be constructed in neighborhoods aligning with the City of Jackson master plan, and construction is anticipated to begin in late fall 2024.

The Jackson Housing Commission / City of Jackson received a Choice Neighborhoods Planning Grant and have conducted a housing needs assessment for the Choice Neighborhood encompassing downtown and area neighborhoods, especially south of downtown. Application for a larger implementation grant continues to be a goal, with plans underway for site selection and additional HUD requirements so this project can move forward over the next 1-3 years. Additionally, the City of Jackson hired Zimmerman/Volk to conduct a housing needs assessment and a target market survey comprising the entire City.

The City of Jackson also created an Affordable Housing Development Board (AHDB) in November, 2021. They received $3.5 million in ARPA funding from the City to initiate complementary housing programs and services. The City engaged an ARPA consultant, Guidehouse, to assist with the expenditure of these funds. A Housing Needs Assessment was also created, outlining a 10-year plan for the creation of new housing and the preservation of existing units. City Council, through a recommendation from the AHDB, approved a 2-pronged plan for these funds, including an expanded home rehabilitation program (owner and non-owner-occupied properties) and a down payment assistance/new construction project called the 100 Homes Program. The ARPA-funded rehabilitation program is currently being used to assist numerous residents with major component replacement projects. 35 buyers have been approved as part of the 100 Homes Program, with twenty (20) homes currently under

construction.

Due to the unprecedented amount of federal and state funds made available in the Jackson community, other resources became accessible to prevent homelessness through similar means. This included the use of ARPA funds to provide emergency hotel housing for 70 families/111 unique individuals from late December 2022 - March 2023. The City used CDBG-CV funds to expand the trail system on the east side of Loomis Park, with social distancing a key factor. The expanded trail contains socially distanced fitness pods to ensure possible future Covid-19 outbreaks or similar viral pandemics do not interfere with the area's residents desire for safe, ourdoor fitness activities. All efforts were made to expend 80% of the City's CDBG-CV funds by the May 2023 deadline, and a revision to that requirement announced in the Spring of 2023 provided more flexibility and allowed for complete program spending by June 2, 2026. Plans are underway for expenditure of the remaining CDBG-CV funds by the revised deadline.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	14	0
Black or African American	4	2
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
Hispanic	9	0
Total	**27**	**2**
Hispanic	9	0
Not Hispanic	18	2

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In early 2017, the Jackson City Council adopted a Non-Discrimination Ordinance, found at Chapter 15, Article III of the City of Jackson Code of Ordinances. This ordinance states in part: It is the intent of the City of Jackson that no person be denied the equal protection of the laws; nor shall any person be denied the enjoyment of his or her civil rights or be discriminated against because of their actual or perceived race, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity.

Of the fourteen (14) households assisted during program year 2023-2024, a total of twenty-nine (29) persons benefited from the use of CDBG or HOME funds. Other notable information includes, but is not limited to, the following:

- Total of seven (7) female heads of household
- Total of one (1) extremely low income, six (6) low income, and seven (7) moderate income
- Total of ten (10) minor children
- Six (6) disabled persons
- Four (4) elderly persons

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,351,448	1,101,360.30
HOME	public - federal	351,192	386,371.15

Table 3 - Resources Made Available

Narrative

The City of Jackson was awarded $945,445.00 in CDBG-CV funds. Approximately 86% of the City's total CDBG-CV allocation has been expended on three main projects:

1.	Homeless Prevention	$196,424.25
2.	Boos Center HVAC upgrades	$226,317.87
3.	Loomis Park East Trail and exercise pods project	$330,622.00
4.	Administrative expenses	$58,258.10
	TOTAL	***$811,622.22***

As additional state and federal resources flowed into the community to fund similar activities as this project's initial focus, the ability to use CDBG-CV was hindered due to the "no duplication of benefits" requirements. With the timeliness requirement now removed, the City is making plans for additional CDBG-CV projects with the remaining funds, while still adhering to the June 2, 2026 final spending deadline.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
West of Henry Ford Allegiance Health (#1)	10%	58.80 %
East of S Martin Luther King Jr Dr (#2)	10%	3.05%
West of S Martin Luther King Jr Dr (#3)	10%	20.61%

Table 4 – Identify the geographic distribution and location of investments

Narrative

This being the fourth year of the 5-Year Consolidated Plan, progress has been made in increasing CDBG investment in the three target areas since the first project year. CDBG / HOME funding amounts totaled 58.80% in Target Area 1. Projects funded included the demolition of one (1) residential property to decrease blight in the area, continued improvements to the Boos Center (210 Gilbert Street), and the completion of the Perrine St. road construction project, Burr St. to Michigan Avenue. CDBG / HOME

funding totaled 3.05% in Target Area 2. Projects funded included the demolition of one (1) residential property to decrease blight in the area. CDBG / HOME funding totaled 20.61% in Target Area 3. Projects funded included the demolition of one (1) residential property to decrease blight in the area, the construction of one (1) new single family homes developed by the City's CHDO (the Greater Jackson Habitat for Humanity), and the rehabilitation of one (1) owner-occupied property in the Parnersihp Park neighborhood. Planning continues to be undertaken by the City's rehabilitation staff to identify future projects to expand investment in the underserved target areas.

Although it appears to be unbalanced, the City reviews the needs in the target areas annually and selects projects as funding and activities present themselves. Over the course of the first four year-end reports associated with the 2020-2024 5-Year Consolidated Plan, percentage of expenditure in the three target areas equates to 50.58% of all CDBG expenditures. By target area, three years of expenditures has totaled: West of Henry Ford Allegiance Health (Target Area #1), 28.61%; East of S Martin Luther King Jr Dr (Target Area #2), 14.25%; and West of S Martin Luther King Jr Dr (Target Area #3), 7.72%.

It is anticipated during the final year of the 5-Year Consolidated Plan, an increase of funds will be invested in Target Areas two and three, to compliment the City's facilitation of the construction of 100 new single family homes, a portion of which will be in each of the target areas.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Street reconstruction projects are selected in areas that also need water and/or sewer or other utility upgrades. The City of Jackson deeded vacant lots to the Greater Jackson Habitat for Humanity to further its ongoing new home construction efforts. Additional matching activities/funds are planned for program year 2024, including grants from the Michigan State Housing Development Authority for the construction of new, accessible homes (MICH grant) by both the City of Jackson and the Greater Jackson Habitat for Humanity. City-owned lots will also be deeded to private developers for the construction of new single and multi-family housing, and will include sewer/water infrastructure upgrades provided by the City.

The City of Jackson is exempt from providing 25% match through the HOME program due to its high poverty level, low per capita income, and fiscal distress.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	**Date of Contribution**	**Cash (non-Federal sources)**	**Foregone Taxes, Fees, Charges**	**Appraised Land/Real Property**	**Required Infrastructure**	**Site Preparation, Construction Materials, Donated labor**	**Bond Financing**	**Total Match**
Not applicable	0	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period $	**Amount received during reporting period $**	**Total amount expended during reporting period $**	**Amount expended for TBRA $**	**Balance on hand at end of reporting period $**
62,072	9,464	25,234	0	36,265

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	**Minority Business Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	**Women Business Enterprises**	**Male**
Contracts			
Dollar Amount	0	0	0
Number	0	0	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	**Minority Property Owners**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	**Total**	**Minority Property Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	**0**	**0**

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	1	1
Number of households supported through Rehab of Existing Units	10	14
Number of households supported through Acquisition of Existing Units	0	0
Total	**11**	**15**

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Over the years, the City's rehabilitation program has been able to help fewer and fewer families due to increasing building material costs and level of repairs needed. Instead of trying to correct all code violations which may exist in a home, the focus has shifted to assist with the most expensive items a homeowner may face at any given time. Adding the ability to correct a home's major systems and components that are toward the end of their useful life before they become an emergency situation will save homeowners thousands of dollars.

Community Development Department staff attended many community/neighborhood events during 2023-2024, distributing materials and increasing awareness for the rehabilitation program. Attendance at those meetings has produced several new applications for assistance. This program year, of the Twelve (12) projects provided rehabilitation assistance, zero (0) were in one of the three local target areas. Further, the City received three (3) additional applications in one of the three local target areas. Of those, all three (3) were denied for not meeting program program eligibility requirements. A new staff position was added at the beginning of the 2023 program year, to assist with the processing of rehabilitation loan applications and other related housing initiatives. This added staff capacity has resulted in a significant increase in received, processed, and approved applications for rehabilitation assistance. City staff are now administering rehabilitation funds for owner and non-owner occupied properties from three (3) unique sources: CDBG, ARPA, and MI-HOPE (from the Michigan State Housing Development Authority). Seven (7) ARPA rehabilitation projects were completed during the 2023 program year. Four (4) CDBG rehabilitation projects have already been approved for the 2024 program year and are awaiting bids from local contractors. In addition, a combined thirteen (13) rehabilitation projects utilizing ARPA and/or MI-HOPE funds are pending for the 2024 program year.

Discuss how these outcomes will impact future annual action plans.

Offering rehabilitation loans for homeowners facing major components nearing the end of their useful life will continue as a high priority. City staff will continue administering funds from multiple funding sources for owner and non owner-occupied properties, including CDBG, ARPA, and MI-HOPE.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1	0
Low-income	5	1
Moderate-income	6	1
Total	**12**	**2**

Table 13 – Number of Households Served

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

City of Jackson staff does not specifically reach out to homeless persons and assess their individual needs. However, staff does participate with the Jackson County Continuum of Care (CoC) and, in the past, has served as a co-chairperson to the Board. The CoC is comprised of various community service organizations and governmental entities that meet monthly to discuss emerging needs and strategically plan to address those needs, be it legal, social, practical, or others. On January 31, 2024, members of the CoC participated in the annual Point in Time (PIT) count to document the number of sheltered and unsheltered homeless persons residing in the community. The CoC provides funding to community service providers to screen and evaluate those living in a shelter or are otherwise homeless to assess an individual's or family's acuity. The screening tool is applied across multiple components then prioritizes who to serve next and why, while concurrently identifying areas in the person/family's life where support is most likely necessary to avoid housing instability.

A designated Housing Assessment and Resource Agency (HARA) is the primary access point for all homeless persons or those at risk of becoming homeless who are also able to be initially assessed through other avenues, such as emergency shelters, domestic violence shelters, veterans' providers, etc. The CoC uses the same assessment tool at all access points with criteria modifications for specific subpopulations, namely the Service Prioritization Decision Assistance Tool (SPDAT). The Tool determines each household's housing and service needs, but also prioritizes households for housing program referrals for permanent supportive housing, rapid re-housing, or supportive services only.

Addressing the emergency shelter and transitional housing needs of homeless persons

The 2023 PIT count performed by the CoC indicated 99 homeless individuals were documented, a decrease of approximately 28% from 2023. Of those, 87 were reported as sheltered and 12 were reported as unsheltered. Eight (8) individuals were considered chronically homeless, 38% fewer than in 2023, defined as a single person (or head of household) who experienced four (4) homeless episodes during the previous 12 months. Of those, 4 were reported as sheltered and 4 were reported as unsheltered.

The 2023 Housing Inventory Count (HIC) reports one-hundred (100) year-round beds in shelters for those experiencing homelessness. Forty-nine (49) beds are reserved for households without children and fifty-one (51) beds are available for households with children. In addition, the Rapid Re-Housing program reports fifty-four (54) year-round beds; Permanent Supportive Housing supplies forty-one (41) year-round beds; and Housing/Leasing Assistance supplies seventy-six (76) beds.

The Housing Assessment Resource Agency (HARA) screens clients to determine the appropriate housing interventions. Through the "no wrong door" approach, though, the screening can be accomplished by another agency and coordinated through the HARA. The assesment tool quickly evaluates the health and social needs of those experiencing, or are at risk of, homelessness to help identify the best type of support and housing intervention by relying on three (3) categories of recommendation:

- *Permanent Supportive Housing* - individuals or families who need permanent housing with ongoing access to services and case management to remain stably housed;
- *Rapid Re-Housing* - individuals or families who are likely to achieve housing stability over a short period of time through a medium or short term rent subsidy and access to support services;
- *Diversion* - individuals or families who do not require intensive supports but may still benefit from access to affordable housing with some light touch services. In these cases, the assessment tool recommends affordable or subsidized housing but no financial assistance.

In December 2022, the Jackson City Council approved the use of American Rescue Plan Act (ARPA) funds for temporary homeless hotel stays, with the goal of helping homeless families and individuals obtain safe and warm temporary shelter. City staff administered this program for the first ten (10) days, and a local non-profit agency (Residents in Action) handled placements and other assistance from December 24, 2022 to March 31, 2023. In total, $208,720 was expended from ARPA funds, providing assistance for 70 families/111 unique individuals. A homeless resource fair was also held at the conclusion of this program, with numerous local social service agencies in attendance to provide outreach and support. An additional $3,000 in ARPA funds was used to purchase convertible sleeping bag/coats, with twenty (20) units distributed to indviduals residing on the streets of Jackson. The work of Residents in Action continued into FY 2023-2024, with the hosting of a second community outreach event. The group also formlized the purchase of a the former T.A. Wilson school, with plans to convert it into a homeless shelter and outreach center. The final transfer of ownership and redevelopment of the site is expected to take place during FY 2024-2025.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Members of the CoC constantly evaluate and report gaps in services for Jackson's homeless population. The CoC operates a Coordinated Entry process that standardizes the way individuals and families at risk of homelessness are assessed for, and referred to, the housing and services they need for housing stability. The United Way of Jackson County also funds Central Michigan 2-1-1 which can connect persons in need with health and human resources available in the area simply by dialing 211 on their phone. The United Way also facilitates a monthly Emergency Needs Coalition meeting allowing various

community service and faith based organizations to come together to share resources they have available and to problem solve.

The onset of COVID-19 provided great insight into where gaps truly exist in providing key services to the Jackson community. Instead of assuming where these discrepencies existed from anecdotal reporting, the reality and priority of unmet needs became known, and are continuing to materialize, as Jackson deals with the real-time existence and emergence. On September 21, 2021, the City of Jackson was notified that it was eligible to receive $1,137,398 in HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) from the U.S. Department of Housing and Urban Development to provide supplemental funding for homelessness assistance and supportive services through several eligible activities. A required action plan was submitted in March 2023, and approved by HUD shortly thereafter. Funding will be used for the construction of affordable rental housing, the rehabilitation of existing rental housing, and additional homelessness prevention activities. Two non-profit housing partners have been identified and approved to construct two (2) homes each for a total of four (4) affordable rental homes, serving HOME-ARP specified “qualifying populations.” Homes will be constructed in neighborhoods aligning with the City of Jackson master plan, and construction is anticipated to begin in late fall 2024. Additional HOME-ARP funds may be made available for future rental home construction projects based on phase one performance. Plans for HOME-ARP-funded rehabilitation projects will be solidified in the coming years. All HOME-ARP funds must be expended by September of 2030.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In addition to operating a Coordinated Entry process, the CoC also adopted the Housing First model which prioritizes housing to people experiencing homelessness. By attending to a person's critical needs of food and shelter first, it is believed they will then be able to focus on other needs such as getting a job, learning how to budget properly, or attending to any substance abuse issues. Housing First does not require a person experiencing homelessness to address all of their problems or attend a variety of service programs before receiving assistance. Once housing is stabilized, individuals are offered supportive services but are not required to participate.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Jackson Housing Commission (JHC) has served as the City's Public Housing Authority (PHA) for over 60 years and also services all of Jackson County. JHC is considered a medium-sized agency providing 500 public housing units, 40 scattered-site single family homes, and up to 475 Housing Choice Vouchers (HCV).

In July 2021, the JHC and City successfully partnered in a Choice Neighborhoods Planning grant application, which was awarded in November 2021. The Choice Neighborhoods program leverages significant public and private dollars to support locally driven strategies that address struggling neighborhoods with severely distressed public housing and/or HUD-assisted housing through a comprehensive approach to neighborhood transformation. Local leaders, residents, and other stakeholders, such as public housing agencies, cities, schools, police, business owners, nonprofits, and private developers, come together to create and implement a plan that revitalizes distressed HUD housing and addresses the challenges in the surrounding neighborhood. During the process, the JHC and City participated in bi-weekly planning team calls with Collabo, the consultant engaged by JHC to guide it through the planning process. A steering committee was formed with numerous members representing non-profit entities, faith-based organizations, schools, local police, local residents and others. Several community meetings took place within the Choice Neighborhood boundaries to introduce the concept of Choice Neighborhoods and what it could mean for the selected area. JHC staff were available at the community meetings to discuss ideas and assist with survey questions. The two (2)-year planning grant has officially ended, and it is anticipated that the JHC will apply for the full implementation grant in the next 12-24 months.

The JHC welcomed a new Executive Director in November, 2023. Staff was downsized by 30% during the final two quarters of FY 2023, in order to maximize resources by various positions wearing multiple hats, and in accordance with PHA industry standards. The mission of the JHC no longer adheres to the previous supportive services case management duties, and will now focus solely on housing and vouchers.The JHC remains dedicated to selling all of its scattered site homes. 2023-2024 upgrades include a new security camera system, drywall on both floors of the Reed Manor D building (damaged by a 2021 fire), repainted basketball courts at Chalet Terrace, and electrical system upgrades. The JHC has been approved for $1.4 Million in Capital Funds from HUD for fiscal year 2024, including the ability to draw 25% of that $1.4 Million for operational expenses.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Residents of the three public housing complexes continue to be actively engaged with anticipated RAD conversions at Shahan-Blackstone North and Chalet Terrace. In addition, Reed Manor residents were especially busy assisting with the Choice Neighborhood planning to ensure future redevelopment will

meet their housing visions with the amenities most needed. Reed Manor residents identified kitchens and bathrooms as being the areas that are most in need of upgrading. In terms of preferred indoor community spaces, the top choices were for an upgraded laundry room, a gym or fitness center, and a game room. Preferred outdoor site features included new benches, barbecue areas, and security features, as well as more convenient parking. For the larger neighborhood, residents identified the need for additional houses of worship, as well as a bakery and pharmacy within walking distance.

Actions taken to provide assistance to troubled PHAs

The Jackson Housing Commission is currently designated as "troubled" by HUD. During the 2023-2024 FY, The JHC submitted their first audit without a "disclaimed opinion" in four (4) years, balanced their budget for the first time in four (4) years, and received an approval of the Annual Plan from HUD for the upcoming fiscal year. These positive changes will allow for RAD and development work to take place at their various properties. Upon the next HUD Audit, we expect to be on a path out of the "troubled" status by the end of this fiscal year.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Jackson does not intentionally create policies, codes, or rules that produce barriers to affordable housing, but rather faces the same realities experienced by most municipalities – increasing construction costs, complexity of financing for larger projects, and an affordability gap between incomes and housing costs. Likewise, most policies, ordinances, and/or codes are established to maintain compliance with local, state, and federal guidelines or for health and safety reasons.

Conversations with local housing providers reveals affordable housing in Jackson may not necessarily be limited to a specific type of housing but rather addressing the issues that interfere with obtaining housing. Examples of barriers include, but are not limited to, the following:

- Landlords unaware of the laws governing rental housing, including Fair Housing laws and prohibited discriminatory practices.
- Tenants do not realize their rights as it pertains to rental housing, including Fair Housing laws and awareness of discriminatory practices.
- Exorbitant security deposits, non-refundable application fees, and unaffordable deposits for utilities.
- Inability to obtain utilities in tenant's name.
- Limited public transportation options.
- Poor credit history, especially for youth just out of college, persons facing unexpected life issues, or ruined as part of a domestic violence situation.
- Rejection of service animals in the unit.
- Refusal to accept Housing Choice Vouchers or charging rents that don't qualify for fair market rent.
- People who are routinely discriminated against often don't notice or identify discrimination. If discrimination is suspected, the tenants are often more interested in finding housing to meet their immediate need rather than going through a lengthy appeal process.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

City staff continues to maintain its network of state and local public agencies and non-profit service providers and facilitates meetings when appropriate. The use of CDBG or HOME funds to meet underserved needs is subject to fluctuations in annual funding. The CARES Act and subsequent federal and state subsidies provided unprecedented levels of funding in the community to address a variety of urgent needs from keeping families housed to supporting small businesses.

The City of Jackson owns over six-hundred (600) vacant, buildable residential lots. Development of these parcels could provide owner-occupied and/or rental housing for many Jackson residents. The City instituted a policy to sell these lots at a flat rate of $300 per lot to interested developers, provided they enter into a development agreement with the City to build a home on said lot.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

According to the Michigan Department of Health and Human Services (MDHHS), environmental exposure to lead in amounts sufficient to cause illness and neurological damage in children remains a significant concern in Michigan. Jackson County has been identified as one of 14 counties in Michigan at high risk for childhood lead exposure and poisoning. Lead-based paint hazards are a major concern for the City's young children and pregnant women as over 90% of all housing was constructed prior to 1978.

Housing built prior to 1978 (when federal law banned the use of lead-based paint in residential housing) is considered to be at risk of containing some amount of lead-based paint. The amount of lead pigment in the paint increases with the age of the housing. Housing built prior to 1950 remains a significant concern for lead poisoning as 1950 is often recognized as the "threshold" to lower levels of lead-based paint. Before 1940, paint typically contained high amounts of lead, often 10 to 50 percent. In the early 1950s, paint industry standards voluntarily called for limiting lead content to 1%. With approximately 77% of the housing stock built prior to 1950, Jackson housing units pose a high risk of containing significant lead-based paint hazards. Young children of very low- and low-income households are most likely to reside in older housing, and are disproportionately at risk of lead poisoning. Rental properties make up a large percentage of the City's housing units. If units containing lead-based paint are not properly maintained, the risk of young children coming into contact with lead-paint hazards will continue to climb.

Inspections of non-owner occupied housing units assess deteriorated paint and are cited as a violation and ordered repaired before a certificate of compliance is issued to the property owner. Any rehabilitation activities that may disturb painted surfaces in a home receive a combination lead paint inspection/risk assessment and, if hazards exist, treated according to the Lead Safe Housing Rule. All actions taken to remediate an identified lead hazard must be approved through a lead clearance examination.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Jackson has neither the facilities nor resources to carry out programs directly targeted at reducing the number of households at or below the poverty level. However, through the use of CDBG and HOME funds, the City offers services and programs to make housing affordable to its low- to moderate-income homeowners:

- *Rehabilitation* – Unfortunately, rising construction costs led to the suspension of offering low-income homeowners a full rehabilitation to correct all code violations. However, up to $25,000

is available through a five year, zero-interest, deferred loan with a partial low repayment factor to replace a home's major components that haved failed or are nearing the end of their useful life. By assisting homeowners address the major aspects of home ownerhip maintenance needs, more households benefit from the City's limited CDBG funds. Additional rehabilition projects are also being undertaken, utilizing funds from the ARPA Expanded Rehabilitation Program and the MSHDA MI-Hope Weatherization/Energy Efficiency Program.

- *Homebuyer New Construction* – currently under development through the City's CHDO, the Greater Jackson Habitat for Humanity. Four properties have been constructed and sold as of the writing of this report, as part of the DeLand Point Project. Additional new home construction projects are being facilitated by the City of Jackson, as part of a Home Investment Partnership Program (HOME) substantial amendment. Construction is anticipated to begin in late Fall, 2024.
- *Homeowner Rehabilitation* - The HOME-funded Partnership Park rehabilitation project, subgranted to CAA, serves as a successful program for homeowner rehabilitation. was changed from a homebuyer to a homeowner activity in April 2022. Five (5) homes have sold thus far, and one (1) rehabilitation project was completed during the 2023-2024 program year. Rehabilitation projects are ongoing with expected completion of various projects during ther 2024-2025 program year.

In addition, the City ensures tenants have decent, safe, and sanitary living conditions through its Housing Code Enforcement (HCE) program (not federally funded). The HCE program also improves neighborhood living conditions through enforcement of various blight ordinances, such as garbage, inoperable vehicles, noxious weeds and trees, and zoning violations.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

City staff actively participates with the CoC and other collaborative meetings as may be necessary to remain aware of the community's health and emerging needs. Close monitoring of projects implemented by other City departments ensures compliance with federal rules and regulations and the timely expenditure of CDBG funds. The Greater Jackson Habitat for Humanity receives technical assistance and guidance by various City staff as its new housing construction project proceeds.

The onset of COVID-19 made the community keenly aware of the need to develop a stronger institutional structure. As the seriousness of the novel coronavirus became evident to Michigan communities, the Mayor and City Manager worked closely with community stakeholders. Among partners were local health care leaders such as Henry Ford Allegiance Health, the Jackson County Health Department, the Center for Family Health, the United Way of Jackson County, Community Action Agency, and others to coordinate local non-profits' efforts to address the emerging needs of the community.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Once a year, the Jackson City Council holds a public hearing to specifically gain input from the community on general housing and community development needs prior to the start of the annual funding process. Comments received during the public hearing are considered by the City Council and incorporated into the Annual Action Plan and/or Consolidated Plan. City staff actively participates with the CoC; members of the CoC represent various public and non-profit agencies in Jackson that provide mainstream and specialized services to homeless, non-homeless special needs, and general populations and subpopulations. Discussion at monthly CoC meetings always includes identification of emerging needs or gaps in service that need attention.

Members of the Affordable Housing Development Board come from local housing non-profits, area social service agencies, the landlord community, real estate, and City leaders. The collective knowledge and experience of this group allows for collaborative dialogue and sensible solutions to Jackson's housing issues. A staff liaison ensures the recommendations of the AHDB are shared with City leaders.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The purpose of an Analysis of Impediments to Fair Housing is to determine if possible discrimination to housing choice exists in the community within the seven (7) federally protected classes of race, religion, sex, color, national origin, disability, or familial status. In early 2017, the Jackson City Council adopted a non-discrimination ordinance and recently updated Jackson's Fair Housing Ordinance, found at Chapter 14, Article IV of the City of Jackson Code of Ordinances to include several additional classes protected from housing discrimination as follows: religion, race, color, national origin, ancestry, age, sex, sexual orientation, gender identity, familial status, marital status, source of income, height, weight, religious or political opinion, union affiliation, and physical or mental handicap.

While the City's Fair Housing ordinance includes protected classes beyond those identified at the federal level, local housing advocates report discriminatory practices are often not pursued. Tenants are usually in "survival mode" and are more interested in obtaining housing than proceeding with legal action. The process is intimidating, takes time, and is not clear cut. Oftentimes a discriminatory practice may be the underlying issue but housing is denied for minor legitimate reasons making prosecution especially difficult.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Monitoring is completed mainly through desk reviews. With City departments overseeing funded projects, access to immediate review and consultation is easily achieved. Employees with many years of experience managing federally-funded projects oversee these activities. Responsible staff has found few if any issues to address. Staff regularly review program and project files to maintain compliance at all levels.

All expenditures of CDBG/HOME funds are thoroughly reviewed for eligibility and adequate documentation. Once approved for compliance, invoices are submitted for payment where they are further evaluated before processing. An independent auditor performs a single audit of the City's federal grants annually.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Jackson encourages all citizens, and especially those for whom activities are targeted, to participate in the planning and utilization of CDBG and HOME funds. The City of Jackson also invites active participation by local and regional institutions, the Jackson County Continuum of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) in developing and implementing the Consolidated Plan and Annual Action Plan. The ability for citizens to participate in community development goes beyond the formal processes described in the Citizen Participation Plan through day-to-day involvement and interaction with City staff, formal boards, planning committees, ad hoc advisory groups, and the Mayor and City Council.

Notice of upcoming public hearings and open comment periods is published in local newspapers at least 10 days in advance. Information is also posted on the City's website and on its social media platforms. The Consolidated Plan and Annual Action Plans provide a 30-day public comment period while the Consolidated Annual Performance and Evaluation Report is 15 days. Comments are taken orally or in writing, are considered by the Jackson City Council, and incorporated into the document to which they pertain.

A Public Hearing to obtain citizen comments regarding the FY 2022 program performance was held during the Jackson City Council's September 26, 2023 regular meeting. During the public hearing, comments were received from five individuals and included:

- Surprise that no public comments were generated from the various CAPER public postings throughout the City of Jackson
- Questions regarding the number of black/African American individuals and families assisted with CDBG and HOME funds
- Specific questions regarding CAPER data, addressed during the hearing by City staff
- Unrelated comments concerning past and current homeless initiatives administered by a local non-profit

No public comments were received outside of the public hearing.

The notice for the September 24th public hearing was published by MLive on August 20th. The affidavit of publication is below:

INSERT PUBLICATION AFFIDAVIT HERE

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Staff does not foresee a change in Jackson's program objectives, which include housing rehabilitation, new or converted housing, blight elimination through clearance, and public infrastructure and facility improvements. Concentrating resources within these objectives versus spreading limited funds among a variety of unfocused activities has proven extremely effective in improving the community and local economy.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The City of Jackson has not invested HOME funds in rental housing; rather it has concentrated on low-income homeowners or homebuyers receiving assistance.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City of Jackson has not produced rental or homebuyer projects consisting of five (5) or more units.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

During Program Year 2023-2024, the City received program income in the amount of $9,464.00. This program income derived from HOME-funded rehabilitation loans completed during prior years. The City expended $25,234.00 in program income during 2023-2024.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City of Jackson ensures landlords maintain housing units to decent, safe, and sanitary conditions through a three-year housing inspection process. City administration helps private developers access funding resources that may be available, such as LIHTC. During the 2023-2024 program year, the City's CHDO completed the build and sale of the fourth and final new construction project for the DeLand Point project.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME
Total Number of Activities	3	1
Total Labor Hours	6,733	757
Total Section 3 Worker Hours	0	0
Total Targeted Section 3 Worker Hours	0	0

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME
Outreach efforts to generate job applicants who are Public Housing Targeted Workers		
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.		
Direct, on-the job training (including apprenticeships).		
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.		
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).		
Outreach efforts to identify and secure bids from Section 3 business concerns.		
Technical assistance to help Section 3 business concerns understand and bid on contracts.		
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.		
Provided or connected residents with assistance in seeking employment including: drafting resumes,preparing for interviews, finding job opportunities, connecting residents to job placement services.		
Held one or more job fairs.		
Provided or connected residents with supportive services that can provide direct services or referrals.		
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.		
Assisted residents with finding child care.		
Assisted residents to apply for, or attend community college or a four year educational institution.		
Assisted residents to apply for, or attend vocational/technical training.		
Assisted residents to obtain financial literacy training and/or coaching.		
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.		
Provided or connected residents with training on computer use or online technologies.		
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.		
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.		
New employee training		
Other.		

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

Staff have completed in-person and virtual training for the Section 3 program. Staff looks forward to creating a program and implementing new protocols during the 2024-2025 program year.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Special Event Application: Walk to End Alzheimer's 2024

Recommendation:

> Approve a request from the Alzheimer's Disease & Related Disorders Association to host their 2024 Walk to End Alzheimer's on October 5, 2024, on the streets of downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the 2024 Walk to End Alzheimer's.

I recommend approval of the special event application for the 2024 Walk to End Alzheimer's. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: September 10, 2024

RECOMMENDATION: Approve a request from the Alzheimer's Disease & Related Disorders Association to host their 2024 Walk to End Alzheimer's on October 5, 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		$0.00
Police	X		$250.00
Public Works	X		$400.00
		TOTAL	***$650.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: None.

OWNERSHIP

Insurance Status: Approved and on-file with the DDA and City Attorney.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Alzheimer's Disease & Related Disorders Association to host their 2024 Walk to End Alzheimer's on October 5, 2024, on the streets of downtown Jackson.

ATTACHMENTS

1. SEA--Walk to End Alzheimers 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

- [X] $75 Application Fee
- [ ] $50 Late/Rush Fee (submitted post 60-day deadline)
- [X] Insurance documentation for sponsoring organization
- [X] 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: Alzheimer's Disease & Related Disorders Association, INC.Alzheimer's Disease & Related Disorders Association, INC.		
Address: 225 N. Michigan Ave, Floor 17, Chicago IL 60601		Phone: ( )
Tax ID#: 13-3039609	Website: www.alz.org	
Contact Name: Sue Prynn	Phone: 313.522.5813	Email: smprynn@alz.org
Contact Name: Kyle Leonard	Phone: 248.996.1044	Email: kleonard@alz.org
Contact Name During Event: Sue Prynn		Phone: 313.522.5813

Event Information

Event Name: 2024 Walk to End Alzheimer's - Jackson, MI

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
Saturday, 10/05/24	7 am	Registration 10 am Opening Ceremony 11 am Walk 11:15 am	12:30 pm	12:30 pm - 1:30 pm

Has this event occurred before? ☒Yes, (if yes, how many previous years? 28 Years ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 300

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:_____

☐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.

The Jackson Walk to End Alzheimer's is a fundraising, family friendly, community event where approximately 300 participants fundraise throughout the year to support the Alzheimer's Association. They will then come together on October 5th, to show their support to their loved ones, to other families with Alzheimer's and other dementias, to the caregivers of those caring for those with Alzheimer's, and to our mission, To Be A World Without Alzheimer's and Other Dementias. There is, approximately, a 1 mile and 2 mile route throughout Downtown Jackson. We focus the route to highlight the Bright Walls and Downtown Jackson. The starting and gathering point is at Horace Blackman Park. There are refreshments and snacks available for all participants. Our community sponsors will have tables to showcase their business and provide information. We have music entertainment, that changes every year prior to our opening ceremonies at 11:00 am.

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

Street Name: **Hayes (Both Ends of Hayes)** Cross Streets **W Michigan & Pearl St**

Closure Start Date: **10/05/24** Time: **7:00 a.m.** Closure End Date: **10/05/24** Time: **1 p.m.**

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: To power equipment for our DJ/MC
Amount of electrical wattage needed: 15 - 20-amp circuit outlets Amount of plug ins: 2
Locations of where plugs are needed: CP Federal City Square Ampitheatre

****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: As in the past, the police department has helped with with rolling street closers as the participants walk the route.

Additional Event Information

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

We have 5 cardboard disposable garbage boxes that will be taken away by us at the end of the event.

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

We will have 2 handicap portable toilets.

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 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.*		

***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

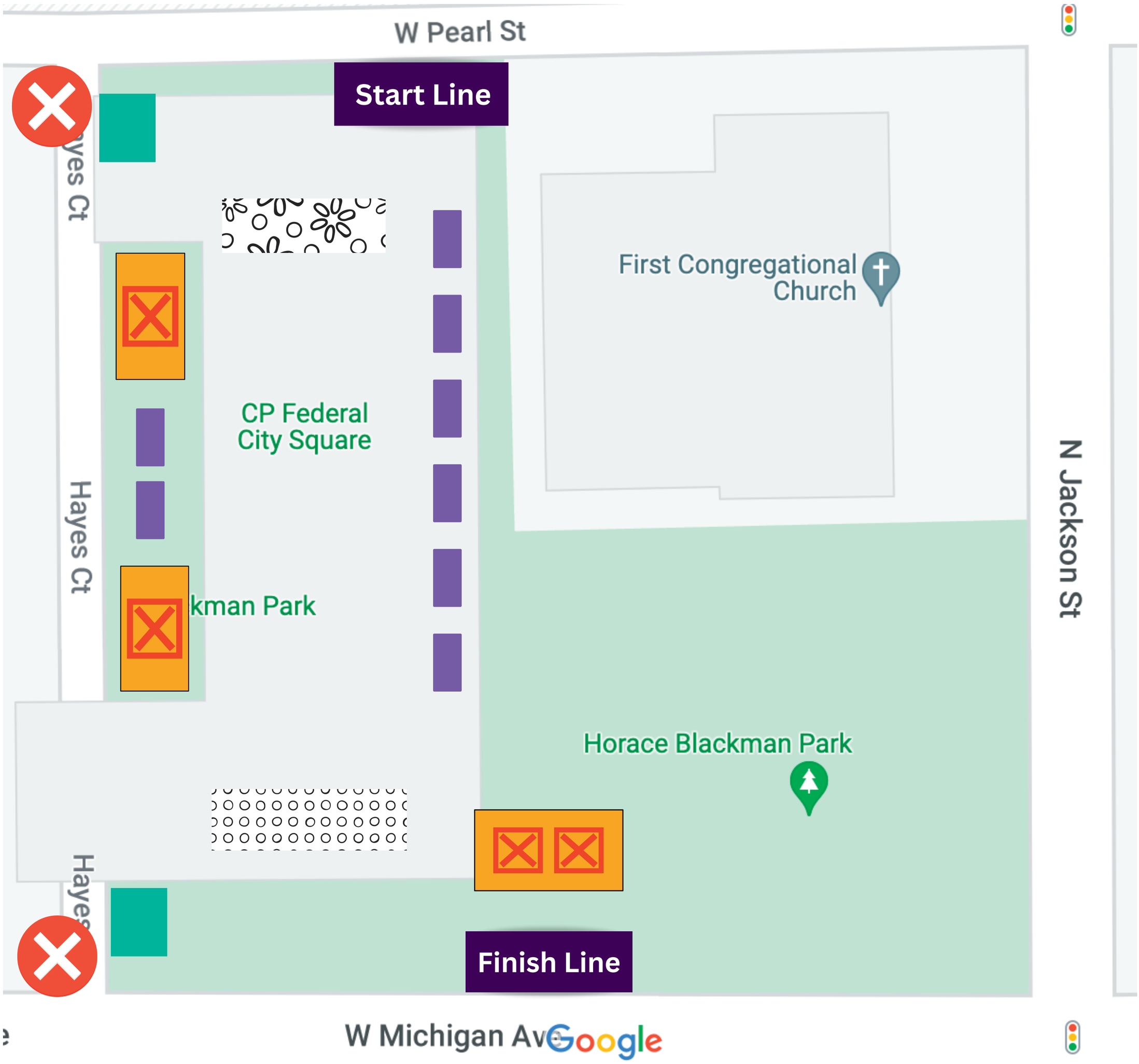
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will 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: Susan Prynn

Date: 3/6/24

Office Use ONLY
Application Received: Date: 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



= Restrooms (1 - Handicapp/1-regular)

= 10 x 10 Tents

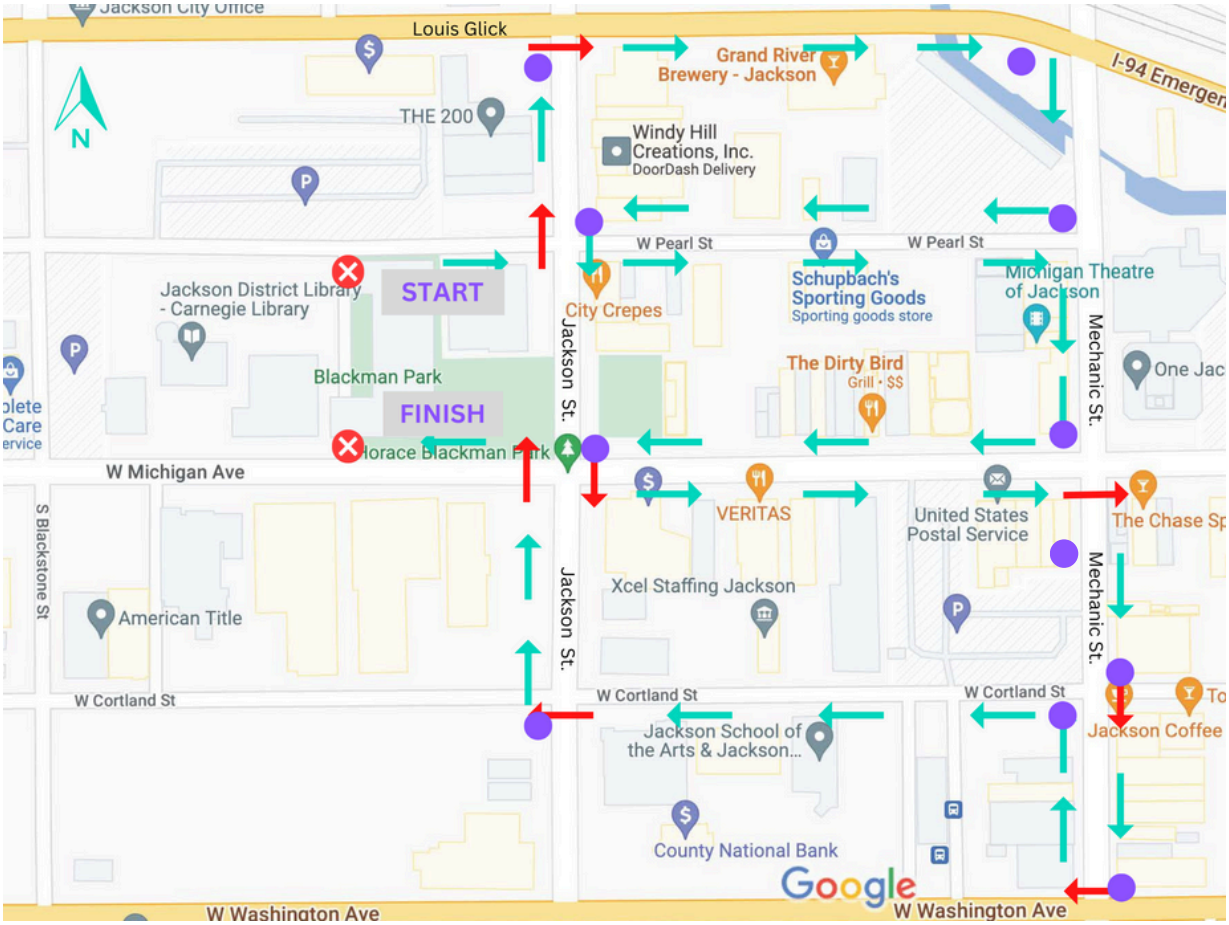
= 10 x 20 Tent

= Road blocks

= Kid Zone

= Tables wih chairs

= Promise Garden



Route:

- Exit to the **North** side of the Park to the **RIGHT** of the amphitheater heading east on W. Pearl St. towards Jackson St.
- Turn **LEFT** at the corner of Jackson St. and Pearl St. and **CROSS** W. Pearl St.
- Head north on Jackson St. to Louis Glick Hwy.
- Turn **RIGHT** at Louis Glick Hwy and **CROSS** Jackson St.
- Head east on Louis Glick Hwy. to Mechanic St. Turn **RIGHT** at Mechanic St. (DO NOT CROSS STREET.) Head south on Mechanic towards W. Pearl St.
- Turn **RIGHT** at W. Pearl St. (DO NOT CROSS STREET.) and head west on W. Pearl St. towards Jackson St.
- Turn **LEFT** at Jackson St. and **CROSS** W. Pearl St. Turn **LEFT** and head east on Pearl St. to Mechanic St.
- Turn **LEFT** on Mechanic St. (DO NOT CROSS STREET) Head south on Mechanic towards W. Michigan Ave.
- Turn **RIGHT** at W. Michigan Ave (DO NOT CROSS STREET). Head west on W. Michigan Ave towards Jackson Street.
- Turn **LEFT** on Jackson St. and **CROSS** W. Michigan Ave. Turn **RIGHT** and head east on W. Michigan Ave towards Mechanic St.
- **CROSS** street at Mechanic St. then turn **RIGHT** and head south on Mechanic towards Cortland St.
- **CROSS** Cortland St. and continue south towards W. Washington Ave.
- Turn **RIGHT** at W. Washington Ave. AND **CROSS** street at Mechanic St.
- Turn **RIGHT** and head north on Mechanic St. towards Cortland St.
- Turn **LEFT** at Cortland St. (DO NOT CROSS STREET) and head west on Cortland St. toward Jackson St.
- **CROSS** street at Jackson St. and turn **RIGHT** and **CROSS** Cortland St. heading north towards W. Michigan Ave.
- **CROSS** street at W. Michigan Ave. and head back to Horace Blackman Park to FINISH LINE!

→ = Walkers will cross the street.
⊗ = Need Street Blocked off
● = We will provide Route Marshalls

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/7/2024

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 Inszone Insurance Services 1101 Perimeter Drive, Suite 500 Schaumburg IL 60173	**CONTACT NAME:** Sandy Crespin **PHONE (A/C, No, Ext):** 847-719-7877 **FAX (A/C, No):** 847-398-7077 **E-MAIL ADDRESS:** screspin@inszoneins.com
	INSURER(S) AFFORDING COVERAGE / **NAIC #** **INSURER A :** Philadelphia Indemnity Insurance Company / 18058 **INSURER B :** Hartford Insurance Group / 29424 **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**
INSURED ALZHE-2 Alzheimer's Disease & Related Disorders Association, Inc. 225 N. Michigan Ave Ste 1700 Chicago IL 60601	

COVERAGES **CERTIFICATE NUMBER:** 818897428 **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 Sex Abuse/Molest X Soc Serv Prof GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	PHPK2528522	3/11/2024	3/11/2025	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 $ 20,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	**AUTOMOBILE LIABILITY** X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	Y	Y	PHPK2528522	3/11/2024	3/11/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) UM/UIM	$ 1,000,000 $ $ $ $ 1,000,000
A	X **UMBRELLA LIAB** X OCCUR **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED X RETENTION $ 10,000			PHUB854853	3/11/2024	3/11/2025	EACH OCCURRENCE AGGREGATE 	$ 10,000,000 $ 10,000,000 $
B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	83WEBU6934	3/11/2024	3/11/2025	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 A	D&O, EPLI PROFESSIONAL LIABILITY			PHSD1782707 PHPK2528522	3/11/2024 3/11/2024	3/11/2025 3/11/2025	D&O $50/EPLI $50K RET OCC 1,000,000/AGGR	10,000,000 3,000,000

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

Michigan Chapter
RE: Jackson Walk to End Alzheimer's Event held October 5, 2024 at Horace Blackman Park
Jackson Downtown Development Authority and the City of Jackson are Additional Insured for operations conducted by the insured. Subject to policy terms and conditions.
**Bounce Houses and other rebounding devices are excluded from any liability coverage on this policy.

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED 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):
City of Jackson 161 W Michigan Ave Jackson, MI 49201-1315
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 your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

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.

© Insurance Services Office, Inc., 2012

CITY OF JACKSON
Founded 1829

City Manager's Office

161 W. Michigan Ave. - Jackson, MI 49201
Phone: (517) 788-4035 • Facsimile: (517) 768-5820

MEMO TO: Honorable Mayor and City Council

FROM: Jonathan Greene, City Manager

DATE: September 3, 2024

SUBJECT: Public Hearing for the proposed street renaming of Milwaukee Street to Carl Breeding Way

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Recommendation:

Pursuant to the City of Jackson Addressing Policy, conduct a public hearing on September 24th, 2024 regarding the proposed street naming of Milwaukee Street to Carl Breeding Way.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Establish Public Hearing – Brown Street Construction, Denton - High.

Recommendation:

Establish October 8, 2024 at the City Council meeting as the time and place to hold a public hearing regarding impacts to pedestrian and non-motorized routes during construction on Brown Street between Denton and High.

Attached is a report from Troy White, City Engineer, regarding establishment of a public hearing for the project above.

I recommend approval. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Establish October 8, 2024 at the City Council meeting as the time and place to hold a public hearing regarding impacts to pedestrian and non-motorized routes during construction on Brown Street between Denton and High.

ISSUE STATEMENT

Brown Street between Denton Road and High Street within Sparks Foundation County Park is scheduled to be milled and repaved in 2025. This project will be funded in large part by a Surface Transportation Program grant from the Federal Highway Administration.

DESCRIBE THE CONSEQUENCES

With the use of federal grant funds, the project must adhere to all associated federal requirements. One such requirement is that ramps for sidewalks and paths be upgraded to comply with current Americans with Disabilities Act (ADA) requirements. Another requirement is that a public hearing be held if a public park feature is impacted or closed during the construction process. This public hearing requirement applies to the Brown Street project as the project itself is within the Sparks Foundation County Park and will also require the intermittent closure of the Park's non-motorized paths that cross Brown Street so that the ramps can be upgraded to meet ADA requirements.

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure – including streets. To this end, Engineering has secured the above referenced grant to fund the repaving of Brown Street between Denton Road and High Street. Engineering is also responsible for ensuring the use of the federal funds complies with all the associated requirements. To accomplish this, Engineering has prepared this request for a public hearing.

SOLUTION

At the requested hearing, a short presentation using graphics will be made to demonstrate to City Council and the public how the Park's paths will be impacted during the construction

period. The presentation will also show how the project will be staged to minimize the impact on the paths and ensure continuous park access by non-motorized users.

FACILITATE IMPLEMENTATION

Establish October 8, 2024 at the City Council meeting as the time and place to hold a public hearing regarding impacts to pedestrian and non-motorized routes during construction on Brown Street between Denton and High.

ATTACHMENTS

None

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Region 2 Planning Commission Invoice – Local Share Cost of JACTS Unified Work Program FY 2024.

Recommendation:

Approve payment of the invoice from Region 2 Planning Commission for local share cost of Jackson Area Comprehensive Transportation Study (JACTS) Unified Work Program for FY 2024, in the amount of $27,883.00, in accordance with the recommendation of the City Engineer, and authorize the City Engineer to sign the Local Funding Resolution.

Attached is a report from Troy White, City Engineer, regarding approval of payment to JACTS for the City's local share cost of the JACTS Unified Work Program for FY 2024, and authorization to sign the resolution.

I recommend approval of the payment and resolution. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve payment of the invoice from Region 2 Planning Commission for local share cost of Jackson Area Comprehensive Transportation Study (JACTS) Unified Work Program for FY 2024, in the amount of $27,883.00, in accordance with the recommendation of the City Engineer, and authorize the City Engineer to sign the Local Funding Resolution.

ISSUE STATEMENT

Region 2 Planning Commission is the state designated Metropolitan Planning Organization (MPO) for the Jackson urbanized area. The MPO oversees the Unified Work Program and receives planning funds from the Federal Highway Administration. These planning funds are required to have a local match of 18.15%. This local match is split between the City and the County Department of Transportation.

DESCRIBE THE CONSEQUENCES

Adoption of the resolution and approval of the cost sharing payment adheres to the Federal Highway Commission's policy requiring these costs to be shown as being funded by local agencies.

OWNERSHIP

Federal grant funds for improvements to the region transportation network are distributed to the City of Jackson, Jackson County and the Jackson Area Transportation Authority through a federally mandated Transportation Improvement Plan (TIP). The TIP is organized and administered by Region 2 Planning Commission, the recognized Metropolitan Planning Organization (MPO) for Jackson County. The City participates in this program as grants fund major street construction projects annually. To participate in the program, the City must utilize the services of Region 2 Planning Commission. Therefore, it is appropriate and to the City's advantage to pay the attached invoice to fund the TIP work by Region 2 Planning Commission. These costs are budgeted for annually in the Street and Bridge Construction line of the 202-451 Major Street Fund.

SOLUTION

Region 2 Planning Commission prepares this resolution and invoice each year for the local agencies' matching requirement for the appropriate fiscal year's JACTS Unified Work Program. Engineering presents these to the City Council for adoption of the resolution and approval of payment.

FACILITATE IMPLEMENTATION

Approve payment of the invoice from Region 2 Planning Commission for local share cost of Jackson Area Comprehensive Transportation Study (JACTS) Unified Work Program for FY 2024, in the amount of $27,883.00, in accordance with the recommendation of the City Engineer, and authorize the City Engineer to sign the Local Funding Resolution.

ATTACHMENTS

1. Engineering Region 2 Local Cost Resolution att only

REGION 2 PLANNING COMMISSION / JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY FY 2024 UNIFIED WORK PROGRAM
LOCAL FUNDING RESOLUTION

WHEREAS, the urban transportation planning regulations implementing sections of the Fixing America's Surface Transportation (FAST) Act legislation requires that each urbanized area, as a condition of receipt of Federal capital or operating assistance, have a continuing, cooperative, and comprehensive urban transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized areas; and

WHEREAS, the Region 2 Planning Commission (R2PC), as the state designated Metropolitan Planning Organization (MPO) for the Jackson urbanized area, conducts the continuing, cooperative, and comprehensive planning process through the Jackson Area Comprehensive Transportation Study (JACTS), a forum for cooperative transportation decision-making developed under federal guidelines for the purposes of urban transportation planning conduct; and

WHEREAS, JACTS annually develops an urban transportation Unified Work Program (UWP) which identifies activities and costs necessary for the conduct of the urban transportation planning process; and

WHEREAS, transportation planning funds provided by the U.S. Department of Transportation to the Michigan Department of Transportation and are passed through to the R2PC to carry out the activities defined in the UWP; and

WHEREAS, these funds, available under the FAST Act as Federal Highway Administration (FHWA) PL require a local matching contribution of 18.15 percent; and

WHEREAS, the Region 2 Planning Commission has recommended that the local match contribution required to assure the timely conduct of JACTS activities be divided and contributed equally by the City of Jackson Engineering Department and the Jackson County Department of Transportation; and

WHEREAS, it has been determined that the total local share costs for the JACTS Unified Work Program for FY 2024 (October 1, 2023 – September 30, 2024) is $55,766;

NOW, THEREFORE BE IT RESOLVED,

That the City of Jackson Engineering Department agrees to participate in 50 percent of the funding of the local share costs by providing $27,883 to the Region 2 Planning Commission.

BE IT FURTHER RESOLVED,

That the Region 2 Planning Commission agrees to reimburse the City of Jackson Engineering Department for planning activities necessary for the completion of, and identified within, the JACTS FY 2024 Unified Work Program.

_____
Dale Witt, Chair
Region 2 Planning Commission

_____
Date

_____
Jacob Hurt, Executive Director
Region 2 Planning Commission

_____
Date

_____
Troy R. White, P.E., City Engineer
City of Jackson Engineering Department

_____
Date

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

120 W. Michigan Avenue, 9th Floor
Jackson, MI 49201

Invoice

DATE: August 8, 2024
INVOICE NO.: 8005
FOR: *FY 2024 Local Share Cost*

Jon Dowling, Engineering Department
City of Jackson
161 W. Michigan Avenue
Jackson, MI 49201

DESCRIPTION	AMOUNT
City of Jackson Engineering Department	
Local share cost of JACTS Unified Work Program for FY 2024 (October 1, 2023 - September 30, 2024)	$ 27,883.00
Please refer to the enclosed resolution.	
TOTAL	$ 27,883.00

Make all checks payable to the Region 2 Planning Commission.
If you have any questions concerning this invoice, please contact
James Latham, Accountant at 517.768.6710 or email to jlatham@mijackson.org

Thank you.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Amendment 2 to the 23-001 Major Street Engineering Contract.

Recommendation:

Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

Attached is a report from Troy White, City Engineer, regarding an amendment to the above referenced contract.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

ISSUE STATEMENT

The duration of the construction period for the recent projects to repave portions of Elm Avenue and High Street were extended in the initial construction contract bid documents to create conditions to make bids most competitive. While this strategy proved effective with the low bidder being $163,000 below the engineer's estimate, it did result in a longer construction period and corresponding increased man-hours for inspection and construction engineering services. The resulting increase is $36,430.88 as described in the August 5, 2024 letter from Rowe Professional Services Company.

DESCRIBE THE CONSEQUENCES

Due to increased state and federal funding currently available for construction projects, limited manpower capacity within the construction industry and limited availability of some construction materials, bid prices have been increasing at a high rate. To make the projects to repave portions of Elm Avenue and High Street more attractive to potential bidders, the contract bid documents allowed for a longer than initially planned construction period. This allowed the contractor and associated subcontractors flexibility in their scheduling and the ability to work on these repaving projects between larger highway projects, and resulted in the lower contract construction costs. Correspondingly, this also resulted in additional man-hours for inspection and construction engineering. Although the construction engineering costs did increase, the savings in the construction costs were far greater. Therefore, the strategy proved effective. The consequence of a shorter construction period would have resulted in an increase overall project cost.

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure – including major street construction. Therefore, Engineering is responsible for project scoping and contract development, letting and administration. Engineering is also responsible for the decision to extend the construction period in the initial contract documents that were put out to bid and recommends that the corresponding contract amendment request be approved.

SOLUTION

Engineering recommends approval of the attached contract Amendment 2 to the construction phase of the 2023 Major Street Engineering contract.

FACILITATE IMPLEMENTATION

Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

ATTACHMENTS

1. Engineering Am 2 Major St Eng Contr att only

JACKSON
Founded 1829

City Manager's Office
161 W. Michigan Ave. - Jackson, MI 49201
Telephone: (517) 788-4035 • Facsimile: (517) 768-5820

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: **Amendment 2 to the 23-001 Major Street Engineering Contract**

Recommendation:

> **Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.**

Attached is a report from Troy White, City Engineer, regarding an amendment to the above referenced contract.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.

JG/ss

Attachments

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DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy R. White, P.E., City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

ISSUE STATEMENT

The duration of the construction period for the recent projects to repave portions of Elm Avenue and High Street were extended in the initial construction contract bid documents to create conditions to make bids most competitive. While this strategy proved effective with the low bidder being $163,000 below the engineer's estimate, it did result in a longer construction period and corresponding increased man-hours for inspection and construction engineering services. The resulting increase is $36,430.88 as described in the August 5, 2024 letter from Rowe Professional Services Company.

DESCRIBE THE CONSEQUENCES

Due to increased state and federal funding currently available for construction projects, limited manpower capacity within the construction industry and limited availability of some construction materials, bid prices have been increasing at a high rate. To make the projects to repave portions of Elm Avenue and High Street more attractive to potential bidders, the contract bid documents allowed for a longer than initially planned construction period. This allowed the contractor and associated subcontractors flexibility in their scheduling and the ability to work on these repaving projects between larger highway projects, and resulted in the lower contract construction costs. Correspondingly, this also resulted in additional man-hours for inspection and construction engineering. Although the construction engineering costs did increase, the savings in the construction costs were far greater. Therefore, the strategy proved effective. The consequence of a shorter construction period would have resulted in an increase overall project cost.

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure – including major street construction. Therefore, Engineering is responsible for project scoping and contract development, letting and administration. Engineering is also responsible for the decision to extend the construction period in the initial contract documents that were put out to bid and recommends that the corresponding contract amendment request be approved.

SOLUTION

Engineering recommends approval of the attached contract Amendment 2 to the construction phase of the 2023 Major Street Engineering contract

FACILITATE IMPLEMENTATION

Approval of Amendment 2 to the 23-001 Major Street Engineering contract with Rowe Professional Services Company of Flint, MI, at a not-to-exceed cost of $36,430.88, and authorization for the City Manager and City Engineer to sign the appropriate document.

TRW/ss

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AMENDMENT NO. 2
To Contract for
23-001 Major Street Engineering Contract
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 144,678.05**
APPROVED AMENDMENT NO. 1	**$ 8,837.50**
CURRENT CONTRACT AMOUNT AS SET BY AMENDMENT NO.1	**$ 153,515.55**
AMENDMENT NO. 2	**$ 36,430.88**
NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2	**$ 189,946.43**

REASON FOR AMENDMENT:

To provide for construction engineering and inspection services for the extended construction duration for the repaving of Elm Avenue as described in the letter from Rowe Professional Services Company dated August 5, 2024.

Prepared by Troy R. White, P.E.
City Engineer

ACCEPTED BY:

Jeremy M. Lynn, P.E., Principal/VP
Rowe Professional Services Company

Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer

Date:

ACCEPTED BY:

Jonathan Greene, City Manager

Date:

ROWE
540 S. Saginaw Street, Suite 200
Flint, MI 48502 | (810) 341-7500
www.rowepsc.com

August 5, 2024

Mr. Jon Dowling, P.E., City Engineer
City of Jackson
161 W. Michigan Avenue
Jackson, MI 49201

RE: RFQP 23-001 Major Street Engineering (Invoice #109990)
Request for Change Order No. 2

Dear Mr. Dowling:

ROWE Professional Services Company is submitting this request for change order for the High Street (Task I) and Elm Avenue (Task II) project construction engineering scope of work. This request is based on an assumed construction duration of eight weeks outlined in our proposal dated December 14th, 2022, as an estimated construction duration was not specified in the RFQP 23-001 issued on November 15, 2022. The means and methods of the contractor was not known at the time of proposal and the scope of work was further defined during the design process. The progress clause for both projects was created to provide ample time to construct each project and provide a competitive bidding environment. The awarded bid for the project was $163,326.46 below the engineer's estimate.

The progress schedule submitted by the contractor totals approximately thirteen weeks of construction duration. ROWE will work with the city to review the proposed construction services fee for the additional five weeks of construction. Our fee for an additional five weeks of construction services is **$36,430.88.** Attached is a breakdown of hours. We anticipate these services will conclude our construction services scope and we will continue to provide the same level of involvement to make this a successful project.

Our current authorized construction engineering services budget is **$69,855.98** for Tasks I and II. This request for change order no. 2 to the project is **$36,430.88** which would increase our authorized budget to **$106,286.86.** The awarded construction cost of the project was $1,088,290.54. The proposed amended construction engineering budget would equate to 9.8 percent of the overall cost.

If you agree with this scope of work change request, please prepare an amendment number two for council approval and signature. If you have any questions or require additional information, please contact me at (810) 341-7500.

Sincerely,
ROWE Professional Services Company

Ryan D. Bair, P.E.
Project Manager

Attachment

R:\Projects\2300034\Docs\Proposal and Contract\4_DRAFT -Extra Request #2\Scope Change Request #2.docx

Figure B.I - SUMMARY OF COSTS

RFQP NUMBER: 23-001
TITLE: Major Street Engineering
TASK: Task II - Elm Avenue
FIRM: ROWE Professional Services Company — June 25, 2024
Name of Company — Authorized Signature — Date

	Name of Principal Staff Members	Role in Project	TOTAL HOURS	HOURLY RATE	DIRECT LABOR COST	OVERHEAD RATE	OVERHEAD COST	TOTAL COST
PE PHASE								
	SUBTOTAL PE PHASE:		0	NA	$ -	NA	$ -	$ -
CE PHASE	Jeremy Lynn, PE	Principal in Charge	0	$ -	$ -	NA	$ -	$ -
	Ryan Bair, PE	Project Manager	0	$ -	$ -	NA	$ -	$ -
	Jesse Morgan, PE	QA/QC	0	$ -	$ -	NA	$ -	$ -
	Matt Motz, PE	Senior Project Engineer	0	$ -	$ -	NA	$ -	$ -
	Wally Glaza, PS	Survey Project Manager	0	$ -	$ -	NA	$ -	$ -
	Bryan Abson	Survey Crew Chief	8	$ -	$ -	NA	$ -	$ -
	Robert Church	Project Surveyor	8	$ -	$ -	NA	$ -	$ -
	Matt Bellgowan, PE	Construction Engineer	10	$ 65.50	$ 655.00	173.05%	$ 1,133.48	$ 1,985.21
	Doug Robert	Construction Observer	275	$ 39.00	$ 10,725.00	173.05%	$ 18,559.61	$ 32,505.92
	Nate Whitting	Construction Office Tech	20	$ 32.00	$ 640.00	173.05%	$ 1,107.52	$ 1,939.75
	SUBTOTAL CE PHASE:		305	NA	$ 12,020.00	NA	$ 20,800.61	$ 36,430.88
	MATERIAL & DIRECT COSTS:							
								$ -
	SUBTOTAL:							$ -
	TRANSPORTATION COSTS:		Unit Cost	Units				
		Per Diem	$ -	0				$ -
		Mileage	$ -	0				$ -
	SUBTOTAL:							$ -
	TOTAL ALL COSTS FOR TASK II:							$ 36,430.88

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Engineer's Report for Street Reconstruction - Pearl Street, Cooper Street to Waterloo Avenue.

Recommendation:

Receive the Engineer's Report for street reconstruction on Pearl Street from Cooper Street to Waterloo Avenue and establish October 22, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

Attached is a report from Troy White, City Engineer regarding the subject project.

I recommend approval for receipt and establishment of the public hearing of necessity. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Receive the Engineer's Report for street reconstruction on Pearl Street from Cooper Street to Waterloo Avenue and establish October 22, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

ISSUE STATEMENT

Engineering requests that City Council establish a public hearing of necessity to be held October 22, 2024 for street reconstruction on Pearl Street from Cooper Street to Waterloo Avenue. This report is prepared for City Council per the Assessment Policy regarding the necessity of street reconstruction.

Engineering records show that Pearl Street was constructed in 1919, overlaid in 1956 and 1978, seal coated in 1998 and
was crack sealed in 1998. The roadway has many cracks and potholes. The current PASER rating is 2. The attached photos show the current street conditions.

Transmission and distribution water main construction using federal EPA Community Grant funds and City of Jackson Water Funds is scheduled for 2025. This work will disturb a portion of the Pearl Street pavement. As the existing pavement has already failed and is beyond repair, it is recommended that the street be reconstructed in conjunction with the water main project.

Following a Public Hearing of Necessity held on October 25, 2022, City Council ordered Engineering to prepare and let a contract for Pearl Street reconstruction and an assessment role to be prepared. The City Charter requires that assessment roles be confirmed within two years of the order for construction. Because the process for obtaining the federal EPA grant funds has delayed the letting of the project, the two year period for confirmation will expire before the project is let. Therefore, for the street construction process is proceed, the Public Hearing of Necessity and order for construction must be renewed. Hence, this request for a Public Hearing of Necessity to be held on October 22, 2024.

DESCRIBE THE CONSEQUENCES

The requested Public Hearing of Necessity is necessary for street reconstruction on Pearl Street from Cooper to Waterloo to proceed. If the public hearing does not happen, the option to add the street reconstruction to the water main project will not be available to City Council.

OWNERSHIP

The process for funding street construction projects through special assessments involves multiple steps by Engineering, Assessing, the Clerk's office and City Council itself. Engineering prepares the project cost estimate. Assessing distributes those costs amongst impacted properties. The Clerk's Office provides notice to impacted property owners regarding the public hearing. Then City Council, after consideration of input provided by impacted property owners at the public hearing, determines whether or not to confirm the assessment role and approve a construction contract.

SOLUTION

For the street reconstruction of Pearl Street from Cooper to Waterloo to proceed, it is recommended that a Public Hearing of Necessity be established for the October 22, 2024 City Council meeting. The estimated project costs and funding are as follows:

Street Construction Assessments	$ 379,401
Street Funds	$ 232,582
Water Funds	$1,485,052
Sewer Funds	$975,281
EPA Drinking Water Funds	$649,564
Total Project Cost	$3,721,880

If, upon the conclusion of the Public Hearing of Necessity, City Council orders the project to proceed, Engineering will let a construction contract to obtain 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

Receive the Engineer's Report for street reconstruction on Pearl Street from Cooper Street to Waterloo Avenue and establish October 22, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

ATTACHMENTS

1. Engineering Eng Rept St Reconst Pearl-Cooper to Waterloo ATT



Photo 1: Pearl Street looking east from Cooper Street



Photo 2: Pearl Street mid-block between Cooper and Pearl looking east



Photo 3: Pearl Street at Park Avenue looking east



Photo 4: Pearl Street mid-block between Park Avenue and Van Dorn looking east



Photo 5: Pearl Street at Van Dorn looking east



Photo 6: Pearl Street mid-block between Van Dorn and Perrine looking east



Photo 7: Pearl Street at Perrine looking east



Photo 8: Pearl Street between Perrine and State looking east



Photo 9: Pearl Street at State looking east



Photo 10: Pearl Street between State and Waterloo looking east

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc.

Recommendation:

Approve Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc. in the decreased amount of $25,618.08 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

Attached is a report and documentation from Troy White, City Engineer, regarding approval of Change Order 1 to the Oakridge Drive Reconstruction contract.

I recommend approval of the change order. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc. in the decreased amount of $25,618.08 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ISSUE STATEMENT

Work for the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc. is now complete. As such, the attached balancing Change Order has been prepared to align contract quantities with actual quantities placed in the field and to add items that were necessary to complete the work in the field. As demonstrated on the attached table, the final field quantities for some items are less than current contract quantities while others are more. The quantities included in the original contract were estimates.

Balancing change orders do not represent a significant change or expansion in the scope of contract. It is standard practice for balancing change orders to be prepared and approved by both the owner and the contractor at the conclusion of a construction project to ensure there is agreement by both parties regarding the work completed.

DESCRIBE THE CONSEQUENCES

The agreement between the City and the contractor on balancing change orders is a part of the process for completing and closing out contracts. Once the balancing change order is approved, the process to close the contract can proceed. To protect the City's interests, this process requires the contractor to provide the following:

- an affidavit that all subcontractors, suppliers and laborers have been fully paid
- a maintenance bond
- the written consent from the contractor's bonding company for final payment to be made

Only after the above items have been provided by the contractor does the City release

retainage and make final payment. This change order represents a decrease of $25,618.08, bringing the current contract amount to $263,300.52.

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 developed this project to reconstruct the pavement and replace the water mains, water services, and sewers on Oakridge Drive from Glen Drive to Grovedale Avenue.

On January 30, 2024, City Council approved the award of the contract to Concord Excavating & Grading, Inc. of Concord, Michigan in the amount of $288,918.60.

SOLUTION

Engineering has prepared this balancing Change Order 1 after final quantities were measured in the field and the costs for added items were obtained from the contractor, compared with industry wide average unit prices and determined to be fair and reasonable. The contractor is in agreement with the final quantities contained with this balancing change order.

FACILITATE IMPLEMENTATION

Approve Change Order 1 to the Oakridge Drive Reconstruction contract with Concord Excavating & Grading, Inc. in the decreased amount of $25,618.08 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ATTACHMENTS

1. Engineering CO 1 Oakridge Drive ATT

CHANGE ORDER NO. 1
To Contract for
ENG23-04B Oakridge Drive Reconstruction
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents, Plans and Specifications of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 288,918.60**
CHANGE ORDER NO. 1	**$ -25,618.08**
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1	**$ 263,300.52**

REASON FOR CHANGE:

To balance contract quantities for authorized items to match quantities placed in the field and to add extra items that were necessary to complete work in the field.

CONTRACT COMPLETION:

The contract completion date remains unchanged.

Prepared by Jeffrey D. Crow, P.E.
Assistant City Engineer

ACCEPTED BY:

Concord Excavating & Grading, Inc. Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer Date:

ACCEPTED BY:

Jonathan Greene, City Manager Date:

ENG23-04B OAKRIDGE DRIVE RECONSTRUCTION
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0001	1100001	Mobilization, Max 10%	1.00	0.00	1.00	LSUM	$ 26,000.00	$ -	$ -
0002	2030011	Dr Structure, Rem	1.00	0.00	1.00	Ea	$ 700.00	$ -	$ -
0003	2030015	Sewer, Rem, Less than 24 inch	134.00	-134.00	0.00	Ft	$ 30.00	$ -	$ (4,020.00)
0004	2040020	Curb and Gutter, Rem	24.00	7.00	31.00	Ft	$ 50.00	$ 350.00	$ -
0005	2040055	Sidewalk, Rem	5.00	0.67	5.67	Syd	$ 25.00	$ 16.75	$ -
0006	2040060	Structures, Rem (Retaining Wall)	1.00	-1.00	0.00	LSUM	$ 2,000.00	$ -	$ (2,000.00)
0007	2040080	Exploratory Investigation, Vertical	14.00	-9.00	5.00	Ft	$ 50.00	$ -	$ (450.00)
0008	2047001	Pavt, Sawcut	42.00	-5.00	37.00	Ft	$ 4.00	$ -	$ (20.00)
0009	2047011	Driveway, Rem	3.00	-0.78	2.22	Syd	$ 25.00	$ -	$ (19.50)
0010	2047011	Pavt, Rem, Modified	10.00	39.94	49.94	Syd	$ 25.00	$ 998.50	$ -
0011	2050018	Excavation, Rock	4.00	-4.00	0.00	Cyd	$ 200.00	$ -	$ (800.00)
0012	2057002	Roadway Grading, Special	5.00	-0.48	4.52	Sta	$ 3,000.00	$ -	$ (1,440.00)
0013	2057021	Flowable Fill, Non-Structual	3.00	-3.00	0.00	Cyd	$ 350.00	$ -	$ (1,050.00)
0014	2057021	Subgrade Undercutting, 1 x 3	68.00	-62.44	5.56	Cyd	$ 70.00	$ -	$ (4,370.80)
0015	2080016	Erosion Control, Gravel Access Approach	2.00	0.00	2.00	Ea	$ 600.00	$ -	$ -
0016	2087050	Erosion Control, Inlet Protection, Fabric Drop	5.00	-5.00	0.00	Ea	$ 150.00	$ -	$ (750.00)
0017	2090001	Project Cleanup	1.00	0.30	1.30	LSUM	$ 5,000.00	$ 1,500.00	$ -
0018	3027011	Aggregate Base, 8 inch, 21AA, Modified	1,016.00	-66.00	950.00	Syd	$ 17.00	$ -	$ (1,122.00)
0019	4021260	Trench Undercut and Backfill	4.00	-4.00	0.00	Cyd	$ 50.00	$ -	$ (200.00)
0020	5010025	Hand Patching	5.00	-5.00	0.00	Ton	$ 300.00	$ -	$ (1,500.00)
0021	5017011	HMA Surface, Rem, Modified	1,008.00	-58.00	950.00	Syd	$ 8.00	$ -	$ (464.00)
0022	5017031	HMA, 13A	204.00	1.24	205.24	Ton	$ 152.25	$ 188.79	$ -
0023	8010005	Driveway, Nonreinf Conc, 6 inch	10.00	-10.00	0.00	Syd	$ 60.00	$ -	$ (600.00)
0024	8020038	Curb and Gutter, Conc, Det F4	24.00	4.00	28.00	Ft	$ 40.00	$ 160.00	$ -
0025	8027001	Driveway Opening, Conc, Det L	20.00	-20.00	0.00	Ft	$ 50.00	$ -	$ (1,000.00)
0026	8030044	Sidewalk, Conc, 4 inch	20.00	-20.00	0.00	Sft	$ 20.00	$ -	$ (400.00)
0027	8030046	Sidewalk, Conc, 6 inch	37.00	-37.00	0.00	Sft	$ 35.00	$ -	$ (1,295.00)
0028	8070095	Post, Mailbox	1.00	-1.00	0.00	Ea	$ 200.00	$ -	$ (200.00)
0029	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	2.00	2.00	4.00	Ea	$ 200.00	$ 400.00	$ -
0030	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	2.00	2.00	4.00	Ea	$ 50.00	$ 100.00	$ -
0031	8120170	Minor Traf Devices	1.00	0.00	1.00	LSUM	$ 8,000.00	$ -	$ -
0032	8120350	Sign, Type B, Temp, Prismatic, Furn	36.00	88.51	124.51	Sft	$ 9.70	$ 858.55	$ -
0033	8120351	Sign, Type B, Temp, Prismatic, Oper	36.00	88.51	124.51	Sft	$ 0.75	$ 66.38	$ -

ENG23-04B OAKRIDGE DRIVE RECONSTRUCTION
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0034	8120352	Sign, Type B, Temp, Prismatic, Spec, Furn	18.00	-14.67	3.33	Sft	$ 9.00	$ -	$ (132.03)
0035	8120353	Sign, Type B, Temp, Prismatic, Spec, Oper	18.00	-14.67	3.33	Sft	$ 0.90	$ -	$ (13.20)
0036	8120370	Traf Regulator Control	1.00	0.00	1.00	LSUM	$ 8,000.00	$ -	$ -
0037	8167011	Turf Establishment, Performance	25.00	102.89	127.89	Syd	$ 50.00	$ 5,144.48	$ -
0038	8230091	Hydrant, Rem	1.00	0.00	1.00	Ea	$ 500.00	$ -	$ -
0039	8230391	Gate Box, Adj, Temp, Case 1	1.00	-1.00	0.00	Ea	$ 600.00	$ -	$ (600.00)
0040	8237001	Hydrant Extension	1.00	0.00	1.00	Ft	$ 650.00	$ -	$ -
0041	8237001	Tracer Wire, Modified	428.00	30.00	458.00	Ft	$ 0.40	$ 12.00	$ -
0042	8237001	Water Main Backfill, Class II	420.00	28.00	448.00	Ft	$ 26.00	$ 728.00	$ -
0043	8237001	Water Main, 8 inch	420.00	28.00	448.00	Ft	$ 120.00	$ 3,360.00	$ -
0044	8237001	Water Main, Rem	230.00	-230.00	0.00	Ft	$ 25.00	$ -	$ (5,750.00)
0045	8237050	Gate Box, Adj, Case 1, Modified	1.00	-1.00	0.00	Ea	$ 550.00	$ -	$ (550.00)
0046	8237050	Hydrant Assembly	1.00	0.00	1.00	Ea	$ 7,000.00	$ -	$ -
0047	8237050	Sewer Lateral Repair	1.00	-1.00	0.00	Ea	$ 1,500.00	$ -	$ (1,500.00)
0048	8237050	Tracer Wire Grounding Rod	3.00	-2.00	1.00	Ea	$ 200.00	$ -	$ (400.00)
0049	8237050	Water Main Cut and Plug, 6 inch	2.00	0.00	2.00	Ea	$ 750.00	$ -	$ -
0050	8237050	Water Main, Connect New 8 inch to Existing 8 inch	2.00	0.00	2.00	Ea	$ 4,000.00	$ -	$ -
0051	8237050	Water Serv, 1 inch	1.00	3.00	4.00	Ea	$ 2,000.00	$ 6,000.00	$ -
0052	8237050	Water Serv, 1-1/2 inch	1.00	0.00	1.00	Ea	$ 3,000.00	$ -	$ -
0053	8237050	Water Serv, Long, 1 inch	4.00	-4.00	0.00	Ea	$ 2,500.00	$ -	$ (10,000.00)
0054	8257001	Sanitary Sewer Backfill, Class II	135.00	-135.00	0.00	Ft	$ 35.00	$ -	$ (4,725.00)
0055	8257001	Sanitary Sewer, SDR 26 PVC, 8 inch	135.00	-25.00	110.00	Ft	$ 140.00	$ -	$ (3,500.00)
0056	8257001	Sanitary Sewer, Service Connection beyond 10 feet	30.00	-6.00	24.00	Ft	$ 100.00	$ -	$ (600.00)
0057	8257050	Sanitary Manhole, 48 inch dia	2.00	0.00	2.00	Ea	$ 5,000.00	$ -	$ -
0058	8257050	Sanitary Sewer Service Connection with 8 inch by 6 inch Wye	2.00	0.00	2.00	Ea	$ 1,000.00	$ -	$ -
0059	8267030	Water Main Fittings, DI	250.00	77.00	327.00	Lb	$ 10.00	$ 770.00	$ -
0060	4037050	_ Utility Structure Cover Adj, Case 1, Modified	0.00	2.00	2.00	Ea	$ 950.00	$ 1,900.00	$ -
0061	4037050	_ MH cover, Std	0.00	2.00	2.00	Ea	$ 650.00	$ 1,300.00	$ -
							Total:	$ 23,853.45	$ (49,471.53)
							Net Change:	$ (25,618.08)	
							Current Contract Amount:	$ 288,918.60	
							Revised Contract Amount:	$ 263,300.52	

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc.

Recommendation:

Approve Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc. in the increased amount of $9,852.56 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

Attached is a report and documentation from Troy White, City Engineer, regarding approval of Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract.

I recommend approval of the change order. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc. in the increased amount of $9,852.56 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ISSUE STATEMENT

Work for the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc. is now complete. As such, the attached balancing Change Order has been prepared to align contract quantities with actual quantities placed in the field and to add items that were necessary to complete the work in the field. As demonstrated on the attached table, the final field quantities for some items are less than current contract quantities while others are more. The quantities included in the original contract were estimates.

Balancing change orders do not represent a significant change or expansion in the scope of contract. It is standard practice for balancing change orders to be prepared and approved by both the owner and the contractor at the conclusion of a construction project to ensure there is agreement by both parties regarding the work completed.

DESCRIBE THE CONSEQUENCES

The agreement between the City and the contractor on balancing change orders is a part of the process for completing and closing out contracts. Once the balancing change order is approved, the process to close the contract can proceed. To protect the City's interests, this process requires the contractor to provide the following:

- an affidavit that all subcontractors, suppliers and laborers have been fully paid
- a maintenance bond
- the written consent from the contractor's bonding company for final payment to be made

Only after the above items have been provided by the contractor does the City release retainage and make final payment.

This change order represents an increase of $9,852.56, bringing the current contract amount to $383,283.56.

OWNERSHIP

Engineering is responsible for the reconstruction of the trail system in the City. To this end, Engineering developed this project to reconstruct the MLK Equality Trail from the Optimist Shelter to West Avenue with a 12-foot concrete path in conjunction with small tree and brush removal from the right-of-way to 25 feet from the center of the path.

On February 13, 2024, City Council approved the award of the contract to Anlaan Corporation, Inc. of Grand Haven, Michigan in the amount of $373,431.00.

SOLUTION

Engineering has prepared this balancing Change Order 1 after final quantities were measured in the field and the costs for added items were obtained from the contractor, compared with industry wide average unit prices and determined to be fair and reasonable. The contractor is in agreement with the final quantities contained with this balancing change order.

FACILITATE IMPLEMENTATION

Approve Change Order 1 to the MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue contract with Anlaan Corporation, Inc. in the increased amount of $9,852.56 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ATTACHMENTS

1. Engineering CO 1 MLK Trail-Shelter to West ATT

CHANGE ORDER NO. 2

To Contract for

ENG24-08 MLK Equality Trail Reconstruction - Optimist Shelter to West Avenue

City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents, Plans and Specifications of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 373,431.00**
CHANGE ORDER NO. 1	**$ 9,852.56**
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1	**$ 383,283.56**

REASON FOR CHANGE:

To balance contract quantities for authorized items to match quantities placed in the field and to add extra items that were necessary to complete work in the field.

CONTRACT COMPLETION:

The contract completion date remains unchanged.

Prepared by Jeffrey D. Crow, P.E.
Assistant City Engineer

ACCEPTED BY:

Anlaan Corporation, Inc. Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer Date:

ACCEPTED BY:

Jonathan Greene, City Manager Date:

ENG24-08 MLK EQUALITY TRAIL RECONSTRUCTION
FROM OPTIMIST SHELTER TO WEST AVENUE
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0001	1100001	Mobilization	1.00	0.00	1.00	LSUM	$ 37,300.00	$ -	$ -
0002	2010001	Clearing	1.55	0.00	1.55	Acre	$ 9,000.00	$ -	$ -
0003	2040055	Sidewalk, Rem	19.00	5.89	24.89	Syd	$ 35.00	$ 206.15	$ -
0004	2047011	HMA Surface, Rem, Modified	2,371.00	296.00	2,667.00	Syd	$ 6.00	$ 1,776.00	$ -
0005	2050031	Non Haz Contaminated Material Handling and Disposal, LM	20.00	-20.00	0.00	Cyd	$ 50.00	$ -	$ (1,000.00)
0006	2057011	Geogrid	240.00	26.67	266.67	Syd	$ 3.00	$ 80.01	$ -
0007	2057021	Subgrade Undercutting, 1 x 3	80.00	-19.24	60.76	Cyd	$ 70.00	$ -	$ (1,346.80)
0008	2080016	Erosion Control, Gravel Access Approach	1.00	0.00	1.00	Ea	$ 200.00	$ -	$ -
0009	2080036	Erosion Control, Silt Fence	1,697.00	-397.00	1,300.00	Ft	$ 3.00	$ -	$ (1,191.00)
0010	2090001	Project Cleanup	1.00	0.00	1.00	LSUM	$ 500.00	$ -	$ -
0011	3027011	Aggregate Base, 6 inch, Modified	3,539.00	162.41	3,701.41	Syd	$ 20.00	$ 3,248.20	$ -
0012	3060020	Maintenance Gravel	20.00	-20.00	0.00	Ton	$ 40.00	$ -	$ (800.00)
0013	8060020	Shared Use Path, Conc	3,539.00	53.00	3,592.00	Syd	$ 38.00	$ 2,014.00	$ -
0014	8060030	Shared Use Path, Grading	2,637.00	0.00	2,637.00	Ft	$ 9.00	$ -	$ -
0015	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	3.00	0.00	3.00	Ea	$ 85.00	$ -	$ -
0016	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	3.00	0.00	3.00	Ea	$ 5.00	$ -	$ -
0017	8120170	Minor Traf Devices	1.00	0.00	1.00	LSUM	$ 11,200.00	$ -	$ -
0018	8120350	Sign, Type B, Temp, Prismatic, Furn	53.00	21.00	74.00	Sft	$ 5.00	$ 105.00	$ -
0019	8120351	Sign, Type B, Temp, Prismatic, Oper	53.00	21.00	74.00	Sft	$ 1.00	$ 21.00	$ -
0020	8120352	Sign, Type B, Temp, Prismatic, Spec, Furn	18.00	12.00	30.00	Sft	$ 9.00	$ 108.00	$ -
0021	8120353	Sign, Type B, Temp, Prismatic, Spec, Oper	18.00	12.00	30.00	Sft	$ 1.00	$ 12.00	$ -
0022	8120370	Traffic Regulator Control	1.00	0.00	1.00	LSUM	$ 1.00	$ -	$ -
0023	8167011	Turf Establishment, Performance	10,243.00	1,321.00	11,564.00	Syd	$ 5.00	$ 6,605.00	$ -
0024	8182363	Wood Pole, Rem	8.00	-2.00	6.00	Ea	$ 150.00	$ -	$ (300.00)
0025	8120026	Pedestrian Type II Barricade, Temp	0.00	3.00	3.00	Ea	$ 105.00	$ 315.00	$ -
							Total:	$ 14,490.36	$ (4,637.80)
							Net Change:	$ 9,852.56	
							Current Contract Amount:	$ 373,431.00	
							Revised Contract Amount:	$ 383,283.56	

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Recommendation of Approval for the First Renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan.

Recommendation:

Approval of the first renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan in the estimated amount of $220,936.93, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

Attached is a report from Troy White, City Engineer, requesting a first renewal of the City's 2023 HMA Patching Contract for the 2024 construction season.

I recommend approval of the renewal as requested. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approval of the first renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan in the estimated amount of $220,936.93, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

ISSUE STATEMENT

The City maintains approximately 55 miles of major streets and 101 miles of local streets. The goal of maintenance is to slow the aging and deterioration for pavements that are in fair to good condition. Maintenance tasks include a mix of crack sealing, joint repairs and spot milling and repaving locations of isolated pavement failure. These tasks are not beneficial on pavements that have already failed structurally and are alligator cracked and potholed due to age. They are performed on fair to good pavements to retain a high level of service for longer and reduce the frequency and higher costs of major repaving and reconstruction.

DESCRIBE THE CONSEQUENCES

If the streets lose their serviceability, it becomes a safety issue for motorists, and a liability for the City. To minimize the City's liability and reduce the need and frequency for more expensive repaving and reconstruction projects, Engineering developed a contract for hot mix asphalt (HMA) pavement patching to extend the service life of select streets identified as having isolated areas of failing pavement, cracked pavement and open joints.

OWNERSHIP

Engineering is responsible for planning and executing the construction of capital improvements to the City's infrastructure - including the street network.

Engineering developed the scope of work for the 2024 maintenance program to do milling and repaving to patch sections of pavement on the following streets:

- First Street between Union and Garfield

- Fourth Street between Glenwood and Lawrence
- Franklin Street between Second and First
- Griswold Street between West Avenue and Fourth
- North Street between Lincoln and Bush
- Washington Avenue between Durand and Fourth
- Wisner Street between Wildwood and Ganson
- Wisner Street between Elmwood and Oakdale

Additionally, joint repairs will be performed on High Street between Cooper and Losey and crack sealing will be performed on High Street between Losey and Dirlam.

SOLUTION

On May 23, 2023, City Council approved the award of the 2023 HMA Patching contract to Bailey Excavating, Inc. of Jackson, Michigan in the amount of $141,681.05. This contract is subject to two one-year renewals. Bailey Excavating, Inc. has submitted updated pricing based on Engineering's proposed scope of work for 2024 indicating their desire to renew the contract to provide HMA patching, joint repair and crack sealing services for the 2024 construction season.

This work will be paid for with Major Street Funds and Local Street Funds.

FACILITATE IMPLEMENTATION

Approval of the first renewal of the 2023 HMA Patching Contract with Bailey Excavating, Inc. of Jackson, Michigan in the estimated amount of $220,936.93, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

ATTACHMENTS

1. Bid Tabulation for 24-11 Asphalt Maintenance for council

24-11 ASPHALT PAVEMENT MAINTENANCE (2024)
ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COSTS
PREPARED 08-20-24

Line	Pay Item	Description	Unit	Quantity	Unit Price	Total Cost
1	1500001	Mobilization, Max $15,000.00	LSUM	1.00	$ 15,000.00	$ 15,000.00
2	2080020	Erosion Control, Inlet Protection, Fabric Drop	Ea	10.00	$ 125.00	$ 1,250.00
3	4037050	Mh Cover, Std	Ea	4.00	$ 750.00	$ 3,000.00
4	4030005	Dr Structure Cover, Adj, Case 1	Ea	4.00	$ 800.00	$ 3,200.00
5	4037050	Drainage Structure, Temp Lowering, Modified	Ea	4.00	$ 500.00	$ 2,000.00
6	5010002	Cold Milling HMA Surface	Syd	2,630.00	$ 9.25	$ 24,327.50
7	5012037	HMA, 13A	Ton	361.00	$ 209.20	$ 75,521.20
8	5027001	Asphalt Repr Mastic	Ft	12,176.00	$ 4.83	$ 58,810.08
9	6037030	HMA Crack Treatment	Lb	15,800.00	$ 1.38	$ 21,804.00
10	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	12.00	$ 98.30	$ 1,179.60
11	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	12.00	$ 5.15	$ 61.80
12	8120035	Channelizing Device, 42 inch, Fluorescent, Furn	Ea	150.00	$ 22.75	$ 3,412.50
13	8120036	Channelizing Device, 42 inch, Fluorescent, Oper	Ea	150.00	$ 1.05	$ 157.50
14	8120140	Lighted Arrow, Type C, Furn	Ea	1.00	$ 724.50	$ 724.50
15	8120141	Lighted Arrow, Type C, Oper	Ea	1.00	$ 25.85	$ 25.85
16	8120252	Plastic Drum, Fluorescent, Furn	Ea	20.00	$ 34.15	$ 683.00
17	8120253	Plastic Drum, Fluorescent, Oper	Ea	20.00	$ 1.05	$ 21.00
18	8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	242.00	$ 5.10	$ 1,234.20
19	8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	242.00	$ 0.10	$ 24.20
20	8120370	Traffic Control Regulator	LSUM	1.00	$ 8,500.00	$ 8,500.00
					Estimate Total:	**$ 220,936.93**

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Resolution for Approval of a Contract with MDOT for bridge reconstruction and transmission water main replacement on Cooper St. from Washington Ave. to Michigan Ave.

Recommendation:

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for bridge reconstruction and transmission water main replacement on Cooper Street from Washington Avenue to Michigan Avenue and authorization for the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Troy White, City Engineer requesting approval of a resolution for an MDOT contract for the subject project.

I recommend approval of the resolution. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for bridge reconstruction and transmission water main replacement on Cooper Street from Washington Avenue to Michigan Avenue and authorization for the Mayor and City Clerk to execute the appropriate documents.

ISSUE STATEMENT

Attached is a resolution to enter into a contract with MDOT for bridge reconstruction and transmission water main replacement on Cooper Street between Washington Avenue and Michigan Avenue. The bridge will be replaced for the Cooper Street crossing of the Grand River. This project will also replace the transmission water main that crosses under the Grand River and the railroad to connect the water treatment plant to the east elevated water tank.

DESCRIBE THE CONSEQUENCES

The existing bridge was originally constructed in 1913. As it is now 111 years old, it is antiquated and inadequate to meet modern needs. To improve reliability, improve lane widths and provide adequate non-motorized facilities, the bridge needs to be replaced.

The existing transmission main was originally constructed in 1919. This is an arterial pipe within the water system that feeds a significant portion of the City north of the Grand River. Specifically, it feeds the east elevated water tank located at the intersection of Roberts and Tyson. This critical piece of the water system is beyond its planned service life and is in need of replacement to ensure safe and reliable service.

Failing to replace the Cooper Street bridge over the Grand River and associated transmission water main would result in two pieces of critical infrastructure that are antiquated, beyond their service life and may not be reliable or safe in the future.

OWNERSHIP

Engineering has been working with MDOT staff to prepare this project so that the bridge reconstruction can be coordinated with the transmission water main replacement. Both are needed and it is most cost effective to do them together.

SOLUTION

The project is categorized into two parts as follows:

A. bridge and transmission water main replacement on Cooper Street at the Grand River crossing
B. transmission water main replacement on Cooper Street from Washington Avenue to the south bridge approach and
from the north bridge approach to Michigan Avenue

For Part A, federal and state funds will pay for 85.15%. The balance after federal aid is to be paid in the following proportions:

	PART A	PART B
MDOT	91.25%	0%
CITY	8.75%	100%

The cost participation agreement and contract for this project has been prepared by MDOT and forwarded to the City for approval. The cost estimate for this project is $16,344,700 with the federal share being $11,642,200, the MDOT share being $2,355,700 and the City share being $2,346,800. Major Street funds will be used to pay for $225,900 of the City's share. The remainder of the City's share will be paid for using Water Funds.

FACILITATE IMPLEMENTATION

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for bridge reconstruction and transmission water main replacement on Cooper Street from Washington Avenue to Michigan Avenue and authorization for the Mayor and City Clerk to execute the appropriate documents.

ATTACHMENTS

1. Engineering Resr MDOT Contract-Cooper Br ATT

RESOLUTION

BY CITY COUNCIL:

WHEREAS, the Michigan Department of Transportation (MDOT) is planning a project to replace the antiquated Cooper Street bridge and transmission water main crossing at the Grand River; and

WHEREAS, the City of Jackson has requested additional work be performed in conjunction with the MDOT work so that the transmission water main replacement is extended south to Washington Avenue and north to Michigan; and

WHEREAS, the project is categorized into two parts: Part A – bridge and transmission water main replacement at the Grand River crossing and Part B – transmission water main replacement on Cooper Street from Washington Avenue to the south bridge approach and from the north bridge approach to Michigan Avenue; and

WHEREAS, the project has received federal funding for 81.85% for Part A of this project; and

WHEREAS, the balance after federal aid is to be paid in the following proportions:

	PART A	PART B	
MDOT:	91.25%	0%	
CITY:	8.75%	100%	and;

WHEREAS, the cost-participation agreement and contract number 23-5501 for this project has been prepared by the Michigan Department of Transportation and forwarded to the City of Jackson for approval; and

WHEREAS, the estimate for the construction work is $16,344,700 with the federal share being $11,642,200, the MDOT share being $2,355,700 and the City share being $2,346,800.

NOW, THEREFORE, BE IT RESOLVED that the City Council does approve the construction on Cooper Street between Washington Avenue and Michigan Avenue; and

BE IT FURTHER RESOLVED that the City Council does approve entering into contract number 23-5501 with the Michigan Department of Transportation for bridge and transmission water main replacement on Cooper Street; and

BE IT FURTHER RESOLVED that the City Council does authorize the Mayor and the City Clerk to sign the contract documents on behalf of the City.

* * * *

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 on the 10th day of September, 2024.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 10th day of September, 2024.

_____
Daniel Mahoney, Mayor

_____
Andrea Muray, City Clerk

SPECIAL TRUNKLINE	DA	
FEDERAL AID PROGRESS PAYMENT	Control Section	BFP 38071; NH 38071
ACT-51 AND ADDED WORK	Job Number	211675CON; 211675PE/S; 211675ROW
	Federal Project	24A0728; 21A0550; 24A0111
	Contract	23-5501

THIS CONTRACT is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF JACKSON, a Michigan municipal corporation, hereinafter referred to as the "CITY"; for the purpose of fixing the rights and obligations of the parties in agreeing to construction improvements located within the corporate limits of the CITY.

WITNESSETH:

WHEREAS, the DEPARTMENT is planning bridge replacement and approach work along Highway I-94 BR (Louis Glick Highway) and Highway M-50 (Cooper Street) within the corporate limits of the CITY; and

WHEREAS, the CITY has requested additional work in connection with a portion of the DEPARTMENT'S construction, which additional work in conjunction with the DEPARTMENT'S construction is hereinafter referred to as the "PROJECT" and is further described as follows:

PART A – ACT 51 PARTICIPATION

Bridge replacement work on Structure B03 of 38083 which carries Highway M-50 (Cooper Street) over the Grand River and deck replacement work on Structure B02 of 38083 which carries Highway I-94 BL (Louis Glick Highway) over the Grand River, including sidewalk, share use path, drainage, commercial driveway maintenance, hot mix asphalt approach, concrete curb and gutter, traffic signal, watermain, earthwork, underdrain, rock excavation, bridge railing, guardrail, micropiling, structural steel plate, and maintaining traffic work; together with necessary related work, located within the corporate limits of the CITY; and

PART B – 100% CITY

Watermain upgrade work along Highway M-50 (Cooper Street) from Washington Avenue to the CITY parking garage, along Highway M-50 (Cooper Street) from the southside of Hupp Street to the bypass ramp, along the bypass ramp from Highway M-50 (Cooper Street) to Highway I-94 BL (Michigan Avenue), and along Highway I-94BL (Michigan Avenue) from South Columbus Street to Highway M-50 (Cooper Street) including erosion control, aggregate base, steel casing pipe, concrete curb and gutter, sidewalk, fire hydrant, gate valve,

polyethylene encasement, and watermain service connections; together with necessary related work, located within the corporate limits of the CITY; and

WHEREAS, the DEPARTMENT presently estimates the PROJECT COST as hereinafter defined in Section 1 to be:

PART A:	$14,223,800
PART B:	$ 2,120,900
TOTAL:	$16,344,700

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The CITY hereby consents to the designation of the PROJECT as a state trunkline highway. The parties shall undertake and complete the construction of the PROJECT as a state trunkline highway in accordance with this contract. The term "PROJECT COST", as herein used, is hereby defined as the cost of construction or reconstruction of the PROJECT including the costs of preliminary engineering (PE), plans and specifications; acquisition costs of the property for rights of way, including interest on awards, attorney fees and court costs; physical construction necessary for the completion of the PROJECT as determined by the DEPARTMENT; and construction engineering (CE), legal, appraisal, financing, and any and all other expenses in connection with any of the above.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to the EGLE. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the CITY.

2. The cost of alteration, reconstruction and relocation, including plans thereof, of certain publicly owned facilities and utilities which may be required for the construction of the PROJECT, shall be included in the PROJECT COST; provided, however, that any part of such cost determined by the DEPARTMENT, prior to the commencement of the work, to constitute a betterment to such facility or utility, shall be borne wholly by the owner thereof.

3. The CITY shall make available to the PROJECT, at no cost, all lands required thereof, now owned by it or under its control for purpose of completing said PROJECT. The CITY shall approve all plans and specifications to be used on that portion of this PROJECT that are within the right of way which is owned or controlled by the CITY. That portion of the

PROJECT which lies within the right of way under the control or ownership by the CITY shall become part of the CITY facility upon completion and acceptance of the PROJECT and shall be maintained by the CITY in accordance with standard practice at no cost to the DEPARTMENT. The DEPARTMENT assumes no jurisdiction of CITY right of way before, during or after completion and acceptance of the PROJECT.

4. The parties will continue to make available, without cost, their sewer and drainage structures and facilities for the drainage of the PROJECT.

5. The DEPARTMENT will administer all phases of the PROJECT and will cause to be performed all the PROJECT work.

Any items of PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

6. The CITY will approve the design of the PART B portion of the PROJECT and shall accept full responsibility for the design with respect to the facilities functioning as a part of the CITY'S facilities. Any approvals by the DEPARTMENT are for its own purposes and are not to nor do they relieve the CITY of liability for any claims, causes of action or judgments arising out of the design of the facilities.

7. The PART A portion of the PROJECT COST shall be met in part by contributions from agencies of the Federal Government. The balance of the PART A and B portions of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the DEPARTMENT and the CITY in the following proportions and in the manner and at the times hereinafter set forth:

	PART A	PART B
DEPARTMENT -	91.25%	0%
CITY -	8.75%	100%

The PROJECT COST and the respective shares of the parties, after Federal-aid, is estimated to be as follows:

	TOTAL ESTIMATED COST	FED AID	BALANCE AFTER FED AID	DEPT'S SHARE	CITY'S SHARE
PART A					
Constr & CE	$12,355,400	$10,112,900	$2,242,500	$2,046,300	$ 196,200
PE	$ 1,611,600	$ 1,319,100	$ 292,500	$ 266,900	$ 25,600
ROW	$ 256,800	$ 210,200	$ 46,600	$ 42,500	$ 4,100
PART B					
Constr & CE	$ 1,876,200	$ 0	$1,876,200	$ 0	$1,876,200
PE	$ 244 700	$ 0	$ 244 700	$ 0	$ 244 700
TOTAL	$16,344,700	$11,642,200	$4,702,500	$2,355,700	$2,346,800

Participation, if any, by the CITY in the acquisition of trunkline right-of-way for PART A of the PROJECT shall be in accordance with 1951 P.A. 51 Subsection 1d, MCL 247.651d. An amount equivalent to the federal highway funds for acquisition of right-of-way, as would have been available if application had been made thereof and approved by the Federal government, shall be deducted from the total PROJECT COST prior to determining the CITY'S share. Such deduction will be established from the applicable Federal-Aid matching ratio current at the time of acquisition.

The PE costs will be apportioned in the same ratio as the actual construction award and the CE costs will be apportioned in the same ratio as the actual direct construction costs.

8. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT. The DEPARTMENT may submit progress billings to the CITY on a monthly basis for the CITY'S share of the cost of work performed to date, less all payments previously made by the CITY not including payments made for a working capital deposit. No monthly billings of a lesser amount than $1,000 shall be made unless it is a final or end of fiscal year billing. All billings will be labeled either "Progress Bill Number _____", or "Final Billing". Payment is due within 30 days of receipt of invoice. Upon completion of the PROJECT, payment of all items of PROJECT COST and receipt of all Federal Aid, the DEPARTMENT shall make a final billing and accounting to the CITY.

The CITY will deposit with the DEPARTMENT the following amount which will be used by the DEPARTMENT as working capital and applied toward the end of the project for the contracted work and cost incurred by the DEPARTMENT in connection with the PROJECT:

DEPOSIT PART B - $150,000

The total deposit will be billed to the CITY by the DEPARTMENT and shall be paid by the CITY within 30 days after receipt of bill.

9. Pursuant to the authority granted by law, the CITY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified herein. If the CITY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the CITY of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, the DEPARTMENT is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the CITY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the CITY with payment thereof, and to notify the CITY in writing of such fact.

10. Upon completion of the PART B portion of the PROJECT, the CITY shall accept the facilities constructed as built to specifications within the construction contract documents. It is understood that the CITY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its

associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction at no cost to the DEPARTMENT.

Upon the completion of the sidewalk and shared use path constructed as part of the PART A portion of the PROJECT, the CITY shall accept the facilities constructed as built to specifications within the construction contract documents. It is understood that the CITY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction at no cost to the DEPARTMENT. In addition, the CITY shall mow the greenbelt area along the west side of Highway M-50 (Cooper Street) from Washington Avenue to the CITY owned parking garage.

11. With respect to that portion of the PROJECT under the jurisdiction of the CITY:

A. Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT pursuant to the terms of this contract are done to assist the CITY. Such approvals, reviews, inspections and recommendations by the DEPARTMENT shall not relieve the CITY of its ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability control or jurisdiction.

B. When providing approvals, reviews and recommendations under this contract, the DEPARTMENT is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

12. The CITY, in conformance with Federal Aid Policy Guide (FAPG) Chapter I, Subchapter G, Part 630, Subpart C: Project Agreements, stipulates the following with respect to its specific jurisdiction of the PROJECT:

A. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Action, as amended.

B. That it agrees to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.

C. That as a condition of Federal aid pursuant to this contract the CITY shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under, or to benefit from this contract, is under consideration to be listed on the EPA List of Violating Facilities.

13. Failure of the CITY to fulfill its responsibilities as outlined herein may disqualify the CITY from future Federal-Aid participation in projects on roads or streets for which it has maintenance responsibility. Federal-aid may be withheld until such time as deficiencies in regulations have been corrected and the improvements constructed as the PROJECT are brought to a condition of maintenance satisfactory to the DEPARTMENT and the FHWA.

14. The DEPARTMENT shall secure from the Federal Government approval of plans, specifications, and such cost estimates as may be required for the completion of the PROJECT; and shall take all necessary steps to qualify for Federal Aid such costs of acquisition of rights of way, construction, and reconstruction, including cost of surveys, design, construction engineering, and inspection for the PROJECT as deemed appropriate. The DEPARTMENT may elect not to apply for Federal Aid for portions of the PROJECT COST.

15. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

16. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the CITY and for the DEPARTMENT; upon the adoption of a resolution approving said contract and authorizing the signatures thereto of the respective officials of the CITY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF JACKSON

By_____
Title:

By_____
Title:

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By_____
for Department Director MDOT

REVIEWED
By Larry Doyle at 2:36 pm, 8/15/24

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

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

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.

2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.

3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.

6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.

8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.

9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

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

1. **Compliance with Regulations**: For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.

2. **Nondiscrimination**: The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.

3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment**: All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

4. **Information and Reports**: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.

5. **Sanctions for Noncompliance**: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:

    a. Withholding payments to the contractor until the contractor complies; and/or

    b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions**: The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

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

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

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

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

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Approve Contract Award – North Extension Sewer Make Ready.

Recommendation:

Approve the Contract Award for site access construction and manhole repairs to make ready for the upcoming cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $383,170.39 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

Attached is a report Troy R. White, City Engineer requesting approval of the contract award above for work extending from the Wastewater Treatment Plant to the Myrtle Lift Station.

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: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve the Contract Award for site access construction and manhole repairs to make ready for the upcoming cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $383,170.39 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ISSUE STATEMENT

The 60-inch concrete sanitary sewer, installed in 1936, begins at the Myrtle Lift Station and extends north to the Wastewater Treatment Plant. There are no records to indicate when the sewer was last, if ever, cleaned and televised. Sediment, tree roots and other material entering the pipe can adversely impact conveyance and could potentially result in untreated sewage being discharged into wetland areas and wooded corridors. Untreated sewage discharge would also pose a significant public health and safety concern. Site access construction and manhole repairs must be performed to enable effective sewer cleaning and inspection.

DESCRIBE THE CONSEQUENCES

If site access construction and manhole repairs are not performed, the sewer cannot be cleaned and televised, leaving the risk of catastrophic failure, untreated sewage discharge, and public health and safety concerns unaddressed.

The Engineer's estimate for this project is $488,929.20. One bid was received as follows:

Company	Bid
Taplin Group, LLC, Kalamazoo, MI	$383,170.39

This project will be paid out of Sewer 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
Taplin Group, LLC, Kalamazoo, MI	25	25	25	15	10	100

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure. As such, Engineering has worked cooperatively with Department of Public Works staff to prepare this project to ensure that the sewer that connects the city to the wastewater treatment plan remains functional and reliable.

SOLUTION

To enable effective sewer cleaning and inspection, it is the request of Engineering in concurrence with the Purchasing Agent that this contract be awarded to Taplin Group, LLC.

FACILITATE IMPLEMENTATION

Approve the Contract Award for site access construction and manhole repairs to make ready for the upcoming cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $383,170.39 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ATTACHMENTS

1. ENG 24-13A NORTH INTERCEPTOR SEWER MAKE READY - TAPLIN ENT.

TAPLIN ENTERPRISES

PREPARED BY

Taplin Enterprises
5140 W Michigan Ave
Kalamazoo, MI 49006

QUOTE

PREPARED FOR

City of Jackson

161 W Michigan Ave

Jackson, MI 49201



Quote/Bid ID:

ENG 24-13A

Date:

8/21/24

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 8/15/2024

In compliance with your invitation for bids dated **July 18, 2024** to perform **ENG 24-13A**

NORTH INTERCEPTOR SEWER MAKE READY

in the City of Jackson, the undersigned, a(n)

1. individual, resident of N/A
   doing business as _____
   at _____
2. partnership, consisting of N/A
   and _____
   under the firm name of _____
3. corporation by the name of Taplin Enterprises, LLC
   organized and existing under the laws of the State of Michigan
   with offices at 5140 W Michigan Ave Kalamazoo, MI 49006
   (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# 81-1970260

(Corporate Seal, if applicable)

Name of Bidder: Taplin Enterprises, LLC

Signed By: David M Balogh

Its: Executive Vice President

BID SHEET

DATE:

PROPOSAL FOR: ENG 24-13A NORTH INTERCEPTOR SEWER MAKE READY

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
Communication #1	8/12/2024

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
001	Mobilization, Max $44,500.00	LSUM	1	$ 44,500.00	NA	$ 43,938.99
002	Soil Erosion and Sedimentation Control	LSUM	1	$ 2,500.00	NA	$ 1,851.31
003	Structure Improvements, MH 00-005	LSUM	1	$ 3,000.00	NA	$ 3,120.80

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
004	Structure Improvements, MH 00-007	LSUM	1	$ 5,000.00	NA	$ 5,543.70
005	Structure Improvements, MH 00-008	LSUM	1	$ 5,000.00	NA	$ 5,543.70
006	Structure Improvements, MH 00-010	LSUM	1	$ 10,000.00	NA	$ 8,541.59
007	Clearing and Grubbing	Ft	580	$ 35.00	$ 101.97	$ 59,142.60
008	Aggregate Surface Cse, 12 inch	Syd	760	$ 35.00	$ 39.66	$ 30,141.60
009	Geotextile Fabric	Syd	3200	$ 8.50	$ 7.20	$ 23,040.00
010	Timber Mat	Ft	1695	$ 184.56	$ 104.78	$ 177,602.10
011	Wetland Restoration	Syd	3200	$ 10.00	$ 7.72	$ 24,704.00
				TOTAL	$	383,170.39

TOTAL BID WRITTEN OUT:
Three Hundred Eighty Three Thousand One Hundred Seventy Dollars and Thirty Nine Cents

Submitted Bid:	**$ 383,170.39**
Labor Costs:	**$ 99,908.18**
Materials Costs:	**$ 161,637.72**
Equipment Costs:	**$ 47,556.25**
Possible Change Orders:	

Bidder's Name:	**Taplin Enterprises, LLC**
Address:	**5140 W. Michigan Avenue**
City, State, Zip:	**Kalamazoo, Michigan 49006**
Telephone:	**269-375-9595**
Fax:	**888-919-3627**
Email Address:	**davebalogh@taplinholdings.com**
Federal ID Number:	**81-1970260**
Bid Signed By:	Print or Type **Dave Balogh**
Title:	**Executive Vice President**

1 I am the person described in and who executed the foregoing bid and 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 Executive Vice President

CONTRACT COMPLIANCE

DATE: July 18, 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 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

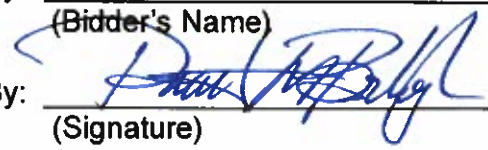
Taplin Enterprises, LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Taplin Enterprises, 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: 8/15/2024

By: David M Balogh
(Bidder's Name)

By: 
(Signature)

By: Executive Vice President
(Title)

5140 W Michigan Ave
Address

Kalamazoo
City

MI 49006
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: Taplin Enterprises, LLC

ADDRESS: 5140 W Michigan Ave

Kalamazoo, MI 49006

SIGNED BY: David M Balogh

TITLE: Executive Vice President

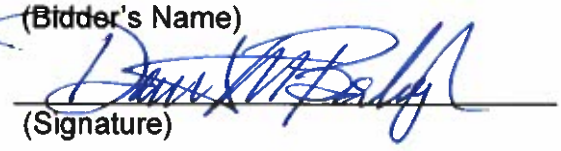
DATE: 8/15/2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and does 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: 8/15/2024

By: David M Balogh
(Bidder's Name)

By: 
(Signature)

By: Executive Vice President
(Title)

5140 W Michigan Ave
Address

Kalamazoo
City

MI 49006
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Kalamazoo)

David M Balogh, being first duly sworn, deposed and says that:

1. He is Executive Vice President of, Taplin Enterprises, 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: 8/15/2024

By: Taplin Enterprises, LLC
(Company)

By: Executive Vice President
(Title)

Subscribed and sworn to before me, a Notary Public, this 15th day of August, 2024.

Alexis Davis

Notary Public, Van Buren County,
My commission expires: 11/04/2029

Alexis Davis
Notary Public State of Michigan
Van Buren County
My Commission Expires 11/4/2029
Acting in the County of Kalamazoo

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.

Integrity Tree Service - 2300 Sanford Ave SW, Grandville, Mi 49418

Clearing and grubbing activities.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, David M Balogh an authorized representative of Taplin Enterprises, 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 workplace, I must have available the MSDS for these chemicals, in a place accessible to all employees in the workplace. 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 8/15/2024



Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
David M Balogh	Taplin Enterprises, LLC
Telephone 269-375-9595	Email Address davebalogh@taplinholdings.com

Contract or matter pending with the City:

N/A

I, David Balogh, 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: 8/15/2024

Signature

Subscribed and sworn to before me, a Notary Public, this 15th day of August, 2024.

Alexis Davis

Notary Public, Van Buren County, Michigan
My commission expires: 11/04/2029

Alexis Davis
Notary Public State of Michigan
Van Buren County
My Commission Expires 11/4/2029
Acting in the County of Kalamazoo

Kalamazoo

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 non-procurement 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.

David M Balogh, Executive Vice President
Name and Title of Authorized Representative

Taplin Enterprises, LLC
Name of Participant Agency or Firm

Signature of Authorized Representative — Date: 8/15/2024

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Taplin Enterprises, LLC
2. Established: Year 2016 Number of Employees 160
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Terra Contracting, LLC 2001-2015

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: TC Energy
Address: 485 Industrial Road, St. Albans, West Virginia, 25177
Phone: 304-550-5540
Contact: Russel Safreed
Type of Work: Right of way clearing
Budget: $2 million

5.2 Company Name: WMSRDC
Address: 316 Morris Ave. Suite 340, Muskegon, Mi 49440
Phone: 616-843-3635
Contact: Brian Majka (GEI) 616-843-3635
Type of Work: Invasive species clearing and habitat/wetland restoration
Budget: $974,000

5.3 Company Name: State of Michigan
Address: 3111 West St. Joeseph Street, Lansing, Mi 48917
Phone: 616-446-6070
Contact: Dave Helmsteader
Type of Work: Dam Spillway Removal
Budget: $2.1 million

I certify that all of the information provided is true and answered to the best of my ability.

Signed [signature] Name David M Balogh
Title Executive Vice President Date 8/15/2024

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:	Taplin Enterprises, LLC
ADDRESS:	5140 W Michigan Ave
CITY, STATE, ZIP:	Kalamazoo, MI 49006
TELEPHONE:	269-375-9595
OFFICERS:	
President:	Email Address: stevebtaplin@taplinholdings.com
Vice President:	Email Address: davebalogh@taplinholdings.com
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:	N/A
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	

CRITERIA 3:

State and local licenses and license numbers held by your organization:
Michigan Hazardous Hauler License: MIK768689127

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.
True

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).

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.

X 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:	Edgar Mendozza
Type of Coverage:	Certificate of Insurance
Telephone:	949-669-1021

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.

__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.

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.
Agree

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Agree

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Taplin performed a site assessment prior to the development of our bid and do not anticipate any change orders.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.
Resumes Attached

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.

Project management will intereact with the City's representatives on a daily basis to ensure the project is completed on time and according to project specifications.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

We have a full time project manager to ensure project site work, costs, and timelines are met.

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

__X__ 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.

__X__ 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 **Not Applicable**

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 evaluating which bids best serve its interests, and the extent to which responsible and qualified bidders are able to achieve this goal.

Taplin will have 0% of the workforce drawn from residents of Jackson.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.**The statement below comes from the Taplin employee handbook, page 4**

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:**

Equal Employment Opportunity and Prohibition of Sexual and Other Unlawful Harassment
Taplin is an Equal Opportunity Employer. The Company supports and conducts all operations in compliance with applicable civil rights laws prohibiting discrimination in employment based on race, color, national origin, religion, age, sex, height, weight, marital status, disability, and any other characteristics protected by law. This is a shared responsibility: all Company personnel are required to conduct themselves at all times in a manner consistent with a commitment to Company policy.

Taplin Enterprises, LLC
Print Firm Name/Principal

David M Balogh, Executive Vice President
Signature/Principal

8/15/2024
Date

BID BOND

KNOW ALL MEN BY THESE PRESENTS. That we, Taplin Enterprises, LLC, as Principal, hereinafter called the Principal, and Fidelity and Deposit Company of Maryland, a corporation duly organized under the laws of the State of Illinois as Surety, hereinafter called the Surety, are held and firmed bound unto City of Jackson Michigan, as Obligee, hereinafter called the Obligee, in the sum of Five Percent of the Total Amount Bid (5% of Bid), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for ENG 23-13A North Interceptor Sewer Make Ready

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

Signed and sealed this 16th day of August, 2024.

(Witness)

Taplin Enterprises, LLC
(Principal) (Seal)

BY: Executive Vice President
(Title)

Fidelity and Deposit Company of Maryland
(Surety) (Seal)

SEE ATTACHED CA NOTARY ACKNOWLEDGMENT

(Witness)

BY: Lisa Betancur, Attorney-in-Fact

Fidelity and Deposit Company of Maryland CORPORATE SEAL

S-2343-1 (07-97)

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Audrey C. SKEEN, Lisa BETANCUR, David W. GARESE, Brooke A. SKEEN, Donna BORJA, Maria RUFINO of Sacramento, California, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 8th day of August, A.D. 2023.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 8th day of August, A.D. 2023, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison

GENEVIEVE M. MAISON
NOTARY PUBLIC
BALTIMORE COUNTY, MD
My Commission Expires JANUARY 27, 2025

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8. Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 16th day of August, 2024.

Colonial American Casualty and Surety Company CORPORATE SEAL

ZURICH AMERICAN INSURANCE COMPANY CORPORATE SEAL 1977 NEW YORK

Fidelity and Deposit Company of Maryland CORPORATE SEAL 1890

Thomas O. McClellan
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sacramento)

On August 16, 2024 before me, Donna Marie Borja, Notary Public
(insert name and title of the officer)

personally appeared Lisa Betancur,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Donna Marie Borja (Seal)

BIP1 DONNA MARIE BORJA COMMISSION #2430459 NOTARY PUBLIC - CALIFORNIA SOLANO COUNTY MY COMMISSION EXPIRES DECEMBER 12, 2026 BIP1

March 20, 2024

Taplin Holdings, LLC
Taplin Group, LLC
Taplin Enterprises, LLC
5140 West Michigan Ave
Kalamazoo, MI 49006

RE: Taplin Enterprises – Experience Modification Rate (EMR) Letter

To Whom It May Concern,

NFP Property & Casualty Services, Inc. is proud to serve as the Broker of Record for Taplin Holdings, LLC et al. As of March 20, 2024; Taplin's Michigan Experience Modification Rate (EMR) for the prior four years and current year is as follows:

Period	MI	NCCI
10/31/2023-10/31/2024	1.21	0.92
10/31/2022-10/31/2023	0.95	Did not qualify
10/31/2021-10/31/2022	0.84	Did not qualify
10/31/2020-10/31/2021	0.64	Did not qualify
10/31/2019-10/31/2020	0.57	Did not qualify

As is standard within the experience rating methodology, the EMR is a rate promulgated based on a 3-year analysis of payroll and losses for entities which share common majority ownership with Taplin Holdings. Therefore, Taplin Holdings as well as its subsidiaries are included in the EMR calculation and consequently impact all subsidiaries equally. However, of the claims reflected in the rating of the 2023 EMR, only 1 is in connection with Taplin Enterprises which took place on 12/11/2019 and has since been closed at an EMR worksheet value of $26,326. The 1.21 EMR is not a reflection of Taplin Enterprises, Inc.'s safety and risk management culture, and is simply a reflection of claims which took place across Taplin and its common majority ownership entities.

It is important to note all claims reflected on Taplin's 2023 EMR have since been closed and Taplin's projected 2024 EMR is estimated to be a 1.00 effective 10/31/2024.

Taplin's Risk Management Team prioritizes safety, as evidenced by the low frequency of claims filed annually and their emphasis on jobsite safety as early as their hiring process. Their safety measures encompass morning and lunch time safety meetings, site safety walks, and monthly trainings, reinforcing the importance of a secure workplace and adherence to Taplin's stringent safety standards.

Should you have any questions regarding this matter, please do not hesitate to contact me.

Thank you,

Lexi Abbate

Lexi Abbate, CRIS
Assistant Vice President, Construction & Infrastructure | Lexi.Abbate@nfp.com

One California Street, Suite 200, San Francisco, CA 94111 / 628.260.0702 / NFP.com

Property and casualty insurance services provided through NFP Property & Casualty Insurance Services, Inc. (NFPPC). Other insurance services provided through NFP Corporate Services (NY), LLC (NFPNY) and BWD Agency, Inc. (BWD). NFPPC, NFPNY and BWD are subsidiaries of NFP Corp. (collectively, NFP). Securities may be offered through Kestra Investment Services, LLC (Kestra IS), member FINRA/SIPC. Investment advisory services may be offered through Kestra Advisory Services, LLC (Kestra AS), an affiliate of Kestra IS. Neither Kestra IS nor Kestra AS are affiliated with NFP.

November 2, 2023

Taplin Group, LLC
5140 W Michigan Ave
Kalamazoo, MI 49006

Re: EMR Explanation Letter 10/31/2023 EMR – 1.21

To Whom it May Concern:

NFP Property & Casualty Services, Inc. is honored to serve as the Broker of Record for Taplin Holdings, Inc.

As of November 2, 2023, Taplin's Experience Modification Rate (EMR) for the previous three years, and upcoming year is outlined below:

Policy Term	MI	NCCI
10/31/2023-10/31/2024	1.21	0.92
10/31/2022-10/31/2023	0.95	Did not Qualify
10/31/2021-10/31/2022	0.84	Did not Qualify
10/31/2020-10/31/2021	0.64	Did not Qualify

Please be aware that the increase in Taplin's Experience Modification Rate (EMR) from 2022 to 2023 should not be misconstrued as a reflection of inadequacies within Taplin's Safety and Risk Management program. Instead, it is attributed to two losses that occurred during their 2020-2021 and 2021-2022 policy periods. Notably, Taplin has an otherwise exemplary risk management program that focuses on maintaining a safe working environment.

The first loss occurred on March 25, 2021, involving an aggravation of bilateral shoulder injuries due to the use of a water blaster. Taplin immediately flagged this claim as questionable/fraudulent. The carrier formally denied the claim following an investigation, and the claimant commenced litigation. The Michigan Magistrate strongly recommended a compromise settlement, which included the claimant's resignation and acknowledged the questionable nature of the matter. Notably, there were no voluntary indemnity or medical payments made, as the settlement was Court-Ordered. This claim was closed on September 30, 2022.

The second loss transpired on November 1, 2021, when an employee fell and sustained a right knee injury, which required surgery. Currently, the employee is on light duty and continues to attend physical therapy.

As Taplin's policies typically see few Workers' Compensation claims, these two incidents have significantly impacted Taplin's experience, leading to the 2023 EMR increase. Notably, Taplin's Risk Management Team prioritizes safety, as evidenced by the low frequency of claims filed annually. In fact, its safety measures encompass weekly safety meetings, site safety walks, and monthly trainings, reinforcing the importance of a secure workplace and adherence to Taplin's stringent safety standards.

Dedicated to delivering safe, professional services throughout the Midwest, Taplin recognizes the vital roles of safety and training in evaluating their success. Two of their six core principles emphasize these aspects. NFP applauds Taplin's ever-increasing emphasis and focus on workplace safety, and Taplin's ongoing efforts designed to reduce workplace injuries year after year.

Should you have any questions, please let us know.

Thank you,

Lexi Abbate

Lexi Abbate

Lexi.Abbate@nfp.com

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Bloomingdale, MI	Abatement, Demolition and Contaminated Soil					Remediation / Abatement	Excavation, Contaminated Soil, Brownfield, asbestos, demolition			Complete
St. Vincent, MN	AGES/TC Energy PCB Soil Removal					Energy / Remediation	PCB, Excavation, Tank, Underground, Dig	PCB Soil		Complete
Sardis, MS	GEOSYNTEC PCB Impacted Pond Closure					Energy / Remediation	PCB, Excavation, Tank, Underground, Dig, Pond Closure, Backfill	PCB Soil		Complete
Northern, MI	TC Energy 8320 ROW Clearing					Engery	ROW Clearing, Vegetation, Property	NA		Complete
Kalamazoo, MI	Alcott St Dam Removal		August 2018	State of Michigan/MEcX	Doug Carvel MEcX 713-585-7000	Remediation	Excavation, Portage Creek, Recontouring, Restoration	NA	$5.5M	Complete
Flint, MI	Coldwater RACER Storm Water Management	2020	2021	RACER Trust	David Favero 313-486-2809 DFavero@RacerTrust.org	Remediation	Storm Water, Hazardous Waste, Landfill, Erosion Control, Coffer Dams	NA	$691,000	Complete
Michigan	Consumers Sewer Locate/Cross Bore Prevention	2013	Ongoing	Consumers Energy	Grant Rivard 810-965-8443 Grant.Rivard@CMSEnergy.com	Underground Infrastructure	CCTV, Piping, Sewer, Camera,	NA	$22M	Active
Detroit, MI	Gordie Howe Pre-Construction Cleanup		2018	Mannik Smith Group	Walter Bolt 734-397-3100	Remediation / Abatement	Demolition, Universal Waste, Contamination	Asbestos, Arsenic, Lead, PCB	$5.7M	Complete
Muskegon, MI	Muskegon Lake Nature Preserve Habitat Restoration	2019	2021	WMSRDC/GEI	Erin Kuhn 231-722-7878 or Brian Majka 616 843 3635	Remediation	Invasive species, Habitat Restoration, Excavation, Foundry Sand, Wetlands		$900,000	Complete
Warren, MI	Essex Brass Corp.		2018	SME/State of Michigan	Jeffrey Lanier 586-731-3100 Jeff.Lanier@sme-usa.com	Remediation	Demolition, Hazardous Materials, Excavation, Foundation, Groundwater Management		$587,520	Complete
Sturgis, MI	Sturgis Municipal Well Field Superfund Site					Remediation	Excavation, Contaminated Soil,	TCE, PCE		Complete
Huntington, WV	Main Interceptor Cleaning					Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA		Complete
San Antonio, TX	Leon Creek SAWS San Antonio					Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA		Complete
SE Michigan	Western Townships Utilities Authority			WTUA	Aaron Sprague O: 734-397-9280 aaron@wtua.org	Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA	$95,000 (2024)	Active
Albion, MI	Andersons Albion					Industrial Services	Vactor, Cleaning, industrial			Complete
Flint, MI	RACER Coldwater					Remediation	Excatation, storm water, ground water management, contamined soil, erosion control, coffer dams			Complete
Warren, MI	Essex Brass Corp.					Remediation	Demolition, Hazardous Materials, Excavation, Foundation, Groundwater Management			Complete

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Muskegon, MI	Muskegon Lake Nature Preserve Habitat Restoration	2021	2022	WMSRDC	Brian Majka (GEI) 616-843-3635	Remediation	dredging, excatation, habitat restoration, wetlands, foundry sand removal, invasive species			Complete
Paw Paw, MI	Refresco					Industrial Services	Industrial Cleaning, manufacturing, vactor,			Complete
Eaton County, MI	Sebewa Eaton County					Remediation	Excatation, storm water, ground water management, wetlands			Complete
Cedar, MI	Sugar Loaf					Remediation	Demolition, Abatement, Foundation, universal waste			Complete
South Haven, MI	WR Grace					Industrial Services	Industrial cleaning, manufacturing, vactor			Complete
Ann Arbor, MI/Muskegon, MI	Sub-Slab Mitigation/L3 Piping					Remediation				Complete
Sturgis, MI	Sturgis Municipal Well Field Superfund Site					Remediation	Contaminated soil excavation, TCE, PCE, SVE Wells			Complete
Bentley Twp, MI	School Rd Contaminated Soil Removal					Remediation	Contaminated soil excavation, groundwater, oil wells			Complete
Kalamazoo, MI	Allied	2021	2026	International Paper	Brian Harris, Geosyntec 757-846-4423 Brian.Harris@Geosyntec.com	Remediation	Landfill, contaminated soil excavation, paper residuals, water	Paper Residuals, PCB's	$18,808,375.42 (through 2024)	Active
Mt. Pleasant, MI	TC Energy ROW Clearing					Energy	ROW Clearing, Vegetation, Property, FECON			Complete
Pontiac, MI	ERM Pontiac Contaminated Soil Removal					Remediation	Contaminated soil excavation, site clearing, hazardous			Complete
Charlotte, MI	City of Charlotte		May 2023	City of Charlotte	Deann Falkowski, PE (Fishbeck) M: 517-285-2835 defalkowski@fishbeck.com	Underground Infrastructure	Water Service Verification		$270,000	Complete
Hillsdale, MI	City of Hillsdale		May 2020	City of Hillsdale	Kristen Bauer, PE O: 517-437-6479	Underground Infrastructure			$400,000	Complete
Ann Arbor, MI	City of Ann Arbor (2023/2024)		June 2025	City of Ann Arbor	Paul Matthews O: 734-794-6350 pmatthews@a2gov.org	Underground Infrastructure	Sewer Inspection		$1,200,000	Active
Detroit, MI	Shoemaker Site Readiness	2024	July 2024	City of Detroit	Tim Miles 313-920-5336	Remediation	Contaminated soil, excavation		$2,137,926.63	Active
Plainwell, MI	Plainwell Spillway Removal and Channel Restoration	2023	September 2024	State of Michigan	Dave Helmstetter (AECOM) 616-446-6070	Remediation	Contaminated soil excavation, site remediation, shoreline restoration		$6,011,332.43	Active
Muskegon, MI	Boys & Girls Club Shoreline Restoration	June 2024		WMSRDC	Brian Majka (GEI) 616-843-3635 bmajka@geiconsultants.com	Remediation	Shoreline restoration		$184,453.32	Active
Parchment, MI	Parchment		June 2024	Georgia Pacific	Scott Keesling 404-536-7447	Remediation			$466,013.92	Complete

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Wyoming, MI	Spartan Chemical Remediation Excavation		November 2023	State of Michigan	Michael McGowan 248-877-3852	Remediation	Contaminated soil excavation		$3,800,000	Complete
Ann Arbor, MI	Armen Cleaners Remedial Action		April 2024	State of Michigan	Michael McGowan 248-877-3852	Remediation	Contaminated soil excavation, soil mixing, ALLU		$2,017,734	Complete
Detroit, MI	Ferry Park	August 2024	2025	State of Michigan		Remediation	Demolition, soil excavation	Demo & remedial excavation	$469,420.74	Active
Grand Blanc, MI	Grand Blanc Water Verification		August 2024	City of Grand Blanc	Allen Cooley 810-242-2706 Allen.Cooley@twp.grand-blanc.mi.us	Underground Infrastructure	Water Service Verification		$192,000	Active
Portage, MI	City of Portage Water Verification		August 2024	City of Portage	Jamie Harmon 269-329-4428 harmonj@portagemi.gov	Underground Infrastructure	Water Service Verification		$145,155	Active
Ann Arbor, MI	City of Ann Arbor (2021/2022)		December 2022	City of Ann Arbor	Paul Matthews 734-794-6350	Underground Infrastructure	Sewer Inspection		$2,400,000	Complete
Royal Oak, MI	City of Royal Oak		October 2024	City of Royal Oak	Merleo Seneres, P.E. 248-228-6128	Underground Infrastructure	Sewer Televising and Root Treatment		$331,301.82	Active
Winston-Salem, NC	Winston-Salem		June 20, 2024	HDR	Kelly Alexander 336-406-3117	Underground Infrastructure	Year 8 SSES		$500,874.00	Complete
Milwaukee, WI	MMSD Basin H			MMSD	Keith Kalinger, PM 414-225-2064	Underground Infrastructure			$10,500,000.00	Complete
										Active
										Active
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										Active
										Active
										Active
										Active

Michigan Department of Environment, Great Lakes, and Energy

Uniform Program for Liquid Industrial Waste Transportation Credentials

KERRY PUZIO
TAPLIN GROUP LLC
5140 W MICHIGAN AVE
KALAMAZOO, MI 49006-

Telephone Number in case of accident or emergency: (269) 375-9595

National Uniform Program Credential Number: UPW02924307MI

Michigan LIW Uniform Program Identification Number: LIW02924307MI

Certified by: **KRISTA HETTICH**

Registration Issued: 1/3/2024 Registration Expiration: 1/3/2025

Issuing Agency: **Department of Environment, Great Lakes, and Energy**

Agency Telephone Number: **(248) 320-1790 or (269) 370-8527**

STATE OF MICHIGAN

EQP 5124 (REV 1/2021)

Alliance for Uniform Hazmat Transportation Procedures
Uniform Program Credentials

ALLIANCE FOR UNIFORM HAZMAT TRANSPORTATION PROCEDURES

KERRY PUZIO
TAPLIN GROUP LLC
5140 W MICHIGAN AVE
KALAMAZOO, MI 49006-

USDOT Census #: 2924307

ICC #:

EPA Transporter ID #: MIK768689127

Intrastate Motor Carrier #:

Telephone number to call in case of accident or emergency: (269) 375-9595

Uniform Program #: UPW02924307MI

Certified by: **KRISTA HETTICH**

Registration Issued: 1/3/2024 Registration Expiration: 1/3/2025

Issuing Agency: Michigan Department of Environment, Great Lakes, and Energy

Agency Telephone Number: (248) 320-1790 or (269) 370-8527

STATE OF MICHIGAN

TAPLIN ENTERPRISES
5140 West Michigan Avenue Kalamazoo, MI 49006

August 20, 2024

Kari Kerstetter
Purchasing Coordinator
City of Jackson
161 W. Michigan Avenue
Jackson, MI 49201

Re: Response to Bid Criteria #12

Dear Ms. Kerstetter,

In response to the Bid Specifications—Criteria #12, Taplin Enterprises and its approved subcontractors do not utilize independent contractors to staff any of our projects.

If further clarification is needed, I can be reached at 313.695.1047.

Sincerely,

David M. Balogh
Executive Vice President

COMPENSATION

Employees are compensated in different ways depending on their role. For most employees compensation will come in the form of an hourly wage or a salary. The compensation program is designed to promote compensation decisions that are administered in a fair and equitable manner. Several factors may influence pay rates including, but not limited to, the nature and scope of the employee's job or skills, experience, internal equity, and individual and Company performance.

For the purpose of computing pay, the work week begins on Monday at 12:01 a.m. and ends at midnight on Sunday. Employee paychecks for the preceding weekly pay period for employees are distributed on the following Friday. Paychecks will be mailed to your home or may be directly deposited to your checking or savings account. You are responsible for your paychecks after they have been issued. You must report checks that are lost or stolen immediately to payroll, so a stop payment order can be placed. Employees covered by a Collective Bargaining Agreement will be paid following their contract. Hourly field staff receive overtime after 8 hours in a day, overtime on Saturdays and double time on Sundays. All other hourly employees will be paid time and one half for all hours worked over 40 in a single work week. Paid time off and paid holidays are not applicable to this overtime rate.

Overnight out-of-town travel: Out-of-town travel is identified as travel exceeding a 50-mile radius of the Taplin office you report to: Kalamazoo: 5140 West Michigan Ave. Kalamazoo, MI 49006; Romulus: 6470 Beverly Plaza. Romulus, MI 48174; Kalkaska: 1587 Enterprise Drive Kalkaska, MI 49646. Employees living within this 50-mile radius will use the office they report to as the point of origin. Employees living outside the 50-mile radius will use their home address as the point of origin. Hourly employees driving or riding to and from a project site from their point of origin are paid their standard hourly rate. Mileage and estimated travel times will be confirmed using the MapQuest website. A travel log worksheet will be provided for each out-of-town project.

Same day out-of-town travel: Employees driving or riding are paid their standard hourly rate for travel. In the event that you are assigned to a prevailing wage project, you will not be compensated for time while riding in a Company vehicle. Salaried personnel without Company vehicles or vehicle allowance will be reimbursed the IRS mileage rate. Mileage will be confirmed using the MapQuest website.

PER DIEM

On occasion, you will be assigned to a project requiring overnight stay. Based on the demands of the project and at Company discretion employees will be given a $100 per diem to cover food and lodging for each day. In an instance where the company would pay for approved lodging there will be a $35 a day per diem for food. Per Diem will be paid upon completion of the appropriate per diem report. The form must be completed by the employee or supervisor weekly and be turned in on Monday by 10:00 a.m. with approval. The payment will be distributed Wednesday via direct deposit or a paper check mailed to your home for the current week. This rate may be adjusted in accordance with food or lodging costs associated with the geographic area where the work is conducted. Per Diem does not apply to prevailing wage projects, or for union projects where employees are not paid the shop rate. If you are paid per diem and your work schedule changes, your next per diem payment will be adjusted accordingly. In the event you leave your employment, any per diem owed back to the company taken out of your final paycheck.

ZURICH

Zurich North America Surety
525 Market Street, Suite 2900
San Francisco, Ca. 94105
Phone. (415)538-7100
Fax: (415)538-7366

August 20, 2024

To: City of Jackson Michigan
161 W. Michigan Ave
Jackson, MI 49201

Re: Taplin Enterprises, LLC
5140 West Michigan Ave
Kalamazoo, MI 49006

Project : ENG 23-13A North Interceptor Sewer Make Ready

To Whom it May Concern,

Zurich American Insurance Company and/or its subsidiary, Fidelity and Deposit Company of Maryland (F&D), have provided surety credit to the Taplin Enterprises, LLC since 2022. Taplin Enterprises, LLC has credit for single projects up to $20 million and an aggregate work program of $50 million. Zurich/F&D is rated "A+" (Superior) with a financial size category of XV ($2 billion+) by AM Best and has a US Treasury Limit exceeding $700 million.

If Taplin Enterprises, LLC is awarded a contract and requests that we provide the necessary Performance and/or Payment Bonds, we will be prepared to execute the bonds subject to our acceptable review of the contract terms and conditions, bond forms, appropriate contract funding and any other underwriting considerations at the time of the request.

Our consideration and issuance of bonds is a matter solely between Taplin Enterprises, LLC and ourselves, and we assume no liability to third parties or to you by the issuance of this letter.

We trust that this information meets with your satisfaction. If there are further questions, please feel free to contact us.

Sincerely,

Fidelity and Deposit Company of Maryland CORPORATE SEAL 1890

Ihab Loubieh
Attorney-In-Fact

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray**, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint, **Ihab LOUBIEH, of San Francisco, California,** EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 11th day of October, A.D. 2019.

ATTEST:

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 11th day of October, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney... Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 20th day of August, 2024



Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportstclaims@zurichna.com
800-626-4577

ANDREW BELCHER | SUPERINTENDENT

E: ANDREWBELCHER@TAPLINENTERPRISES.COM | P: 269-375-9595

PROFESSIONAL EXPERIENCE:

Mr. Belcher has an impressive background and track record for delivering exceptional results on any project he is involved in. His outstanding ability to manage, delegate, and motivate a crew while expertly running large-scale projects is a tremendous attribute. He has demonstrated necessary skills to effectively prioritize and manage a wide range of responsibilities to achieve project goals. His ability to thrive under pressure with outstanding technical, analytical and mechanical aptitude make him invaluable to a team. He has excellent communication, time management and interpersonal skills.

KEY RESPONSIBILITIES:

- Manage project daily onsite in the field.
- Site safety compliance.
- Daily field paperwork.
- Project schedule coordination.
- Ensure efficiency of field operation.
- Supervise field operations.
- Implement project specifications & procedures.
- Managing project resource needs and availability.
- Training of new employees.
- Oversees field staff to ensure that safety requirements, client's needs, and Taplin's needs are met.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- **Topcon & Trimble GNSS training**
- **OSHA 40-HR HAZWOPER**
- **OSHA 8-HR refresher**
- **OSHA 30-HR supervisors training**
- **OSHA 10-HR**
- **MDEQ Storm Water Management**
- **CSX Roadway Work Protection**
- **HDPE Fusion Welding**
- **Adult CPR Certified/First Aid**

PAST WORK EXPERIENCE:

Managed numerous environmental projects:
- Contaminated Soil Removal & Creek Restoration
- Hazardous Waste Handling
- Landfill Leachate & Methane Collection System Installation and Modification
- Landfill New Cell Construction
- Landfill Cap Construction
- Landfill Over Liner Construction
- Mass Excavations
- Storm Water Drainage Improvements
- Wetland Construction
- Groundwater Remediation Systems Installation
- Expert GPS Equipment Setup and Operation

Catskill Remedial Contracting – Site Superintendent, Heavy Equipment Operator, Laborer

Frederick Construction – Project Estimator

TAPLIN PROJECT EXPERIENCE:

Allied Landfill - Kalamazoo, MI
Daily management of site activities, employees and subcontractors while balancing the needs of multiple tasks to meet project deadlines. Troubleshoot issues that arise to find the best solution. Complete accurate project estimates and ensure project is on mark for technical specifications.

JUSTIN DAVIDSON | PROJECT MANAGER

E: JUSTINDAVIDSON@TAPLINENTERPRISES.COM | P: 269-375-9595

PROFESSIONAL EXPERIENCE:

Mr. Davidson is a highly skilled and experienced heavy equipment operator with more than 17 years of experience. He has a track record of reliability, safety, and leadership. He is skilled at heavy equipment finish work as well as being bilingual. In his time with Taplin, he has served in integral leadership roles for several major projects across different Taplin divisions.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- 40 Hour OSHA HAZWOPER
- OSHA 10 Hour Construction
- First Aid/CPR
- ELKS Training
- Crystalline Silica Training
- Trench Excavation Safety
- Cat Level 2 Certificate Excavator and Dozer

PAST EXPERIENCE:

Eutaw Construction Company (Huntsville, AL)
- Finish dozer and excavator operator

Fagen Inc. (San Angelo, TX)
- Heavy Equipment Operator

Wood Group Construction (Erie, PA)
- Excavator Operator

Troy Contruction (North Carolina)
- Foreman

Iluka Resources (Stony Creek, VA)
- Reclamation Superintendent

Fielder's Choice (Charlottesville, VA)
- Superintendent

Texas Tuff Fence Co. (Tuscumbia, AL)
- Owner/Operator

PAST PROJECT EXPERIENCE:

Coldwater Racer Project, Flint, MI

Storm water management improvement plan and contaminated soil erosion control. This project consisted of approximately 117 acres, including a closed former hazardous waste landfill.

Taplin implemented soil erosion controls to prevent the migration of sediment and contaminants from the areas throughout the project. Water was diverted as needed and permanent control measures were implemented for long-term stabilization and containment.

KEY RESPONSIBILITIES:

- Oversee and manage crews on site
- Ensure job quality and safety
- Complete required project documentation
- Ensure operational readiness of crew and equipment
- Ensure and enforce all applicable safety policies and requirements
- Inspect work in progress and as completed to ensure quality standards and customer expectations are met
- Coordinate equipment needs and issues with operations

Muskegon Nature Preserve, Muskegon, MI

This project involved the restoration of a natural public area. The nature preserve was polluted from foundry sands and metal contamination, in addition to being heavily overgrown with invasive species.

The area had been filled in the past with foundry sands showing elevated levels of various metals. Miscellaneous concrete debris was present, detracting from the aesthetics of the preserve. In addition, invasive species had infiltrated the area and have dominated natural species. The desired goals of this project were to improve the general habitat of this nature preserve, increase biological diversity and vitality in the area and improve the overall beauty and appeal of the preserve.

To accomplish this, several activities were completed. Wetland areas were enhanced by removing soil and lowering the elevation of targeted areas. New disconnected wetlands were generated where amphibious species can flourish without predation by fish. In other areas, hydraulic connections were created to restore natural water migration within the pre-serve. Intense invasive species control was implemented in an attempt to restore native species and natural diversity.

Navy Base
MECx Project, North Chicago, IL

The project consisted of removal and disposal of a former landfill/dump used by the navy during past operations. Taplin was contracted to remove approximately 13,000 cubic yards of soil, trash and other miscellaneous materials encountered in the former landfill/dump. During the excavation activities it was discovered that the volume of trash present in the area far exceeded the initial estimate. Taplin conducted multiple test pits to further

define the limits of the former landfill/dump. The project has advanced in stages over the past two years and is anticipated to continue in additional mobilizations into the foreseeable future.

During the excavation, multiple unanticipated conditions were identified and dealt with including the discovery of various previously unknown contaminants including PFAS constituents, Polychlorinated biphenyls (PCBs), and chlorinated volatile organic compounds. Also discovered were large concrete and metal debris which required special handling, and impacted groundwater that required removal, storage, testing, and transport for disposal. The crew worked closely with Navy personnel in identifying and evaluating constantly changing conditions. Justin was complemented by the Navy for his ability to quickly evaluate new conditions and provide effective solutions while continuing to keep the project moving forward.

Completing the work on a secure military base introduced additional challenges for the crew with all onsite personnel requiring security clearance and coordinating equipment and personnel passing through security checkpoints multiple times each day. To date, the total contract has exceeded $1.3 million with the total anticipated, by the Navy, to double or triple before the project is completed.

Milwaukee Metropolitan Sewerage District (MMSD)
Basin H Interceptor Project, Milwaukee, WI
The primary objective of this endeavor was to eliminate the lingering environmental risks posed by the presence of polychlorinated biphenyls (PCBs) in the interceptor sewer.

A crucial initial component of the project involved the development of an area identified as NS3, which served as the location for a 100,000-gallon-per-day treatment facility. Within this facility, all wash water resulting from the cleaning operations, as well as the solidification process of the impacted sediment, was meticulously treated before reintroduction into the interceptor system. This comprehensive solidification and treatment system was housed within a 125-foot-long by 75-foot-wide sprung structure, ensuring efficient containment and protection throughout the remediation process. With the establishment of the treatment system, the cleaning operations commenced in fall of 2022 under the guidance of a specialized Large Diameter Sewer Cleaning team from Taplin. The crew employed a high-flow system capable of delivering up to 250 gallons per minute (GPM). The powerful equipment enabled effective and thorough cleaning of the sewer system, ensuring the removal of the PCB-impacted sediment.

Milwaukee Metropolitan Sewerage District (MMSD)
Lincoln Avenue Sewer Project, Milwaukee, WI
The MMSD discovered sewer sediment that was heavily impacted by PCB's during their routine O&M program. Due to the hazardous aspects of the material, the MMSD elected to subcontract with the Taplin Companies to perform similar services to their Basin H Interceptor Contract. Once under contract, the Taplin Group mobilized a Large Diameter Cleaning Crew to clean the 465' of 36" diameter sewer. Based on initial inspection reports, there was an estimated (16) Tons impacted sediment in the 465' of sewer. In addition to the cleaning and extraction of the PCB impacted sediment, Taplin Group was responsible for the offsite disposal of equipment and other waste that became contaminated during MMSD's initial cleaning efforts.

Following the cleaning operations, Taplin Group performed a post-cleaning inspection of the sewer and a single service lateral that tied into the sewer. All inspections were completed under NASSCO PACP and LACP guidelines.

Milwaukee Metropolitan Sewerage District (MMSD)
MIS/NSC Sewer Project, Milwaukee, WI
The Taplin Group was contracted by the MMSD to clean and post-cleaning inspect 2,871 linear feet of large diameter sewer ranging in size from 60" to 78" diameter. The MMSD first attempted to cleaning the sewers, but discovered the debris deposition in the sewer was in excess of 20 percent.

Taplin mobilized one of their experienced Large Diameter Sewer Cleaning crews to complete the work over a 2-week timeframe. Once complete, the Taplin Crew extracted over 38 tons of sediment in the 2,800 linear feet of sewer. Once the cleaning Operations were complete, the sewer was inspected using combination CCTV/Sonar Inspection.

KRISTOPHER HECKMAN | VP OF REMEDIATION SERVICES

E: KRISTOPHERHECKMAN@TAPLINENTERPRISES.COM | **P:** 269-375-9595

TAPLIN ENTERPRISES

PROFESSIONAL EXPERIENCE:

Mr. Heckman has over 25 years of experience in the piling and heavy foundation industries, with over 15 years experience working on pipe installations with 24" to 48" concrete reinforced pipe. His experience includes working in pharmaceutical plants in both operational and management capacities and his background also includes the demolition of bridges and building foundations, ranging from wrecking balls to the use of hydraulic splitters for controlled demolition requiring minimal vibration. He has also served as Plant Superintendent for a Wastewater Treatment Plant responsible for overseeing daily operations, water sampling, proper equipment selection and discharge permitting.

Mr. Heckman has extensive experience installing sheet piling ranging from lightweight to heavy PZ sheeting and overseeing the design of shoring systems and cofferdams. He has installed coffer dams for sewage life stations and bridge foundations and soil remediation projects. And he has completed underground utility installations including repairs or complete restorations for numerous cities.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- CDL Type A License
- First Aid CPR Certified
- Hazwoper Certified
- Fall Protection Training
- Confined Space Certified
- OSHA 10-Hour Safety
- OSHA 30 Hour

PAST EXPERIENCE:

Superintendent - Terrasan Environmental Solutions, Parlin, NJ

- Project Manager on the United Nations Secretariat CMP, New York
- Philadelphia Port Authority Project Pier 122/124 Ore Offloading Crane Demolition

Superintendent - Kiewit Constructors, Woodcliff Lake, NJ

- Drilled Shafts – Waste Water Treatment Plant Supervisor
- Bridge and Foundation Demolition, Barge Off Loading, River Excavation Willis Ave. Bridge, New York

Project Manager – Grand River Construction Co., Hudsonville, MI

- MDOT Bridges
- Geotechnical Specialist – Piling, Earth Retension & Installation

Operations Manager – H&K Construction Co., Allegan, MI

- City of Allegan Pump Station Improvements
- Site Remediation – Whitehall, MI

KEY RESPONSIBILITIES:

- Assist with estimating job costs, job approach and process.
- Conduct Job Safety Analysis.
- Constructing and ordering specific equipment & materials needed for job startup.
- Maintain job specific documentation including work logs and time records.
- Review daily project reports.
- Oversee and manage crew.

PAST PROJECT EXPERIENCE:

Warner Lambert Pharmaceutical / Pfizer - $T&M project

- 40-HR hazwoper required
- Various upgrades and repairs to Plant utilities
- Plant designated 40 HR, Fire, Water, Sewer repair contractor
- Well point system, Level A,B,C,D PPE required

Pfizer Stormwater Relocation and Isolation - $400,000

- 40-HR hazwoper required
- Approximately 1600 LF of 24" Reinforced concrete pipe and 24" HDPE pipe
- 3-6' diameter manholes
- Sheet pile wall penetration and bulkhead

Willis Ave. Bridge Replacement – NYCDOT - $1.2 million

- 200 LF 10" Force main relocation – soldier pile lagging required
- Bronx off-ramp sanitary sewer install
- 350 LF 24'-36" Reinforced concrete pipe
- Manhole penetrations
- Approximately 85 LF of rock excavation 8' thick required for pipe installation

Pfizer Plant Decommissioning and Utility Relocation - $300,000

- 40-HR hazwoper required
- Install new water, sewer and electric services for R&D building for Michigan State University
- Terminate and bulkhead sewer lines, cut cap existing watermain, terminate electric line
- Install via directional drill 750 LF of electric service line

City of Allegan, MI Force Main Upgrade - $150,000

- Install 1500 LF of 10" C900 Watermain pipe
- Metering valve manhole and flow meter upgrade
- 2 bore and jacks required

City of Allegan, MI Tri-plex Pump Station - $785,000

- Installation of 30' deep pre-cast wet well structure
- Pump installation, deep sewer cross connector 27' cut
- 16" epoxy lined ductile pipe with polyethylene wrap
- Bypass pumping required, sheet pile cofferdam
- Press seal corp EZ Wrap Pro Stick

Kilgore Road Bridge Replacement – City of Portage / MDOT – value $75,000

- Bridge replacement required removal of 350 LF of 36" ball and socket river crossing pipe
- Manhole termination and bulkheading, flow fill of remaining pipe left in place
- Con span precast arch structure utilizing EZ Wrap joint sealer

Nature Preserve Habitat Restoration - Muskegon Lake, Michigan - WMSRDC - $899,900

- Established habitat structures and implement invasive species controls
- Soil removal and elevation lowering in wetland areas
- Installation of hydraulic connections to restore natural water migration

Gordie Howe International Bridge Project - Pre-construction Environmental Cleanup - Detroit -

- Removal of Universal Waste and contaminated soils at various locations within construction zone
- Zero OSHA infractions and on-time project completion
- Excavation and removal of contaminated soils along Detroit River
- Exposure of existing sea wall tie-backs

Alcott Street Dam Removal and Portage Creek Restoration - $5.5 Million

- Removal of dam and associated debris
- Restoration of 2,900 feet reach upstream in Portage Creek
- Excavation of PCB-contaminated soils and wing wall demolition
- Sheet piling and stabilzation for new wing wall construction

Sturgis Well Field Abandonment and Soil Remediation - $1,994,206
Taplin was contracted to conduct removal activities for impacted materials located within the 5 feet of the ground surface to eliminate direct contact exposure to contaminated soils. During late 2017 and early 2018, Taplin removed 6,400 tons of impacted soil from the West Parcel and 1,400 tons from the IPM Parking lot. Following removal actions, Taplin was con-tracted to install a complex remediation system onto the West Parcel. This system consisted of installing piping to 24 Soil Vapor Extraction (SVE) wells, 6 Air Injection (AI) wells and 37 Air Sparge Wells. In total, over 5,000 linear feet of piping was installed and connected to a prefabricated treatment system placed by Taplin.

Essex Brass Corp Isolated Building Demo and Remediation- $587,520
Taplin Enterprises were contracted to perform selective demolition of the 37,000 sq ft facility to remove the Hazardous impacted soils under the building interior floors and foundations. Helical piers were installed to support the buildings foundation while the Haz listed impacted soil was removed from inside the building's interior and excavations backfilled. Interior work was further complicated due to contamination being deeper than anticipated and impeding groundwater during excavation.

Plainwell Dam Spillway Removal and Channel Restoration - $6,011,332.32
Taplin was contracted to perform the removal of a former hydroelectric dam spillway and remediation of PCB contaminated sediment with shoreline restoration along the Kalamazoo River. The site previously housed a 1903 hydroelectric dam and had been declared part of the Kalamazoo River superfund site as a result of legacy contaminents from area papermills and turn-of-the-century manufacturing.

Taplin removed the remaining concrete spillway, excavated sediment down to target elevations and transported/disposed of contaminents while widening the river and reestablishing floodplain benches, constructed wood habitat structures and channel bar features and will restore the shoreline area with seeding and plants. The area spans nearly 7 acres of wetlands and the project is expected to be completed in early 2024.

Spartan Chemical - $3,855,672.24
The 5-acre site was a bulk chemical transfer and repackaging plant from 1952 to 1991. Prior to 1963, the company discharged its wastewater into the ground. Chemical spillage and leaks from underground storage tanks also contributed to soil and groundwater contamination.

The soil and groundwater are contaminated with metals and several organic compounds including polycyclic aromatic hydrocarbons (PAH), ethylbenzene, toluene, benzene, and xylene. In 1981, residential wells near the site were found to be contaminated with volatile organic compounds (VOCs). In 1983, the site was declared a superfund.

• Demolishing abandoned buildings and sheds on the project site.
• Excavation, transportation and disposal of nearly 69,000 tons of impacted soil.
• Conducted regular odor (VOC) control measures to prevent fugitive odors on adjacent residential properties.
• Provided temporary excavation support around the perimeter allowing vertical excavation walls to a depth up to 20 feet below ground level.
• Backfilled excavation with approximately 52,000 cubic yards of clean sand backfill.
• Placed and mixed 750 tons of Bio-Absorbent Media (BAM) in the bottom two feet of the excavation to absorb and remediate remnant VOC's from the underlying groundwater.
• Removed multiple unanticipated obstructions to work including purge and monitoring wells and abandoned underground storage tanks.
Of particular importance was preventing disruption to the adjacent school and residential properties near the site. Once all excavation was complete and backfilled with sand, a layer of topsoil was placed and graded to provide appropriate coverage for hydroseeding. Despite multiple delays at the beginning of the project while waiting for the local utility disconnects, the project was completed ahead of schedule and under budget.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Approve Contract Award – North Extension Sewer Cleaning and Televising.

Recommendation:

> Approve the Contract Award for the cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $341,617.45 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

Attached is a report Troy R. White, City Engineer requesting approval of the contract award above for work extending from the Wastewater Treatment Plant to the Myrtle Lift Station.

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: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve the Contract Award for the cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $341,617.45 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ISSUE STATEMENT

The 60-inch concrete sanitary sewer, installed in 1936, begins at the Myrtle Lift Station and extends north to the Wastewater Treatment Plant. There are no records to indicate when the sewer was last, if ever, cleaned and televised. Sediment, tree roots and other material entering the pipe can adversely impact conveyance and could potentially result in untreated sewage being discharged into wetland areas and wooded corridors. Untreated sewage discharge would also pose a significant public health and safety concern. Site access construction and manhole repairs must be performed to enable effective sewer cleaning and inspection.

DESCRIBE THE CONSEQUENCES

If the sewer is not cleaned and televised, the risk of catastrophic failure, untreated sewage discharge, and public healthand safety concerns will remain unaddressed.

The Engineer's estimate for this project is $484,315.00. On August 21, 2024, bids were opened in Purchasing and are as follows:

Company	Bid
Taplin Group, LLC, Kalamazoo, MI	$ 341,617.45
National Power Rodding Corp., Chicago, IL	$1,510,350.00

This project will be paid out of Sewer 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
Taplin Group, LLC, Kalamazoo, MI	25	25	25	15	10	100
National Power Rodding Corp., Chicago, IL	10	25	25	15	10	85

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure. As such, Engineering has worked cooperatively with Department of Public Works staff to prepare this project to ensure that the sewer that connects the city to the wastewater treatment plan remains functional and reliable.

SOLUTION

To perform the sewer cleaning and inspection, it is the request of Engineering in concurrence with the Purchasing Agent that this contract be awarded to Taplin Group, LLC.

FACILITATE IMPLEMENTATION

Approve the Contract Award for the cleaning and televising of the North Interceptor Sewer to Taplin Group, LLC of Kalamazoo, Michigan at a cost of $341,617.45 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ATTACHMENTS

1. ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING & TELEVISING - TAPLIN ENT.
2. ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING & TELEVISING - NAT'L POWER RODDING.

TAPLIN
GROUP, LLC
Environmental Services

PREPARED BY

Taplin Group
5140 W Michigan Ave
Kalamazoo, MI 49006

PREPARED FOR

City of Jackson

161 W Michigan Ave

Jackson, MI 49201

QUOTE



Quote/Bid ID:
ENG 24-13B

Date:
8/21/2024

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 16 of 31 and Page P 20 of 31 are notarized.

X SAM.GOV – Contractors must be registered on 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 (UIN):_GCBDZPVX5328_ if you have received it. If you have applied for your UIN and have not received it, please indicate the date of application _____.

PLEASE DO NOT SUBMIT STAPLED BID DOCUMENTS

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 8/15/2024

In compliance with your invitation for bids dated **July 18, 2024** to perform **ENG 24-13B**

NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING

in the City of Jackson, the undersigned, a(n)

1. individual, resident of N/A
   doing business as _____
   at _____
2. partnership, consisting of N/A
   and _____
   under the firm name of _____
3. corporation by the name of Taplin Group, LLC
   organized and existing under the laws of the State of Michigan
   with offices at 5140 W Michigan Ave. Kalamazoo, MI 49006
   (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# 81-3233382

(Corporate Seal, if applicable)

Name of Bidder: Taplin Group, LLC

Signed By: David M Balogh

Its: Executive Vice President

BID SHEET

DATE:

PROPOSAL FOR: ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING

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
001		Mobilization, Max $44,100.00	LSUM	1	$30,687.45	$30,687.45
002		Cleaning	Ft	4250	$64.92	$275,910.00
003		Sewer Televising	Ft	4250	$8.24	$35,020.00

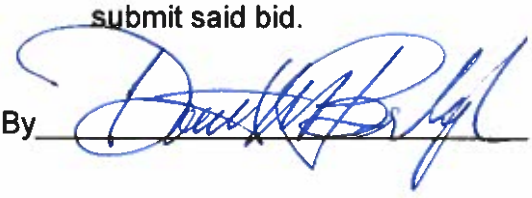
ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
				TOTAL	$341,617.45	
TOTAL BID WRITTEN OUT: Three Hundred Forty One Thousand Six Hundred Seventeen and Forty Five Cents						

Submitted Bid:	$341,617.45
Labor Costs:	$83,990.37
Materials Costs:	$53,936.40
Equipment Costs:	$203,690.68
Possible Change Orders:	

Bidder's Name:	Taplin Group, LLC
Address:	5140 W. Michigan Ave.
City, State, Zip:	Kalamazoo, MI 49006
Telephone:	269-375-9595
Fax:	
Email Address:	davebalogh@taplinholdings.com
Federal ID Number:	81-3233382
Bid Signed By:	David M Balogh Print or Type
Title:	Executive 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  Its Executive Vice President

CONTRACT COMPLIANCE

DATE: July 18, 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 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

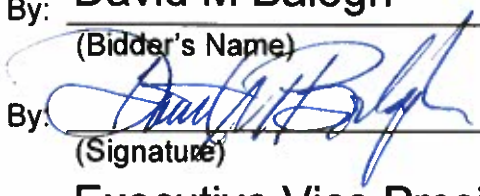
Taplin Group, LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Taplin 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: 8/15/2024

By: David M Balogh
(Bidder's Name)

By: 
(Signature)

By: Executive Vice President
(Title)

5140 W Michigan Ave
Address

Kalamazoo
City

MI 49006
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:	Taplin Group, LLC
ADDRESS:	5140 W Michigan Ave
	Kalamazoo, MI 49006
SIGNED BY:	David M Balogh
TITLE:	Executive Vice President
DATE:	8/15/2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and does 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: 8/15/2024

By: David M Balogh
(Bidder's Name)

By: _____
(Signature)

By: Executive Vice President
(Title)

5140 W Michigan Ave
Address

Kalamazoo
City

MI 49006
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Kalamazoo)

David M Balogh, being first duly sworn, deposed and says that:

1. He is Executive Vice President of, Taplin Group, 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: 8/15/2024

By: Taplin Group, LLC
(Company)

By: Executive VP, Taplin Group, LLC
(Title)

Subscribed and sworn to before me, a Notary Public, this 15th day of August, 2024.

Alexis Davis

Alexis Davis
Notary Public State of Michigan
Van Buren County
My Commission Expires 11/4/2029
Acting in the County of Kalamazoo

Notary Public, Van Buren County,
My commission expires: 11/04/2029

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.

N/A

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, David Balogh an authorized representative of Taplin Group, 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 workplace, I must have available the MSDS for these chemicals, in a place accessible to all employees in the workplace. 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 8/15/2024



Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
David M Balogh	Taplin Group, LLC
Telephone 269-375-9595	Email Address davebalogh@taplinholdings.com

Contract or matter pending with the City:

N/A

I, David Balogh, 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 15th day of August, 2024.

Alexis Davis

Notary Public, Van Buren County,
My commission expires: 11/04/2029

Alexis Davis
Notary Public State of Michigan
Van Buren County
My Commission Expires 11/4/2029
Acting in the County of Kalamazoo

Kalamazoo

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 non-procurement 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.

David M Balogh

Name and Title of Authorized Representative

Taplin Group, LLC

Name of Participant Agency or Firm

Signature of Authorized Representative — Date: 8/15/2024

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Taplin Group, LLC
2. Established: Year 2016 Number of Employees 160
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

Terra Contracting, LLC 2001 - 2015

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: MMSD (Milwaukee Metropolitan Sewerage District)
Address: 260 W. Seeboth Street, Milwaukee, WI 53204
Phone: (414) 225-2064
Contact: Keith Kalinger, P.E., MMSD Senior Project Manager kkalinger@mmsd.com
Type of Work: Basin H Interceptor Project
Budget: $10.5M

5.2 Company Name: Western Township Utilities Authority (WTUA)
Address: SE Michigan
Phone: 734-397-9280
Contact: Aaron Sprague
Type of Work: CCTV, Sewer Inspection
Budget: $95,000

5.3 Company Name: Huntington Sanitary Board
Address: 555 7th Ave, Huntington, West Virginia 25701
Phone: 304-993-7999
Contact: Pat Taylor
Type of Work: Large Diameter Cleaning
Budget: $1.7M

I certify that all of the information provided is true and answered to the best of my ability.

Signed _____ Name David M Balogh
Title Executive Vice President Date 8/15/2024

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:	Taplin Group, LLC
ADDRESS:	5140 W Michigan Ave
CITY, STATE, ZIP:	Kalamazoo, MI 49006
TELEPHONE:	269-375-9595
OFFICERS:	
President:	Email Address: stevebtaplin@taplinholdings.com
Vice President:	Email Address: davebalogh@taplinholdings.com
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:	N/A
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Michigan Hazardous Hauler License: MIK768689127

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.

True

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

See Attached

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:	Edgar Medozza
Type of Coverage:	Certificate of Insurance
Telephone:	949-669-1021

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.

Agree

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

Agree

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Taplin performed a site assessment prior to the development of our bid and do not anticipate any change orders.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

Resumes attached:
Steve A Taplin
James Dixon

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.

Taplin Group performs a quality assurance program on all televising data for sewer televising projects. The quality assurance program consists of creating a task order for each operator and project on a weekly basis. Once the data is received in the office, the QAQC tech will randomly select 10% of the inspections on the task order. Each of the randomly selected inspections will be viewed to make sure that no condition assessment codes were missed or coded incorrectly. If there are no corrections to be made, the data passes and is ready to be combined for submittal. If on the other hand there are corrections needed, including multiple missed observations or multiple miscoded observations, that round of QAQC fails. The tech will make the necessary changes and then select another random 10% selection of the data and the process starts over. If the second round fails, a third round will be performed. If the third round fails, all inspections for that task order will be reviewed and corrected. The QAQC Tech gives all feedback to the operator, project Site Supervisor and Vice President of the underground division. The feedback is used for coaching and professional development of the operator.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

We have a full time project manager to ensure project site work, costs, and timelines are met.

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):

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: N/A

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 evaluating which bids best serve its interests, and the extent to which responsible and qualified bidders are able to achieve this goal.

Taplin will have 0% of the workforce drawn from residents of Jackson.

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:**

Equal Employment Opportunity and Prohibition of Sexual and Other Unlawful Harassment
Taplin is an Equal Opportunity Employer. The Company supports and conducts all operations in compliance with applicable civil rights laws prohibiting discrimination in employment based on race, color, national origin, religion, age, sex, height, weight, marital status, disability, and any other characteristics protected by law. This is a shared responsibility: all Company personnel are required to conduct themselves at all times in a manner consistent with a commitment to Company policy.

Taplin Group, LLC

Print Firm Name/Principal

David M Balogh

Signature/Principal

8/15/2024

Date

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Taplin Group, LLC
5140 West Michigan Avenue,
Kalamazoo, MI 49006

SURETY:
(Name, legal status and principal place of business)
Fidelity and Deposit Company of Maryland
1299 Zurich Way
Schaumburg, IL 60196

OWNER:
(Name, legal status and address)
City of Jackson
161 W Michigan Ave
Jackson, MI 49201

BOND AMOUNT: 5% of Bid Amount

ENG 24-13B Interceptor Sewer Cleaning & Televising, 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.

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

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.

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User Notes:

Signed and sealed this 19th day of August, 2024.

	Taplin Group, LLC
	(Contractor as Principal) *(Seal)*
(Witness)	*(Title)* EXECUTIVE VICE PRESIDENT
	Fidelity and Deposit Company of Maryland
	(Surety) *(Seal)*
See attached CA Notary Acknowledgment	
(Witness)	*(Title)* Ihab Loubieh, Attorney In Fact

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User Notes:

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Francisco)

On August 19 2024 before me, Maria Duran Rufino, Notary Public
(insert name and title of the officer)

personally appeared Ihab Loubieh,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA DURAN RUFINO
Notary Public - California
San Francisco County
Commission # 2482588
My Comm. Expires Mar 19, 2028

Signature mdrufino (Seal)

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray**, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint, **Ihab LOUBIEH, of San Francisco, California,** EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND,** this 11th day of October, A.D. 2019.

ATTEST:

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 11th day of October, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Bloomingdale, MI	Abatement, Demolition and Contaminated Soil					Remediation / Abatement	Excavation, Contaminated Soil, Brownfield, asbestos, demolition			Complete
St. Vincent, MN	AGES/TC Energy PCB Soil Removal					Energy / Remediation	PCB, Excavation, Tank, Underground, Dig	PCB Soil		Complete
Sardis, MS	GEOSYNTEC PCB Impacted Pond Closure					Energy / Remediation	PCB, Excavation, Tank, Underground, Dig, Pond Closure, Backfill	PCB Soil		Complete
Northern, MI	TC Energy 8320 ROW Clearing					Engery	ROW Clearing, Vegetation, Property	NA		Complete
Kalamazoo, MI	Alcott St Dam Removal		August 2018	State of Michigan/MEcX	Doug Carvel MEcX 713-585-7000	Remediation	Excavation, Portage Creek, Recontouring, Restoration	NA	$5.5M	Complete
Flint, MI	Coldwater RACER Storm Water Management	2020	2021	RACER Trust	David Favero 313-486-2809 DFavero@RacerTrust.org	Remediation	Storm Water, Hazardous Waste, Landfill, Erosion Control, Coffer Dams	NA	$691,000	Complete
Michigan	Consumers Sewer Locate/Cross Bore Prevention	2013	Ongoing	Consumers Energy	Grant Rivard 810-965-8443 Grant.Rivard@CMSEnergy.com	Underground Infrastructure	CCTV, Piping, Sewer, Camera,	NA	$22M	Active
Detroit, MI	Gordie Howe Pre-Construction Cleanup		2018	Mannik Smith Group	Walter Bolt 734-397-3100	Remediation / Abatement	Demolition, Universal Waste, Contamination	Asbestos, Arsenic, Lead, PCB	$5.7M	Complete
Muskegon, MI	Muskegon Lake Nature Preserve Habitat Restoration	2019	2021	WMSRDC/GEI	Erin Kuhn 231-722-7878 or Brian Majka 616 843 3635	Remediation	Invasive species, Habitat Restoration, Excavation, Foundry Sand, Wetlands		$900,000	Complete
Warren, MI	Essex Brass Corp.		2018	SME/State of Michigan	Jeffrey Lanier 586-731-3100 Jeff.Lanier@sme-usa.com	Remediation	Demolition, Hazardous Materials, Excavation, Foundation, Groundwater Management		$587,520	Complete
Sturgis, MI	Sturgis Municipal Well Field Superfund Site					Remediation	Excavation, Contaminated Soil,	TCE, PCE		Complete
Huntington, WV	Main Interceptor Cleaning					Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA		Complete
San Antonio, TX	Leon Creek SAWS San Antonio					Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA		Complete
SE Michigan	Western Townships Utilities Authority			WTUA	Aaron Sprague O: 734-397-9280 aaron@wtua.org	Underground Infrastructure	CCTV, Piping, Sewer, Camera	NA	$95,000 (2024)	Active
Albion, MI	Andersons Albion					Industrial Services	Vactor, Cleaning, industrial			Complete
Flint, MI	RACER Coldwater					Remediation	Excatation, storm water, ground water management, contamined soil, erosion control, coffer dams			Complete
Warren, MI	Essex Brass Corp					Remediation	Demolition, Hazardous Materials, Excavation, Foundation, Groundwater Management			Complete

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Muskegon, MI	Muskegon Lake Nature Preserve Habitat Restoration	2021	2022	WMSRDC	Brian Majka (GEI) 616-843-3635	Remediation	dredging, excatation, habitat restoration, wetlands, foundry sand removal, invasive species			Complete
Paw Paw, MI	Refresco					Industrial Services	Industrial Cleaning, manufacturing, vactor,			Complete
Eaton County, MI	Sebewa Eaton County					Remediation	Excatation, storm water, ground water management, wetlands			Complete
Cedar, MI	Sugar Loaf					Remediation	Demolition, Abatement, Foundation, universal waste			Complete
South Haven, MI	WR Grace					Industrial Services	Industrial cleaning, manufacturing, vactor			Complete
Ann Arbor, MI/Muskegon, MI	Sub-Slab Mitigation/L3 Piping					Remediation				Complete
Sturgis, MI	Sturgis Municipal Well Field Superfund Site					Remediation	Contaminated soil excavation, TCE, PCE, SVE Wells			Complete
Bentley Twp, MI	School Rd Contaminated Soil Removal					Remediation	Contaminated soil excavation, groundwater, oil wells			Complete
Kalamazoo, MI	Allied	2021	2026	International Paper	Brian Harris, Geosyntec 757-846-4423 Brian.Harris@Geosyntec.com	Remediation	Landfill, contaminated soil excavation, paper residuals, water	Paper Residuals, PCB's	$18,808,375.42 (through 2024)	Active
Mt. Pleasant, MI	TC Energy ROW Clearing					Energy	ROW Clearing, Vegetation, Property, FECON			Complete
Pontiac, MI	ERM Pontiac Contaminated Soil Removal					Remediation	Contaminated soil excavation, site clearing, hazardous			Complete
Charlotte, MI	City of Charlotte		May 2023	City of Charlotte	Deann Falkowski, PE (Fishbeck) M: 517-285-2835 defalkowski@fishbeck.com	Underground Infrastructure	Water Service Verification		$270,000	Complete
Hillsdale, MI	City of Hillsdale		May 2020	City of Hillsdale	Kristen Bauer, PE O: 517-437-6479	Underground Infrastructure			$400,000	Complete
Ann Arbor, MI	City of Ann Arbor (2023/2024)		June 2025	City of Ann Arbor	Paul Matthews O: 734-794-6350 pmatthews@a2gov.org	Underground Infrastructure	Sewer Inspection		$1,200,000	Active
Detroit, MI	Shoemaker Site Readiness	2024	July 2024	City of Detroit	Tim Miles 313-920-5336	Remediation	Contaminated soil, excavation		$2,137,926.63	Active
Plainwell, MI	Plainwell Spillway Removal and Channel Restoration	2023	September 2024	State of Michigan	Dave Helmstetter (AECOM) 616-446-6070	Remediation	Contaminated soil excavation, site remediation, shoreline restoration		$6,011,332.43	Active
Muskegon, MI	Boys & Girls Club Shoreline Restoration	June 2024		WMSRDC	Brian Majka (GEI) 616-843-3635 bmajka@geiconsultants.com	Remediation	Shoreline restoration		$184,453.32	Active
Parchment, MI	Parchment		June 2024	Georgia Pacific	Scott Keesling 404-536-7447	Remediation			$466,013.92	Complete

TAPLIN Environmental Services

Project Reference Matrix

Location	Project Name	Project Start	Project End	Project Owner	Contact Information (Contact name, phone, & email)	Service Line(s)	Key Words	Contamination	Contract Value	Contract Status (Active or Complete)
Wyoming, MI	Spartan Chemical Remediation Excavation		November 2023	State of Michigan	Michael McGowan 248-877-3852	Remediation	Contaminated soil excavation		$3,800,000	Complete
Ann Arbor, MI	Armen Cleaners Remedial Action		April 2024	State of Michigan	Michael McGowan 248-877-3852	Remediation	Contaminated soil excavation, soil mixing, ALLU		$2,017,734	Complete
Detroit, MI	Ferry Park	August 2024	2025	State of Michigan		Remediation	Demolition, soil excavation	Demo & remedial excavation	$469,420.74	Active
Grand Blanc, MI	Grand Blanc Water Verification		August 2024	City of Grand Blanc	Allen Cooley 810-242-2706 Allen.Cooley@twp.grand-blanc.mi.us	Underground Infrastructure	Water Service Verification		$192,000	Active
Portage, MI	City of Portage Water Verification		August 2024	City of Portage	Jamie Harmon 269-329-4428 harmonj@portagemi.gov	Underground Infrastructure	Water Service Verification		$145,155	Active
Ann Arbor, MI	City of Ann Arbor (2021/2022)		December 2022	City of Ann Arbor	Paul Matthews 734-794-6350	Underground Infrastructure	Sewer Inspection		$2,400,000	Complete
Royal Oak, MI	City of Royal Oak		October 2024	City of Royal Oak	Merleo Seneres, P.E. 248-228-6128	Underground Infrastructure	Sewer Televising and Root Treatment		$331,301.82	Active
Winston-Salem, NC	Winston-Salem		June 20, 2024	HDR	Kelly Alexander 336-406-3117	Underground Infrastructure	Year 8 SSES		$500,874.00	Complete
Milwaukee, WI	MMSD Basin H			MMSD	Keith Kalinger, PM 414-225-2064	Underground Infrastructure			$10,500,000.00	Complete
										Active
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										Active
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										Active

ZURICH

Zurich North America Surety
525 Market Street, Suite 2900
San Francisco, Ca. 94105
Phone: (415)538-7100
Fax: (415)538-7366

August 20, 2024

To: City of Jackson Michigan
161 W. Michigan Ave
Jackson, MI 49201

Re: Taplin Group LLC
5140 West Michigan Ave
Kalamazoo, MI 49006

Project: ENG 24-13 B, Interceptor Sewer Cleaning & Televising

To Whom it May Concern,

Zurich American Insurance Company and/or its subsidiary, Fidelity and Deposit Company of Maryland (F&D), have provided surety credit to the Taplin Group, LLC since 2022. Taplin Group, LLC has credit for single projects up to $20 million and an aggregate work program of $50 million. Zurich/F&D is rated "A+" (Superior) with a financial size category of XV ($2 billion+) by AM Best and has a US Treasury Limit exceeding $700 million.

If Taplin Group, LLC is awarded a contract and requests that we provide the necessary Performance and/or Payment Bonds, we will be prepared to execute the bonds subject to our acceptable review of the contract terms and conditions, bond forms, appropriate contract funding and any other underwriting considerations at the time of the request.

Our consideration and issuance of bonds is a matter solely between Taplin Group, LLC and ourselves, and we assume no liability to third parties or to you by the issuance of this letter.

We trust that this information meets with your satisfaction. If there are further questions, please feel free to contact us.

Sincerely,

Fidelity and Deposit Company of Maryland CORPORATE SEAL 1890

Ihab Loubieh
Attorney-In-Fact

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray**, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint, **Ihab LOUBIEH, of San Francisco, California,** EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 11th day of October, A.D. 2019.

ATTEST:

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 11th day of October, A D 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V. Section 8. Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 20th day of August, 2024

Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

March 20, 2024

Taplin Holdings, LLC
Taplin Group, LLC
Taplin Enterprises, LLC
5140 West Michigan Ave
Kalamazoo, MI 49006

RE: Taplin Enterprises – Experience Modification Rate (EMR) Letter

To Whom It May Concern,

NFP Property & Casualty Services, Inc. is proud to serve as the Broker of Record for Taplin Holdings, LLC et al. As of March 20, 2024; Taplin's Michigan Experience Modification Rate (EMR) for the prior four years and current year is as follows:

Period	MI	NCCI
10/31/2023-10/31/2024	1.21	0.92
10/31/2022-10/31/2023	0.95	Did not qualify
10/31/2021-10/31/2022	0.84	Did not qualify
10/31/2020-10/31/2021	0.64	Did not qualify
10/31/2019-10/31/2020	0.57	Did not qualify

As is standard within the experience rating methodology, the EMR is a rate promulgated based on a 3-year analysis of payroll and losses for entities which share common majority ownership with Taplin Holdings. Therefore, Taplin Holdings as well as its subsidiaries are included in the EMR calculation and consequently impact all subsidiaries equally. However, of the claims reflected in the rating of the 2023 EMR, only 1 is in connection with Taplin Enterprises which took place on 12/11/2019 and has since been closed at an EMR worksheet value of $26,326. The 1.21 EMR is not a reflection of Taplin Enterprises, Inc.'s safety and risk management culture, and is simply a reflection of claims which took place across Taplin and its common majority ownership entities.

It is important to note all claims reflected on Taplin's 2023 EMR have since been closed and Taplin's projected 2024 EMR is estimated to be a 1.00 effective 10/31/2024.

Taplin's Risk Management Team prioritizes safety, as evidenced by the low frequency of claims filed annually and their emphasis on jobsite safety as early as their hiring process. Their safety measures encompass morning and lunch time safety meetings, site safety walks, and monthly trainings, reinforcing the importance of a secure workplace and adherence to Taplin's stringent safety standards.

Should you have any questions regarding this matter, please do not hesitate to contact me.

Thank you,

Lexi Abbate

Lexi Abbate, CRIS
Assistant Vice President, Construction & Infrastructure | Lexi.Abbate@nfp.com
One California Street, Suite 200, San Francisco, CA 94111 / 628.260.0702/ NFP.com

Property and casualty insurance services provided through NFP Property & Casualty Insurance Services, Inc. (NFPPC). Other insurance services provided through NFP Corporate Services (NY), LLC (NFPNY) and BWD Agency, Inc. (BWD). NFPPC, NFPNY and BWD are subsidiaries of NFP Corp. (collectively, NFP). Securities may be offered through Kestra Investment Services, LLC (Kestra IS), member FINRA/SIPC. Investment advisory services may be offered through Kestra Advisory Services, LLC, (Kestra AS), an affiliate of Kestra IS. Neither Kestra IS nor Kestra AS are affiliated with NFP.

November 2, 2023

Taplin Group, LLC
5140 W Michigan Ave
Kalamazoo, MI 49006

Re: EMR Explanation Letter 10/31/2023 EMR – 1.21

To Whom it May Concern:

NFP Property & Casualty Services, Inc. is honored to serve as the Broker of Record for Taplin Holdings, Inc.

As of November 2, 2023, Taplin's Experience Modification Rate (EMR) for the previous three years, and upcoming year is outlined below:

Policy Term	MI	NCCI
10/31/2023-10/31/2024	1.21	0.92
10/31/2022-10/31/2023	0.95	Did not Qualify
10/31/2021-10/31/2022	0.84	Did not Qualify
10/31/2020-10/31/2021	0.64	Did not Qualify

Please be aware that the increase in Taplin's Experience Modification Rate (EMR) from 2022 to 2023 should not be misconstrued as a reflection of inadequacies within Taplin's Safety and Risk Management program. Instead, it is attributed to two losses that occurred during their 2020-2021 and 2021-2022 policy periods. Notably, Taplin has an otherwise exemplary risk management program that focuses on maintaining a safe working environment.

The first loss occurred on March 25, 2021, involving an aggravation of bilateral shoulder injuries due to the use of a water blaster. Taplin immediately flagged this claim as questionable/fraudulent. The carrier formally denied the claim following an investigation, and the claimant commenced litigation. The Michigan Magistrate strongly recommended a compromise settlement, which included the claimant's resignation and acknowledged the questionable nature of the matter. Notably, there were no voluntary indemnity or medical payments made, as the settlement was Court-Ordered. This claim was closed on September 30, 2022.

The second loss transpired on November 1, 2021, when an employee fell and sustained a right knee injury, which required surgery. Currently, the employee is on light duty and continues to attend physical therapy.

As Taplin's policies typically see few Workers' Compensation claims, these two incidents have significantly impacted Taplin's experience, leading to the 2023 EMR increase. Notably, Taplin's Risk Management Team prioritizes safety, as evidenced by the low frequency of claims filed annually. In fact, its safety measures encompass weekly safety meetings, site safety walks, and monthly trainings, reinforcing the importance of a secure workplace and adherence to Taplin's stringent safety standards.

Dedicated to delivering safe, professional services throughout the Midwest, Taplin recognizes the vital roles of safety and training in evaluating their success. Two of their six core principles emphasize these aspects. NFP applauds Taplin's ever-increasing emphasis and focus on workplace safety, and Taplin's ongoing efforts designed to reduce workplace injuries year after year.

Should you have any questions, please let us know.

Thank you,

Lexi Abbate

Lexi Abbate

Lexi.Abbate@nfp.com

TAPLIN
GROUP, LLC
Environmental Services

Date: 2/29/2024

To: Whom it may Concern

Subject: MIOHA settlement and Agreement 2/15/2024.

The citations received were 2 violations for asbestos work being performed at a site. The violations were as follows:

1. Violation for a malfunctioning Manometer to show negative pressure of -0.02 on the area being abated. It was an extremely cold day causing an issue with the meter. The meter had worked previously that day but was not consistent and being warmed up at the time of the inspection. Two additional meters have been purchased since the inspection and Taplin has two meters on site now moving forward. At no time was the health of any employee jeopardized due to having a negative atmosphere in the area being worked in and wearing respirators inside the area. Air samples of the work area provided this information.

2. Violation for chest X-ray results for employees engaged in asbestos work were not in the required format of a classification form according to CDC/NIOSH (m) 2.8 form.

   Taplin disagrees with this violation, due to the health provider for Taplin provides the forms for these tests and at the time of the inspection the facility had a staffing change and did not provide the forms in a timely manner.

   Taplin has met with the Health Care provider and this issue has been corrected by the provider. In addition, no employee will not engage in asbestos work until the forms are in hand by Taplin.

Sincerely:

Keith W. Schillo

Keith W. Schillo
Vice President of Health and Safety

5140 West Michigan Avenue Kalamazoo, MI 49006

TAPLIN
GROUP, LLC
Environmental Services

Date: 9/5/2022

To: Whom It May Concern

The Citation received had multiple employers implicated and was filed and investigated 30 days after the completion of the work.
The employees directly involved in the incident was the client's and not employees of the Taplin Companies. And the complaint filed was done by the client's union president.
The basis of the citation alludes to the lack of safety on the part of the client's employees and not ours, yet places blame with us for not training their employees. Hence our dispute.
We have appealed the citations with MIOSHA, in which they have offered a lesser violation. We have now accepted the offer and the case is closed as of 8.8.2022. We feel very strong that our safety policies in place comply with all safety regulations that we disputed.
As for corrective actions we have made it mandatory that the piping used to convey material will be lifted in place with a crane or permanently attached to the structure prior to our operations. Taplin will also not utilize or allow the client's personnel to assist us for any work.
Further, we have met with our client to review our revised safety protocols for any future work.

Sincerely:

Keith W. Schillo

Keith W. Schillo
Vice President of Health and Safety

5140 West Michigan Avenue Kalamazoo, MI 49006

Michigan Department of Environment, Great Lakes, and Energy

Uniform Program for Liquid Industrial Waste Transportation Credentials

KERRY PUZIO
TAPLIN GROUP LLC
5140 W MICHIGAN AVE
KALAMAZOO, MI 49006-

Telephone Number in case of accident or emergency: (269) 375-9595

National Uniform Program Credential Number: UPW02924307MI

Michigan LIW Uniform Program Identification Number: LIW02924307MI

Certified by: **KRISTA HETTICH**

Registration Issued: 1/3/2024 Registration Expiration: 1/3/2025

Issuing Agency: **Department of Environment, Great Lakes, and Energy**

Agency Telephone Number: **(248) 320-1790 or (269) 370-8527**

STATE OF MICHIGAN

EQP 5124 (REV 1/2021)

Alliance for Uniform Hazmat Transportation Procedures
Uniform Program Credentials

ALLIANCE FOR UNIFORM HAZMAT TRANSPORTATION PROCEDURES

KERRY PUZIO
TAPLIN GROUP LLC
5140 W MICHIGAN AVE
KALAMAZOO, MI 49006-

USDOT Census #: 2924307

ICC #:

EPA Transporter ID #: MIK768689127

Intrastate Motor Carrier #:

Telephone number to call in case of accident or emergency: (269) 375-9595

Uniform Program #: UPW02924307MI

Certified by: **KRISTA HETTICH**

Registration Issued: 1/3/2024 Registration Expiration: 1/3/2025

Issuing Agency: Michigan Department of Environment, Great Lakes, and Energy

Agency Telephone Number: (248) 320-1790 or (269) 370-8527

STATE OF MICHIGAN

TAPLIN GROUP, LLC
Environmental Services

STEVEN A. TAPLIN | VICE PRESIDENT OF UI

E: STEVEATAPLIN@TAPLINGROUP.COM | P: 269-375-9595

PROFESSIONAL EXPERIENCE:

Mr. Taplin has over 20 years experience in the industrial cleaning and underground infrastructure (UI) industries, with a broad range of expertise as a project manager and equipment operator. He is experienced in operating and maintaining the full spectrum of industrial cleaning equipment, including high-pressure hydro-blasters, high-velocity industrial wet/dry vacuum trucks, tankers, roll-off units, confination sewer cleaners and closed circuit TV units.

Prior to working at Taplin Group Mr. Taplin was a project manager at Taplin Environmental Contracting and a co-owner of DownUnder Municipal Services, where he focused on project execution, meeting critical path schedules and health & safety. He gained wide experience in sewer cleaning and televising services and data collection used for bidding. Steve began his career as a shop laborer and equipment operator specializing in industrial cleaning, waste hauling and environmental remediation, and was a member of the emergency response team.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- OSHA Hazwoper 40-Hour Training
- OSHA Hazwoper 8-Hour Refresher
- LPS (Loss Prevention System) Training
- Confined Space Training
- MSHA Training
- CPR / First Aid Training
- Blood Borne Pathogen Training
- CDL License, Class AXT
- PACP / MACP / LACP
- Lock Out / Tag Out
- Pipeline Assessment
- UST Removal

PROJECT EXPERIENCE:

San Antonio Water System Sanitary Sewer Cleaning & Inspection of Designated "Year 2" Large Collection System Assets, Package 4 Consent Decree Related - Project Manager

Project provided cleaning and video inspection of approximately 75,000 lineal feet of sanitary sewer mains ranging in size from 24-48 inches in diameter. Over the course of the project, an estimated 600 tons of debris was removed. Productivity on the cleaning portion of the project ranged anywhere from 200 feet to 1,500 feet per day, dependent upon the amount of debris removed, access and traffic control. Televising productivity averaged between 1,000 to 3,000 feet per day. In addition to the cleaning and televising, a combination of CCTV/Sonar inspections on approximately 68,000 feet of sewer ranging in size from 54-90 inches in diameter. The production associated with this portion of the contract ranged anywhere from 1,000 feet to 3,500 feet per day, again contingent on the lengths of each setup and access to the manholes. Sonar inspection of approximately 12,000 feet of siphons ranging in size from 18-84 inches in diameter was also required as a component of this contract. Production on the siphon inspections ranged anywhere from 300 feet per day to as high as 1,800 feet per day, depending on the number and length of barrels at each siphon location, access to the inlet and outlet chambers, as well as the ability to string a line through each siphon to facilitate pulling the sonar unit through each barrel.

KEY RESPONSIBILITIES:

- Strategic planning
- Budget management
- Client collaboration
- Fosters key client relationships
- Directs operations of underground infrastructure projects
- Analyzes utilization and allocation of resources
- Oversees project management to ensure that safety requirements are met
- Manages bidding activities, proposal development, and contract execution
- Root cause analysis and problem solving
- Mentors account managers & project managers

City of Grand Rapids Large Diameter Sewer Cleaning – Project Manager

This project cleaned and video inspected large diameter sewer ranging in size from 48" up to 96" including a box culvert measuring 10' wide by 6' tall. The scope of work also included cleaning (2) 54" siphons going under the Grand River. The siphons were unable to be dewatered due to the system's design. The project team used high flow equipment and hydraulic dredge pumping equipment to extract the debris and sonar to confirm cleanliness and provide a condition report.

City of Kalamazoo Davis Creek Interceptor – Project Manager

Throughout his tenure, Steve A. Taplin has done extensive work with the City of Kalamazoo. This project in particular involved cleaning and inspecting approximately 16,000 lineal feet of sanitary sewer interceptor ranging in size from 36" up to 54" in diameter. All sewer was located in remote, unmaintained easement areas. The team averaged a cleaning production rate of 1,000 lineal feet per day despite the obstacles. They were able to average an inspection production rate of 2,000 feet per day having to use a floatation device to perform the inspection due to the depth and velocity of the flow.

San Antonio Water System Sanitary Sewer Cleaning & Inspection of Designated Downtown Siphons – Project Manager

The Downtown Siphons project was a high-profile sewer cleaning project directly in the heart of San Antonio. Preplanning, communication, and organization was key to the successful execution of this contract as there was substantial coordination with police and various subcontractors. Along with his crew, Steve earned high accolades from both City and SAWS officials. The project entailed dewatering, cleaning and inspecting of six different siphons in the Downtown area of San Antonio. There was a strict timeline for this project and it was completed ahead of schedule.

Toledo Tunnel Optimization Phase IIA - Project Manager

The Toledo Tunnel is a long-term multi-faceted project consisting of cleaning and performing video inspection on various sizes of pipe. This project cleaned and inspected 12,800 lineal feet of 13.5' diameter CSO Tunnel and 3,000 lineal feet of sanitary sewer ranging in size from 20" up to 42" in diameter. The cleaning production has been contingent on the volume sediment in each associated tunnel, but ranges from 10-50 feet per day. The video inspection production on the smaller diameter sewer has been approximately 1,500 feet per day. Man-entry was used on the 13.5' tunnel, with over 4,000 feet cleaned in less than one day. The total debris removed to date is 1,784.55 tons. This project uses GIS as the primary means to manage the data.

Western Townships Utilities Authority- Project Manager

Western Townships Utilities Authority's relationship with Mr. Taplin goes back to 2001, when he was with DownUnder Municipal Services. In 2007, DownUnder, along with its employees, was acquired by Terra Contracting. This longstanding contract consists of providing cleaning and video inspection services to approximately 162,000 lineal feet of sanitary sewer interceptor ranging in size from 15" up to 60" in diameter. The scope of work on this 5 year maintenance contract, where the entire collection system is addressed in a 5 year rotation, includes the cleaning and video inspection of the associated siphons (11 total), wet well cleaning and yard piping at both pump stations. Ninety percent of the sewer associated with this collection system requires remote access equipment (easement). The cleaning production ranges between 500 feet per day (on the 60" diameter pipe) to 2,500 feet per day on the smaller diameter sewer.

JAMES DIXON | SITE SUPERINTENDENT

E: JAMESDIXON@TAPLINGROUP.COM | P: 269-375-9595

TAPLIN GROUP, LLC
Environmental Services

PROFESSIONAL EXPERIENCE:

James has 6 years of experience with Taplin starting out on our Consumers Sewer Location project and then transitioning to the Mainline Division. As a Project Superintendent for Taplin Group, LLC., his responsibilities include the supervision of field personnel to ensure job quality and safety and the timely completion of daily reports and all project documentation. James' extensive experience as a video inspection technician with both conventional and sonar technologies makes him the lead trainer for our new recruits. His commitment to safety coupled with his problem-solving skills have served him well in the various projects in which he's faced challenging setups and situations.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- **PACP**
- **CONFINED SPACE ENTRY**
- **40-HOUR HAZWOPER**
- **CPR/FIRST AID**
- **ELKS TRAINING**

PAST PROJECT EXPERIENCE:

Camera/Sonar Technician, Assistant Site Superintendent, San Antonio Water System – Large Diameter Siphons and Sludge Tank Cleaning and Inspection–

Project consists of cleaning five siphons and associated air bypass lines with both CCTV and sonar inspections for verification. The barrels for these siphons ranged from 30"-84" in diameter. Four siphons were cleaned under live flow conditions with the fifth requiring extensive bypass pumping operations. Traffic control and community coordination was utilized along a popular recreational trail.

Camera/Sonar Technician, Western Townships Utilities Authority – Sanitary Sewer System Maintenance

This contract consists of providing cleaning and inspection services to approximately 62,000 lineal feet of sanitary sewer interceptor ranging in sizes from 15" up to 60" in diameter. The scope of work on this 5-year maintenance contract includes the cleaning and video inspection of the associated siphons (11 total), wet well cleaning and yard piping at both pump stations. Ninety percent of the sewer associated with this collection system requires remote access equipment (easement).

Camera/Sonar Technician, Huntington Sanitary Board – Main Interceptor Cleanout Project

Project consisted of cleaning and sonar inspection of approximately 27,100 feet of 30-48" interceptor along the Ohio River.

KEY RESPONSIBILITIES:

- Manage Underground Infrastructure projects daily onsite in the field.
- Site safety compliance.
- Daily field paperwork.
- Project Schedule coordination.
- Ensure efficiency of field operation.
- Supervise field operations.
- Implement project specifications and procedures.
- Manage project resource needs and availability.
- Training of new employees.
- Oversees field staff to ensure that safety requirements, client's needs and Taplin's needs are met.

Camera/Sonar Technician– Fishbeck, Thompson, Carr & Huber, Inc. – Jackson Phase 2 Cleaning, CCTV and Sonar

Project consisted of cleaning and CCTV inspection of 16,722 lineal feet of 12"-42" and cleaning with sonar inspection of 15,917 lineal feet of 48" and 60" sanitary sewer.

Site Superintendent, Camera/Sonar Technician, South Huron Valley Utilities Authority - Interceptor Cleaning Program

Twenty percent of the interceptor system (including manholes) is targeted to be televised, inspected, and cleaned each year utilizing both CCTV and sonar inspection. The entire system is completed on a 5-year cycle. The system ranges from 12 inches to 84 inches in diameter. The WWTP outfall pipe is72 inches in diameter. There are approximately 37 miles of total pipe. Portions of the system run through Metro Parks, ROW easements, including the Metro Park paths, golf course, and those behind private property.

Camera/Sonar Technician – City of Ann Arbor – Sewer Cleaning and Televising

This 2-year work order driven contract involves pre-cleaning inspections with follow up cleaning and post cleaning inspections on identified lines. It is data driven, requiring accurate tracking and communication between the field, office, and customer. The system includes many high traffic areas around the University of Michigan's main campus as well as easement setups in parks and neighborhoods.

TAPLIN
Environmental Services

5140 West Michigan Avenue Kalamazoo, MI 49006

August 20, 2024

Kari Kerstetter
Purchasing Coordinator
City of Jackson
161 W. Michigan Avenue
Jackson, MI 49201

Re: Response to Bid Criteria #12

Dear Ms. Kerstetter,

In response to the Bid Specifications—Criteria #12, Taplin Group and its approved subcontractors do not utilize independent contractors to staff any of our projects.

If further clarification is needed, I can be reached at 313.695.1047.

Sincerely,

David M. Balogh
Executive Vice President

COMPENSATION

Employees are compensated in different ways depending on their role. For most employees compensation will come in the form of an hourly wage or a salary. The compensation program is designed to promote compensation decisions that are administered in a fair and equitable manner. Several factors may influence pay rates including, but not limited to, the nature and scope of the employee's job or skills, experience, internal equity, and individual and Company performance.

For the purpose of computing pay, the work week begins on Monday at 12:01 a.m. and ends at midnight on Sunday. Employee paychecks for the preceding weekly pay period for employees are distributed on the following Friday. Paychecks will be mailed to your home or may be directly deposited to your checking or savings account. You are responsible for your paychecks after they have been issued. You must report checks that are lost or stolen immediately to payroll, so a stop payment order can be placed. Employees covered by a Collective Bargaining Agreement will be paid following their contract. Hourly field staff receive overtime after 8 hours in a day, overtime on Saturdays and double time on Sundays. All other hourly employees will be paid time and one half for all hours worked over 40 in a single work week. Paid time off and paid holidays are not applicable to this overtime rate.

Overnight out-of-town travel: Out-of-town travel is identified as travel exceeding a 50-mile radius of the Taplin office you report to: Kalamazoo: 5140 West Michigan Ave. Kalamazoo, MI 49006; Romulus: 6470 Beverly Plaza. Romulus, MI 48174; Kalkaska: 1587 Enterprise Drive Kalkaska, MI 49646. Employees living within this 50-mile radius will use the office they report to as the point of origin. Employees living outside the 50-mile radius will use their home address as the point of origin. Hourly employees driving or riding to and from a project site from their point of origin are paid their standard hourly rate. Mileage and estimated travel times will be confirmed using the MapQuest website. A travel log worksheet will be provided for each out-of-town project.

Same day out-of-town travel: Employees driving or riding are paid their standard hourly rate for travel. In the event that you are assigned to a prevailing wage project, you will not be compensated for time while riding in a Company vehicle. Salaried personnel without Company vehicles or vehicle allowance will be reimbursed the IRS mileage rate. Mileage will be confirmed using the MapQuest website.

PER DIEM

On occasion, you will be assigned to a project requiring overnight stay. Based on the demands of the project and at Company discretion employees will be given a $100 per diem to cover food and lodging for each day. In an instance where the company would pay for approved lodging there will be a $35 a day per diem for food. Per Diem will be paid upon completion of the appropriate per diem report. The form must be completed by the employee or supervisor weekly and be turned in on Monday by 10:00 a.m. with approval. The payment will be distributed Wednesday via direct deposit or a paper check mailed to your home for the current week. This rate may be adjusted in accordance with food or lodging costs associated with the geographic area where the work is conducted. Per Diem does not apply to prevailing wage projects, or for union projects where employees are not paid the shop rate. If you are paid per diem and your work schedule changes, your next per diem payment will be adjusted accordingly. In the event you leave your employment, any per diem owed back to the company taken out of your final paycheck.

CITY OF JACKSON

ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING

Bid Responses Due: WEDNESDAY, AUGUST 21, 2024 by 10:00:00 AM

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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

July 18, 2024

INVITATION TO BID

The City of Jackson will receive sealed bids for the ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING project until 10:00:00 AM local time on WEDNESDAY, AUGUST 21, 2024 at the offices of the Purchasing Department, 161 W. Michigan Avenue, 8th Floor, Jackson, Michigan.

The work includes the following partial listing of items with approximate quantities:

CLEANING AND TELEVISING THE 60-INCH INTERCEPTOR LOCATED BETWEEN THE WASTEWATER TREATMENT PLANT AND THE MYRTLE LIFT STATION IN THE CITY OF JACKSON, JACKSON COUNTY, MICHIGAN. MAJOR BID ITEMS INCLUDE CLEANING - 4,250 LF AND SEWER TELEVISING - 4,250 LF.

Bidders may obtain packets containing Instructions to Bidders, Proposal Forms, Specifications and Contract Forms from the city's website at http://www.cityofjackson.org/rfq.

Bidders will be required to meet the City of Jackson's prequalification requirements prior to bid opening. Bidders must prequalify for Sewer Shallow (G).

The City of Jackson does not discriminate on the basis of race, religion or national origin, color, age, sex, height, weight, marital status, and physical or mental handicap as to: access, availability, employment, or participation in any of its programs and activities.

City of Jackson
By
Heather Ehnis, Purchasing Agent

INSTRUCTIONS TO BIDDERS

1. **PROJECT**: The work includes the following partial listing of items with approximate quantities:

CLEANING AND TELEVISING THE 60-INCH INTERCEPTOR LOCATED BETWEEN THE WASTEWATER TREATMENT PLANT AND THE MYRTLE LIFT STATION IN THE CITY OF JACKSON, JACKSON COUNTY, MICHIGAN. MAJOR BID ITEMS INCLUDE CLEANING - 4,250 LF AND SEWER TELEVISING - 4,250 LF.

The scope of this work shall include all labor, equipment and materials necessary to complete this project according to the specifications listed in the contract documents. 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.

2. **PROPOSALS**:

a. Proposals are to be submitted on the forms attached. They should be submitted to the Purchasing Agent, City of Jackson, as provided in the Invitation for Bids in a sealed envelope marked "ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING".

b. Proposals, affidavits, certificates and all appendices must be fully and properly filled out and executed.

c. Proposals must be bid on a unit price basis as applied to the estimated quantities. Where errors of extension of totals are made, the unit price bid multiplied by the estimated quantity shall govern. The preliminary estimates of quantities indicated, although given with as much accuracy as possible, are to be regarded as approximately only, and are given for the general guidance of the bidders and as a basis upon which the different proposal may be compared. The City reserves the right to increase or diminish any or all of these quantities within reasonable limits and the Contractor will be paid for the actual work completed and accepted by the City at the prices stated in his Proposal.

Upon the discovery of an obvious error in a bid document that could result in a change in the amount of a bid, the staff of the Purchasing Department shall contact the bidder in writing and advise the bidder that it has seven working days from the date of the letter to correct the error. This correction shall be in writing directed to the Purchasing Agent and shall be postmarked no later than seven working days from the date of the letter referred to in the first sentence of this paragraph.

If no correction is received in a timely fashion, then the Purchasing Agent shall reject the bid. If a correction is received and the Purchasing Department deems the same to be appropriate and proper in every way,

the Purchasing staff shall attach same to the original bid document and shall then proceed to tabulate the bids as corrected.

d. Proposals may be withdrawn up to the time for opening bids announced in the Invitation for Bids. Proposals shall remain in effect for 90 days after opening.

e. Each bidder shall be held to have examined the site of the proposed work and adjacent areas in order to arrive at a clear understanding of the conditions under which the work is to be done. He shall be held responsible to have compared the site with the drawings and specifications and to have satisfied himself as to the conditions of the site, existing obstructions, the actual elevations, and any other conditions affecting the carrying out of his work. No allowance or extra consideration on behalf of the Contractor shall be allowed by reason of error, negligence, oversight, or carelessness on the part of the Contractor.

f. The City may request of any bidder evidence of experience performing the work being bid on 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:

Contractor shall, within ten (10) days of notice of award, provide City at Contractor's expense with three bonds using the forms attached hereto (B-1 through B-7):

(1) A performance bond executed to the City, to be in an amount of one hundred percent (100%) of the full contract price to be conditioned on the faithful performance of the contract and to include the protection of the City from all liens and damages arising out of the work;

(2) A Labor and Material Payment Bond to be executed to the People of the State of Michigan and the City of Jackson, to be in the amount of one hundred percent (100%) of the full contract price, and to be conditioned on the payment of all labor and materials used in the work and for the protection of the City from all liens and damages arising therefrom, as required by Act 213 of the Public Acts of Michigan of 1963, as amended; and

(3) A Maintenance and Guarantee Bond in a minimum amount of twenty five percent (25%) of the contract price.

All bonds shall be signed by the contractor and a surety company licensed to do business in the State of Michigan with sureties acceptable to the City. Said bonds shall be payable to the City of Jackson and filed in the office of the City Clerk.

B. Within 10 days of notification of award, the Contractor must provide certificates of insurance evidencing insurance coverage as required by the Contract.

C. The successful bidder will be required to sign a contract in three counterparts in substantially the form provided with this bid packet. Failure

to do so within 10 days of Notification of Award will result in forfeiture of the bid security.

D. The Contractor will be provided with Notification to Proceed upon completion of the steps in this paragraph. The Contractor must begin work within 5 days of the Notice to Proceed.

E. Contract Documents require that all work on this project be completed by JULY 31, 2025.

7. RESPONSIBLE CONTRACTOR ORDINANCE:

This bid is subject to the Responsible Contractor Ordinance.

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:

A. Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

B. 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.

C. 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.

D. 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.

E. 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 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.

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 16 of 31 and Page P 20 of 31 are notarized.

X _____ SAM.GOV – Contractors must be registered on 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 (UIN): VV3BPJSW6116 if you have received it. If you have applied for your UIN and have not received it, please indicate the date of application _____.

PLEASE DO NOT SUBMIT STAPLED BID DOCUMENTS

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: August 21, 2024

In compliance with your invitation for bids dated **July 18, 2024** to perform **ENG 24-13B**

NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING

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 National Power Rodding Corp.
   organized and existing under the laws of the State of Illinois
   with offices at 2500 W Arthington St., Chicago, IL 60612
   (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# 36-2933140

(Corporate Seal, if applicable)

Name of Bidder: National Power Rodding Corp.

Signed By: _____

Its: William T. Kreidler, President

BID SHEET

DATE:

PROPOSAL FOR: ENG 24-13B NORTH INTERCEPTOR SEWER CLEANING AND TELEVISING

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
001	Mobilization, Max $44,100.00	LSUM	1	$ 44,100.00	$ 44,100.00	$ 44,100.00
002	Cleaning	Ft	4250	$ 83.58	$ 25.00	$ 106,250.00
003	Sewer Televising	Ft	4250	$ 20.00	$ 320.00	$ 1,360,000.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
				TOTAL	$	1,510,350.00

TOTAL BID WRITTEN OUT:
One Million Five Hundred Ten Thousand Three Hundred Fifty and 00/100

Submitted Bid:	National Power Rodding Corp.
Labor Costs:	$335,800.00
Materials Costs:	$200,000.00
Equipment Costs:	$800,000.00
Possible Change Orders:	

Bidder's Name:	National Power Rodding Corp.
Address:	2500 W Arthington St.
City, State, Zip:	Chicago, IL 60612
Telephone:	312-666-7700
Fax:	312-666-0748
Email Address:	office@nationalpowerrodding.com
Federal ID Number:	36-293140
Bid Signed By:	William T. Kreidler (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 William T. Kreidler, President

CONTRACT COMPLIANCE

DATE: July 18, 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 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

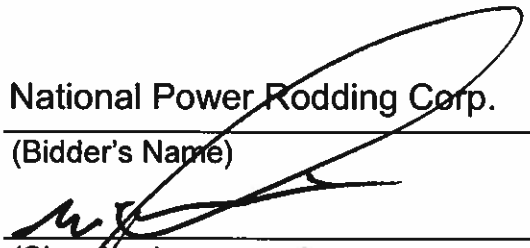
National Power Rodding Corp. certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment National Power Rodding Corp. 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: August 21, 2024

By: National Power Rodding Corp.
(Bidder's Name)

By: 
(Signature)

By: William T. Kreidler, President
(Title)

2500 W Arthington St.
Address

Chicago
City

IL 60612
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: National Power Rodding Corp.

ADDRESS: 2500 W Arthington St.
Chicago, IL 60612

SIGNED BY:

TITLE: William T. Kreidler, President

DATE: August 21, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and does 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: August 21, 2024

By: National Power Rodding Corp.
(Bidder's Name)

By: _____
(Signature)

By: William T. Kreidler, President
(Title)

2500 W Arthington St.
Address

Chicago
City

IL 60612
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Illinois)
ss
COUNTY OF Cook)

William T. Kreidler, being first duly sworn, deposed and says that:

1. He is President of, National Power Rodding Corp. 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: August 21, 2024 By: National Power Rodding Corp.
(Company)

By: _____
(Title) William T. Kreidler, President

Subscribed and sworn to before me, a Notary Public, this 21st day of August, 2024.

Amanda M Camarena

"OFFICIAL SEAL"
AMANDA M CAMARENA
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 12/28/2025

Notary Public, Cook County,
My commission expires: 12/28/2025

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, William T. Kreidler an authorized representative of National Power Rodding Corp. 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 workplace, I must have available the MSDS for these chemicals, in a place accessible to all employees in the workplace. 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 August 21, 2024

Signature William T. Kreidler, President

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company National Power Rodding Corp.
Telephone 312-666-7700	Email Address office@nationalpowerrodding.com

Contract or matter pending with the City:

_____

_____

I, William T. Kreidler, 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: 8/21/24

Signature William T. Kreidler, President

Subscribed and sworn to before me, a Notary Public, this 21st day of August, 2024.

Amanda M Camarena

Notary Public, Cook County,
My commission expires: 12/28/2025

"OFFICIAL SEAL"
AMANDA M CAMARENA
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 12/28/2025

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 non-procurement 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.

William T.Kreidler, President

Name and Title of Authorized Representative

National Power Rodding Corp.

Name of Participant Agency or Firm

08/21/2024

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: National Power Rodding Corp.
2. Established: Year 1949 Number of Employees 101
3. Type of organization: Individual___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

75 yrs.

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
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 William T. Kreidler
Title President Date August 21, 2024

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:	National Power Rodding Corp.
ADDRESS:	2500 W Arthington St.
CITY, STATE, ZIP:	Chicago, IL 60612
TELEPHONE:	312-666-7700
OFFICERS:	
President:	Email Address: kreidler@nationalpowerrodding.com
Vice President:	Email Address: fcastel@nationalpowerrodding.com
Secretary/Vice President:	Email Address: rruprecht@nationalpowerrodding.com
Treasurer:	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name? 75	
PARENT COMPANY NAME:	Carylon Corporation
STREET ADDRESS:	2500 W Arthington St.
CITY, STATE, ZIP CODE:	Chicago, IL 60612
UNDER CURRENT MANAGEMENT SINCE (DATE):	1949

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Illinois Dept. of Transportation Certificate of Eligibility, Contractor No. 4356, Exp. 2/28/25
Indiana Dept. of Transportation Certificate of Qualification, Exp. 2/28/25
Indiana Public Works Certificate of Qualification, Exp. 11/14/26
City of Chicago Sewer and Drain License, License No. 1699, Exp. 12/31/24

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

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.

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:	Zurich American Insurance, American Zurich Insurance and American Guarantee and Liability Ins co.
Type of Coverage:	Commercial GL, Auto, W/C, Umbrella
Telephone:	christina_cunningham@ajg.com

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.

Refernce contract warranty language in contract.

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.

National Power Rodding affirms we 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.

National Power Rodding Corp. acknowledges 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.

TBD

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.

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.

All work for this project that we perform will 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.

1 Apprentice and 6 Journeyman

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 evaluating which bids best serve its interests, and 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:**

National Power Rodding Corp. is proud to be an equal opportunity employer. It is our policy to provide equal employment opportunities to all qualified applicants and employees without regard to their race, color, religion, sex, sexual orientation, gender identity, marital or civil union status, age, national origin, ancestry, disability, handicap, genetic information, citizenship, military or veteran status, or on any other basis prohibited by law.

The Company is committed to providing reasonable accommodations when necessary for all employees and/or applicants with disabilities or handicaps, provided the individual is otherwise qualified to perform the essential functions of the job. Further, if you are pregnant, recovering from childbirth, or have a condition related to pregnancy, you have the right to ask for a reasonable accommodation. This includes bathroom breaks, assistance with heavy lifting, a private space for expressing milk, or time off to recover from your pregnancy. (For employees working in Illinois, for more information regarding your rights on Pregnancy in the Workplace, download the Illinois Department of Human Rights fact sheet at www.illinois.gov/dhr, or refer to the posted "Pregnancy Rights Notice.") The Company is also committed to providing reasonable accommodations of an employee's religious practices which do not result in an undue hardship on the conduct of the company's business. You are encouraged to discuss your need for a reasonable accommodation with the Office Manager and/or your supervisor.

If you feel that you have been discriminated against in any respect, you should immediately bring the matter to the attention of management through the Complaint Procedure contained in this Handbook, or by approaching any member of management with whom you would feel comfortable discussing your complaint.

National Power Rodding Corp.

Print Firm Name/Principal

Signature/Principal William T. Kreidler, President

08/21/2024

Date

BID BOND

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA
Hartford, Connecticut 06183

CONTRACTOR:
(Name, legal status and address)

National Power Rodding Corp.
2500 W. Arthington Street
Chicago, IL 60612

SURETY:
(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America
One Tower Square
Hartford, CT 06183

OWNER:
(Name, legal status and address):

City of Jackson
161 Michigan Avenue
Jackson, MI 49201

BOND AMOUNT: five percent of total bid (5%)

PROJECT:
(Name, location or address, and Principal number, if any)

ENG 24-13B North Interceptor Sewer Cleaning and Televising

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 21st day of August 2024

(Witness) Reid W. Ruprecht, Vice President

(Witness) Lauren A. Ruiz

National Power Rodding Corp.
(Principal) *(Seal)*

(Title) William T. Kreidler, President

Travelers Casualty and Surety Company of America
(Surety) (Seal)

(Title) Peter S. Forker, Attorney-in-Fact

The Company executing this bond vouches that this document conforms to American Institute of Architects Document A310, 2010 Edition

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 **Peter S Forker** of **ROLLING MEADOWS**, **Illinois**, 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 21st day of August, 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.

ACKNOWLEDGMENT BY SURETY

STATE OF Illinois }
County of Cook } ss.

On this 21st day of August, 2024, before me personally appeared Peter S. Forker, known to, me to be the Attorney-in-Fact of Travelers Casualty and Surety Company of America, the corporation that executed the within instrument, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in the aforesaid County, the day and year in this certificate first above written.

Notary Public in the State of Illinois
County of Cook

OFFICIAL SEAL
OSCAR F. RINCON
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES SEPT 17, 2024

S-0230/GE 10/99

XDP

TRAVELERS
Insurance. In-Synch.℠

Peter S. Forker
Attorney-in-Fact - Construction Services
Bond & Financial Products
One Tower Square, Hartfortd, CT 06183
Telephone: (312) 294-5484
peter_forker@aig.com

August 19, 2024

RE: PREQUALIFICATION LETTER

Contractor: NATIONAL POWER RODDING CORP.
2500 W. Arthington Street, Chicago, IL 60612

To Whom It May Concern:

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA, a Connecticut Corporation, is the surety company for NATIONAL POWER RODDING CORP. At the present time, we are providing NATIONAL POWER RODDING CORP. with a bond program of $15,000,000 for a single project and $50,000,000 aggregate with a current available bonding capacity of approximately $25,000,000. We consider them to be a high-quality construction organization and a very valuable client/partner and wouldn't hesitate to recommend NATIONAL POWER RODDING CORP. to any owner or architect on any construction contract.

We may comment only favorably on the ability of NATIONAL POWER RODDING CORP. to push a project through to completion on or before the deadline set by the owner, architect, or engineer. During the time we have serviced NATIONAL POWER RODDING CORP. has consistently met all of its obligations and the company's excellent track record has resulted in many repeat contracts.

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA hereby agrees if NATIONAL POWER RODDING CORP. is awarded a contract, we are prepared to underwrite the required 100% Performance and Payment bonds, subject to acceptable details and bond forms.

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA is authorized to transact business in all fifty (50) states with a Treasury Listing of $231,823,000 and is rated A++ XV by A.M. Best Company.

Should you desire more information on our bonding relationship with NATIONAL POWER RODDING CORP. please do not hesitate to contact us.

Yours truly,

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

Peter S. Forker
Attorney-In-Fact

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA
HARTFORD, CONN.

NATIONAL POWER RODDING
A Carylon Company

2500 West Arthington Street
Chicago, IL 60612
p: (312) 666-7700
f: (312) 666-0748
www.nationalpowerrodding.com

REFERENCES

1.	***City of Joliet*** Owen T. Dean, P.E., 815-724-4254 (odean@joliet.gov) *150 W. Jefferson St.* *Joliet, IL 60432* **2023 Sanitary Sewer Cleaning and Televising Inspection Program** **Contract No. 2718-0523**	***$717,260.25*** *02/2023* *Completed*
2.	***Metropolitan Water Reclamation District*** Frederick Wu, 312-751-4025, (WuF@mwrd.org) 100 E. Erie Chicago, IL 60611 **Underground Infrastructure Cleaning at Various Locations** **Contract #23-653-11**	***$2,250,000.00*** *03/2023-* *Present*
3.	***Metropolitan Water Reclamation District*** Frederick Wu, 312-751-4025, (WuF@mwrd.org) 100 E. Erie Chicago, IL 60611 **Television Inspection and Recording of Sewers and Manholes** **Contract #22-875-1S**	***$7,525,000.00*** *11/2023-* *Present*
4.	***Metropolitan Council Environmental Services*** Jennifer Adams, 651-302-8327 (Jennifer.Adams@metc.state.mn.us) 2500 Childs Rd. St. Paul, MN 55106 **Riverview Siphon Cleaning Project No. 808883**	***$2,762,480.00*** *10/2023*
5.	***Greater Peoria Sanitary District*** Emily Ambroso, P.E., 309-637-3511 (eambroso@gpsd.org) 2322 S. Darst St. Peoria, IL 61607 **Cleaning and inspection of GPSD Sewer Project 7: Riverfront Interceptor**	***$1,485,968.00*** *Completed* *10/2022*
6.	***City of Aurora*** 44 East Downer Place Aurora, IL 60507 **2023 Sanitary & Storm Sewer Televising Contract**	***$274,864.75*** *Completed* *02/2022*
7.	***Village of Streamwood*** 301 E Irving Park Road Streamwood, IL 60103 **Sewer Cleaning, Televising & Sealing 2022**	***$475,600.00*** *Completed* *01/2023*
8.	***City of East Chicago*** Shawn H. Strange, P.E. 317-216-7705 (sstrange@firstgroupengineering.com) 5925 Lakside Blvd. Indianapolis, IN 46278 **2022 Roxanna Neighborhood Sanitary & Storm Study Pipelining**	***$5,090,248.25*** *Completed* *01/2023*
9.	***City of Champaign*** 702 Edgebrook Drive Champaign, IL 61820 **2022 Storm Sewer Cleaning and Televising**	***$421,000.00*** *06/2022*

REFERENCES

10.	***Buena Vista Charter Township*** 1160 S. Outer Dr. Saginaw, MI 48601 **Cleaning and Televising of Sanitary Sewer Utilities**	***$380,000.00*** *Completed* *05/2022*
11.	***City of Wausau*** Diane L. Thoune, P.E., 715-845-1333 (Diane.Thoune@clarkdietz.com) 407 Grant St. Wausau, WI 54403 **Industrial Park Force Main Rehab - Clean & TV 14" Force Main**	***$350,000.00*** *Completed* *04/2022*
12.	***Village of McCook*** Thomas R. Brandstedt, 630-887-8640 (tbrandstedt@novotnyengineering.com) 5000 Glencoe Ave. McCook, IL 60525 **Sanitary Sewer Cleaning, Televising and Smoke Testing**	***$70,000.00*** *Completed* *01/2022*
13.	***City of East Chicago*** Shawn H. Strange, P.E. 317-216-7705 (sstrange@firstgroupengineering.com) 5925 Lakside Blvd. Indianapolis, IN 46278 **2021 Roxanna Neighborhood Storm Study Pipelining**	***$2,678,152.75*** *Completed* *01/2022*
14.	***North Shore Water Reclamation District*** Greg Grenyo (GrGrenyo@northshorewrd.org) 14770 William Koepsel Dr. Gurnee, IL 60031 **Lake Forest Forcemain and Sewer (F7) Inspection**	***$75,000.00*** *Completed* *12/2021*
15.	***City of East Chicago*** Anthony Kennig, 219-836-5884, Ext. 205 (akennig@dlz.com) c/o DLZ Engineering 900 Ridge Rd., Suite L Munster, IN 46321 **Indianapolis Blvd. Sewer Investigation**	***$280,000.00*** *Completed* *12/2021*
16.	***Village of Hinsdale*** Mark Pelkowski, 630-789-7058 (mpelkowski@villageofhinsdale.org) 19 E. Chicago Ave. Hinsdale, IL 60521 **Sewer Cleaning, Televising & Root Cutting, Bid #1680**	***$45,000.00*** *Completed* *12/2021*
17.	***Village of LaGrange*** Timothy Carter, 630-352-8751 (tcarter@baxterwoodman.com) c/o Baxter & Woodman 8678 Ridgefield Rd. Crystal Lake, IL 60012 **2021 Sewer Cleaning & Televising Project, 2021-009**	***$20,000.00*** *Completed* *12/2021*

REFERENCES

18.	***Village of Machesney Park*** Christopher Dopkins, 815-636-9590 (cdopkins@mcmgrp.net) c/o McMahon Group 1700 Hutchins Dr. Machesney Park, IL 61115 **Harlem Road Improvements – Storm Sewer Clean & Televise**	***$130,000.00*** *Completed* *11/2021*
19.	***Kimberly Heights Sanitary District*** Greg Kamplain, 815-412-2016 (GKamplain@reltd.com) C/O Robinson Engineering 10045 W. Lincoln Hwy Frankfort, IL 60423 **North Basin Lateral Grouting (21-R0400)**	***$260,000.00*** *Completed* *10/2021*
20.	***Village of Lombard*** Ray Schwab, 630-620-5979 (schwabR@villageoflombard.org) 225 E Wilson Ave. Lombard, IL 60148 **Sanitary Sewer CCTV Inspection and Cleaning, Project PROG 50 (FY21)**	***$65,000.00*** *Completed* *08/2021*
21.	***City of Cedar Rapids*** David C. Stender Cell: 331-201-1492 (D.Stender@cedar-rapids.org) *Water Administration Building* *1111 Shaver Rd NE,* *Cedar Rapids, IA 52402* **Anaerobic Sewer Inspection** Cleaning, Televising and Sonar of 22,000 LF of 18"-36" Anaerobic Sewer Main	***$787,967.34*** *Completed* *08/2020*
22.	***City of Pueblo, CO*** Chris Bratnick, (719) 553-2891; (cbratnick@pueblo.us) *1300 S Queens Ave* *Pueblo, CO 81001* ***Large Main Cleaning – 20-018 (WWAN02)*** Cleaning, Televising and Sonar of 7,924 LF of 48"–60" Sewer Lines	***$2,448,260.00*** *Completed* *09/2020*
23.	***North Shore Water Reclamation District*** Greg Grenyo, 847-623-6060 (GrGrenyo@northshorewrd.org) 14770 William Koepsel Dr. Gurnee, IL 60031 **Sewer Chemical Sealing**	***$1,750,000*** *9/2019*
24.	***North Shore Water Reclamation District*** Greg Grenyo, 847-623-2460 (GrGrenyo@northshorewrd.org) 14770 William Koepsel Dr. Gurnee, IL 60031 **Sewer Spot Lining**	***$558,800*** *9/2019*
25.	***City of Joliet*** Owen T. Dean, P.E., 815-724-4254 (odean@joliet.gov) *150 W. Jefferson St.* *Joliet, IL 60432* **West River Wall Sewer Cleaning Project**	***$2,146,900*** *10/2019*

REFERENCES

26.	***City of Pueblo*** Sonia Mondragon, P.E., 719-553-2890 (smondragon@pueblo.us) 1300 S. Queens Ave. Pueblo, CO 81001 **FY2019 Service Lateral Connection Grouting, Project #19-009 (WW1503)**	***$870,690*** *10/2019*
27.	***Metropolitan Water Reclamation District*** Frederick Wu, 312-751-4025, (WuF@mwrd.org) 100 E. Erie Chicago, IL 60611 **Television Inspection and Recording of Sewer and Manholes** **Contract #13-806-2S**	***$1,945,000*** *11/2017 - Present*
28.	***Illinois State Toll Highway Authority*** c/o SE3, LLC Daniel Johnson, 630-641-9900 (djohnson @se3.us) 3041 Woodcreek Dr., Suite 211 Downers Grove, IL 60515 **Clean and Televise Drainage System, Contract #RR-18-4384**	***$1,050,000*** *Completed 8/2018*
29.	***Illinois State Toll Highway Authority*** c/o Globetrotters Engineering Corporation Ahmad Safi, PE, 312-907-2591 (ahmad.safi@gec-group.com) 300 S. Wacker Chicago, IL 60606 **Clean and Televise Drainage System, Contract #RR-18-4376**	***$1,093,000*** *Completed 7/2018*
30.	***Illinois State Toll Highway Authority*** c/o Interra, Inc. Rupen Shah, 708-674-1923 (rshah@interraservices.com) 600 Territorial Dr. Bolingbrook, IL 60462 **Clean and Televise Drainage System, Contract #RR-18-4406**	***$1,265,000*** *Completed 10/2018*

NATIONAL POWER RODDING
A Carylon Company

2500 West Arthington Street
Chicago, IL 60612
p: (312) 666-7700
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www.nationalpowerrodding.com

RESUME
WILLIAM T. KREIDLER

William Kreidler graduated in 1991 with a bachelor's degree in Accounting from the University of Illinois, Chicago. He obtained his CPA certificate in May 1991 and worked in public accounting for five years before joining National Power Rodding Corporation.

Since joining National Power Rodding Corp., Bill has worked on streamlining operations and developing new and innovative approaches to project management.

General Manager	1995-1997
Vice President	1997-2014
President	2014 - Present

Responsible for:

- Project Oversight
- Contract Expedition
- Sales
- Human Resources
- Administration
- Finance
- Working directly with government, engineering firms and contractors to ensure successful and timely completion of contracts.

Recent projects include:

City of Austin
Wastewater Line Relay and Spot Repair $10,400,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of City and superintendent and subcontractors and consultants in order to deliver project according to plan. Overseeing quality control throughout contract. This contract included wastewater line repairs and installations and adjustments of new manholes.

City of Austin
Annual Service Agreement for Manhole Rehab $7,600,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of City and superintendent and subcontractors and consultants in order to deliver project in accordance with contract specifications. Overseeing quality control throughout contract. This 3-year contract included manhole rehabilitation and grouting.

City of Chicago
Cleaning and Televising $7,200,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of superintendent and subcontractors and consultants in order to deliver project in accordance with contract specifications. Overseeing quality control throughout contract. This citywide contract included cleaning and televising sewer lines and lateral connections and dye testing.

Northeast Ohio Regional Sewer District
Easterly Dist. Hydraulic Improvement Contract $2,900,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of Engineers, superintendent and subcontractors and consultants in order to deliver project in accordance with contract specifications. Overseeing quality control throughout contract. This contract located in Cleveland, OH included catch basin and interceptor sewer cleaning, including removal of roots and mineral deposits .

Northeast Ohio Regional Sewer District
Manhole Rehabilitation Contract
$1,300,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of Engineers, superintendent and subcontractors and consultants in order to deliver project in accordance with contract specifications. Overseeing quality control throughout contract. This contract located in Cleveland, OH included manhole rehabilitation with epoxy and cement.

Gary Sanitary District
Large Dia. Sewer Cleaning & Televising $6,000,000
Responsibilities including planning and overseeing contract according to deadlines and within budget, including acquiring resources and coordinating the efforts of Engineers, superintendent and subcontractors and consultants in order to deliver project in accordance with contract specifications. Overseeing quality control throughout contract. This 5-year contract located in Gary, IN included cleaning, bypass pumping and televising 20" – 132" sewers, including box sewers.

Certifications/Training:

City of Chicago Sewer and Drain License
State of Florida Certified Underground Utility & Excavation Contractor

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RESUME
Reid W. Ruprecht

Vice President	2018 - Present
Secretary	2014 - 2018
Project Manager	2009 – 2014
Duties	Responsible for field operations on cleaning, televising and CIPP projects, manages production, schedules, works directly with customers' project managers.
Certifications	40 Hr Hazwoper 10 Hr Construction NPRC Training Program- Confined Space Training/ MSDS Hazardous Communication, Fall Protection, Lock out / Tag Out, Respiratory Protection, Personal Protective Equipment, Hearing Conservation
Education	B.E. – Eastern IL University Graduate 2003

Partial List of Projects:

North Shore Water Reclamation
Sewer Chemical Sealing
Sewer Spot Lining

Metropolitan Water Reclamation District
TV Inspection and Recording of Sewer/Manholes
Contract #13-806-2S

Walsh Construction
IDOT Contract #60W71
Sewer Cleaning and Televising

Tetra Tech
Waukegan, IL
PCB Removal from Sewers

AMEC Environmental & Infrastructure, Inc.
Cicero, IL
PCB Removal from Sewers

City of Joliet
West River Wall Sewer Cleaning

Illinois State Toll Highway Authority
Contracts RR-18-4384 & RR-18-4376
Clean and TV Drainage System

Plote Construction
Various Locations for IDOT
Catch Basin Cleaning
Cleaning of Storm Sewers

Arcadis U.S., Inc.
Milwaukee, WI
PCB Removal from Sewers

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RESUME
Todd O. Shobayo

Project Manager 2017 - Present

Duties Responsible for bidding and field operations on cleaning and televising projects, manages production, schedules, works directly with customers' project managers.

Certifications NASSCO MACP/PACP Certified
OSHA 10-Hr Safety
NPRC Training Program- Confined Space Training/ MSDS Hazardous Communication, Fall Protection, Lock out / Tag Out, Respiratory Protection, Personal Protective Equipment, Hearing Conservation

Education B.S. – Loyola University Chicago 2018

Partial List of Projects:

City of Aurora
2020 Sanitary & Storm Sewer Televising

City of Danville
2019 Sewer Cleaning & Televising

Village of Libertyville
2019 Sanitary Sewer Cleaning/TV/Lining

Village of South Chicago Heights
2018 Sanitary Sewer Video Inspection

Village of Algonquin
2018 Drainage Structure Cleaning

Village of Park Forest
2018 Sewer Televising and Cleaning

Village of Riverside
2018 Swan Pond Sewer Main Cleaning and Televising

NATIONAL POWER RODDING
A Carylon Company

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Chicago, IL 60612
p: (312) 666-7700
f: (312) 666-0748
www.nationalpowerrodding.com

RESUME
NORWOOD FITZGERALD
GENERAL SUPERINTENDENT
312-907-5669

General Superintendent 1995 - Present

Duties Responsible for safe field operations on sewer cleaning and televising, grouting, manhole rehabilitation and CIPP projects, manages production, schedules, trains operators and Superintendents and works directly with customer's project managers.

Safety Qualifications: **20+ years of Safe Large Diameter Sewer Cleaning**
Certified in:

1. Hazard Communication
2. Confined Space Entry
3. Respiratory Protection
4. Lockout/Tagout
5. Fall Protection
6. Hearing Conservation
7. Accident Investigation & Job Safety Analysis 40 Hour Worker Program (Hazwoper)
8. PACP

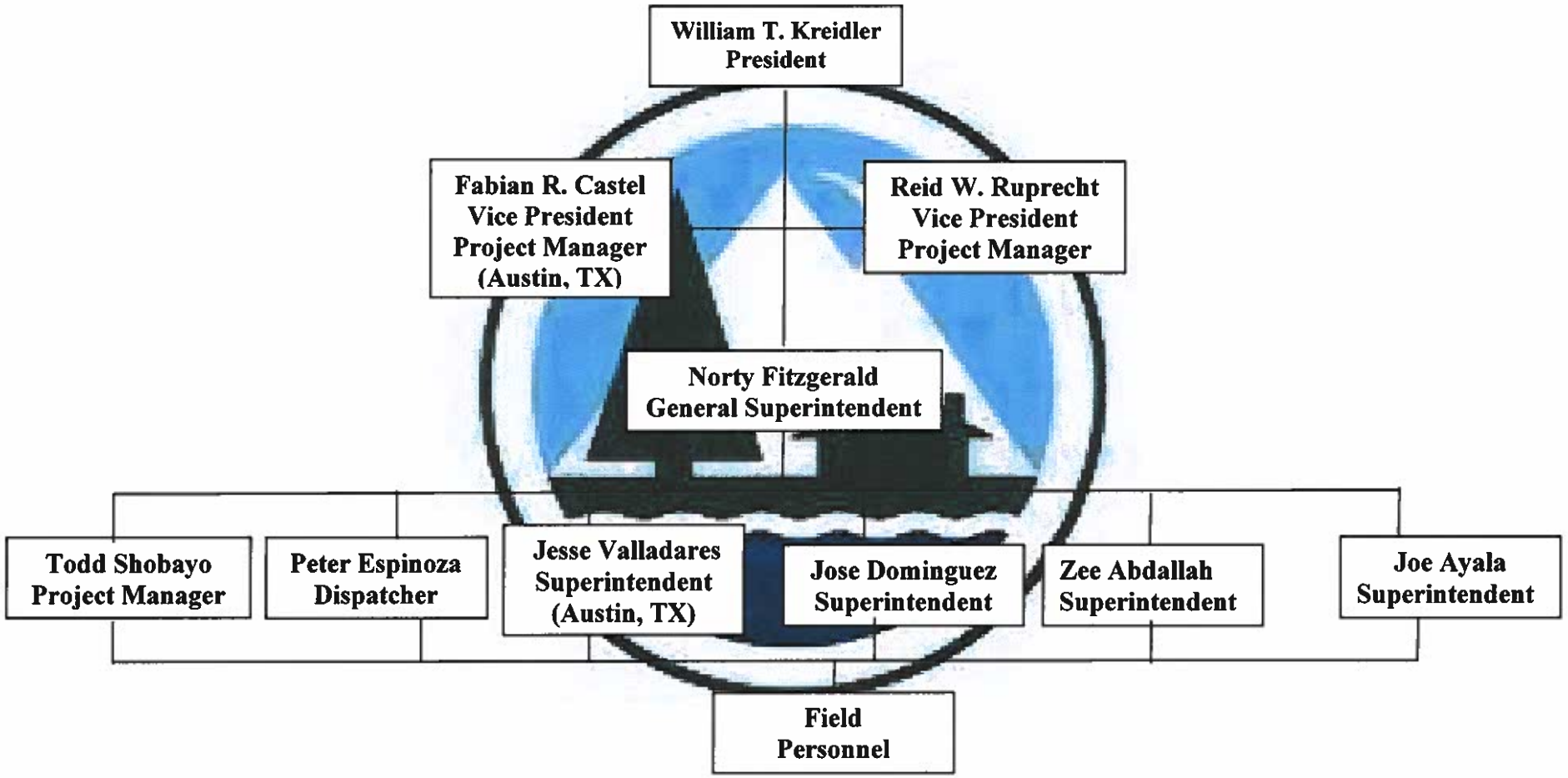
Partial List of Projects:

Kenny Construction
Sewer Cleaning for lining process for City of Chicago Contracts

City of Chicago
Cleaning and Televising – Citywide Locations

Metropolitan Water Reclamation District of Greater Chicago
Large Diameter Sewer Cleaning and Televising

National Power Rodding Corp.
Organization Chart



2500 West Arthington Street
Chicago, IL 60612
p: (312) 666-7700
f: (312) 666-0748
www.nationalpowerrodding.com

9810 FM 969
Austin, TX 78724
p: (512) 928-1420
nationalpowerrodding.com

Gallagher

Insurance | Risk Management | Consulting

October 3, 2023

Bill Kreidler
National Power Rodding Corp.
2500 West Arthington Street,
Chicago, IL 60612

Re: Experience Modification Rate (EMR)

Dear Bill,

I understand your customers are requesting contractors submit their workers' compensation experience rate (EMR) as part of bid qualifications. The following factors should be used when completing any Contractor's Safety Data Submittal.

Effective Year	EMR
10/31/23-24	.87
10/31/22-23	.85
10/31/21-22	.67
10/31/20-21	.62
10/31/19-20	.56

The current EMR indicates that you are better than the average for businesses using the same sewer cleaning class. Clearly, your loss experience indicates that you have a better safety record when compared to your peers.

If you have any questions, please don't hesitate to call.

Very truly yours,



Kim Auchstetter

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Amendment 3 to the 23-002 Major Street Engineering Contract.

Recommendation:

> Approve Amendment 3 to the 23-002 Lansing Avenue Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $335,780.00 and authorization for the City Manager and City Engineer to sign the appropriate document.

Attached is a report from Troy White, City Engineer, regarding an amendment to the above referenced contract.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve Amendment 3 to the 23-002 Lansing Avenue Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $335,780.00 and authorization for the City Manager and City Engineer to sign the appropriate document.

ISSUE STATEMENT

Consultant services are needed for design and construction engineering to utilize both grant and local funding that has been secured and/or designated several various projects. The funding for the construction of many of these projects was obtained through applications prepared with the assistance of HRC. Based on previous involvement in the development and acquisitions of grant funding for these projects, it is recommended that HRC also perform the engineering necessary to deliver the projects. The attached Amendment 3 will add these engineering services to the Major Street Engineering contract with HRC.

DESCRIBE THE CONSEQUENCES

The following is a summary of the projects included in the attached contract amendment:

Item	Project	Amount	Construction Funding
1	Brown Street, Denton to High	$ 42,740	Federal FHWA Grant
2	Lansing Ave, Steward to Clinton	($ 87,470)	Cancelled - Remove
3	As-Needed Engineering Services	$ 30,000	Local Sewer, Street & Water Funds
4	Morrell Traffic Signals at Wisner and at Morrell	$ 89,770	Federal Safety Grant
5	Asphalt Patching and Crackfill	$ 16,650	Local Street Funds
6	Rosedale and Woodbridge Drainage	$ 39,240	Local Street Funds
7	Urban Reforestation	$ 99,810	Federal USDA Grant
8	Woodsum & High Sanitary Sewer	$ 29,180	Local Sewer Funds
9	Hospital District Street Lighting	$ 75,860	Federal CDBG Funds
	Total	**$ 335,780**	

Engineering services are necessary for the above projects to proceed from the planning phase through design and then construction.

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure – including streets, traffic signals, sewers, water mains and street lighting. As such, Engineering is responsible for project scoping and contract development, letting and administration. As part of this process, Engineering uses consulting engineers as an extension of our staff when work load demands.

SOLUTION

Engineering recommends approval of the attached contract Amendment 3 to the 23-002 Lansing Avenue Engineering contract.

FACILITATE IMPLEMENTATION

Approve Amendment 3 to the 23-002 Lansing Avenue Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $335,780.00 and authorization for the City Manager and City Engineer to sign the appropriate document.

ATTACHMENTS

1. Engineering Amend 3 Maj St Eng ATT

AMENDMENT NO. 3
To Contract for
23-002 Major Street Engineering Contract
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 452,451.30**
AMENDMENT NO. 1	**$ 80,700.00**
AMENDMENT NO. 2	**$ 103,540.00**
CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2	**$ 636,691.30**
AMENDMENT NO. 3	**$ 335,780.00**
NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 3	**$ 972,471.30**

REASON FOR AMENDMENT:

To provide for engineering services for multiple projects as described in the letter from Hubbell, Roth & Clark, Inc. dated August 26, 2024.

Prepared by Troy R. White, P.E.
City Engineer

ACCEPTED BY:

Todd Sneathen, P.E.
Hubbell, Roth & Clark, Inc.

Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer

Date:

ACCEPTED BY:

Jonathan Greene, City Manager

Date:

HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

STREET: 401 S. Mechanic Street, Suite B
Jackson, MI 49201
PHONE: 517-292-1295
WEBSITE: hrcengr.com

August 26, 2024

City of Jackson
161 W. Michigan Avenue
Jackson, Michigan 49201

Attn: Troy White, P.E, City Engineer

Re: Lansing Ave Corridor Engineering
PS Contract 23-002
Amendment #3

HRC Job No. 20221076

Dear Mr. White:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to provide this amendment for several tasks.

Item 1 – Design and Construction Engineering Services for resurfacing Brown Street from Denton Road to W High Street (HRC JN:20240423)
The City requested HRC to prepare bid documents to resurface Brown Street from Denton to High. This section of Brown Street is a 2-lane street approximately 2,050 feet in length. HRC's work will include preparing plans and inspection and construction engineering services for the project. We are assuming 2 weeks of construction. HRC can complete the design work and construction administration for **$42,740.**

Item 2 – Reduction in Construction Engineering Services for Lansing Avenue Construction (HRC JN:20221076) The City opted not to continue with the Lansing Avenue Construction as originally proposed in our submitted proposal RFQP 23-002. Due to elimination of the proposed work, HRC estimates we can **reduce** the total costs of Engineering Services for this project by **-$87,470** which was our amount submitted for CE services for Lansing Avenue Street Construction

Item 3 – As-Needed Engineering Services (HRC JN:20240351)
This Task includes engineering services on an as-needed basis. This work may include design and construction engineering services for random projects that require additional engineering services to ensure that they are completed according to the City's standards. HRC estimates the total costs of Engineering Services **$30,000** which would not be exceeded without prior authorization.

Item 4 – Design and Construction Engineering Services for safety grant signals at Wisner & Morrell and Morrell & First (HRC JN:20230153)
This Task includes design and construction engineering services for signal upgrades and modernizations at Morrell Street at Wisner Street and Morrell Street at First Street. The project has received safety grant funding for FY 2025 construction that includes the following scope of work: collect topographic survey, prepare plans and specifications to upgrade to mast arm traffic signals, sidewalk ramp upgrades, complete necessary soil borings and conduct GI Meeting with MDOT LAP. Construction engineering services are also included as follows: contract administration, construction layout and staking, mast arm fabrication testing by subconsultant and coordination of testing. HRC estimates the total costs of Engineering Services **$89,770** which would not be exceeded without prior authorization.

Item 5– Construction Engineering for 2024 HMA Patching and Crackfill (JN:20230333)
The City requested HRC to provide inspection services for the 2024 HMA asphalt maintenance project. The project involves 25 locations of cold milling and HMA patching and crack and joint sealing along E High Street. The construction work will require limited construction administration. The scope of work includes full-time observation for 2.5 weeks, inspector's daily reports, and preparation of pay requests, as needed. HRC can complete the observation for **$16,650.**

Item 6 – Design and Construction Engineering for drainage improvements at Rosedale Place and Woodbridge Street (HRC JN:20230403)
The City requested HRC to prepare drawings and specifications to improve the stormwater drainage at the intersection of Rosedale Place and Woodbridge Street. HRC's work will include topographic survey, soil boring, preparing plans and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for **$39,240.**

Item 7 – Planning and Administration for Implementation of USDA Urban Reforestation Grant (HRC JN:20230397)
The City received a grant for reforestation and managing the urban forest. The grant has a 4 year timeline to complete the necessary work. The City requested HRC prepare a request for proposals to develop a tree inventory and management plan of all street trees (trees located within the right of way) within the City and assist with contract administration. The City also requested HRC prepare bid documents to remove stumps and hazardous tree over each of the four years and assist with contract administration. HRC can complete the bidding and contract administration work for **$99,810**.

Item 8 – Design and Construction Engineering for sanitary sewer repair / replacement on Woodsum and High (JN:20240660)
The City requested HRC to prepare drawings to repair the existing sanitary sewer on Woodsum and High. This task includes design and construction engineering services This project includes preparing plans and specification for bidding to complete sanitary sewer repair to install a new section of 10-inch sewer and a manhole on Woodsum and connecting it to the existing 48-inch sewer in High Street. This work will also include applying for an EGLE permit. HRC can complete the design and construction engineering for **$29,180**.

Item 9 – Design and Construction Engineering for decorative neighborhood lighting on Homewild, Burr and Detroit from Cooper to State and on Perrine and VanDorn from Pearl to Burr (HRC JN:20240661)
The City requested HRC to complete PE to design street lighting at the following locations: Homewild, Burr and Detroit from Cooper and on Perrine and Vandorn from Pearl to Burr. We have also included CE services for Perrine, VanDorn and Homewild. These projects will be funded with federal CDBG funds. HRC can complete the design work and construction administration for **$75,860.**

Based on the scope of work, we estimate the total costs for the items above to be an increase to the contract in the amount of **$335,780.** We will invoice the City in accordance with the terms of our existing contract, and the final invoice amount will be based on actual time spent.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Todd Sneathen, P.E.
Vice President

Attachment
pc: City; J. Crow
HRC; M. Romkema, File

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering Contract.

Recommendation:

> Approve Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $318,810.00, and authorization for the City Manager and City Engineer to sign the appropriate document.

Attached is a report from Troy White, City Engineer, regarding an amendment to the above referenced contract.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $318,810.00, and authorization for the City Manager and City Engineer to sign the appropriate document.

ISSUE STATEMENT

The City of Jackson has obtained grants and budgeted for the replacement of multiple sections of transmission watermains. Transmission water mains are those pipes of large diameter that convey water from the water treatment plant to the two elevated storage tanks and to the distribution water mains within the neighborhoods. The existing transmission watermains are twenty-inch cast iron pipes that were originally constructed in 1926. These pipes have exceeded their planned service life and need to be replaced to ensure they remain reliable.

Projects are currently in progress to construct the following sections of new transmission watermain:

- Martin Luther King Jr Drive from Prospect to Mitchell
- Cooper Street from Washington to Pearl
- Pearl Street from Cooper to Waterloo
- Waterloo Street from Pearl to Michigan
- Michigan Avenue from Waterloo to East Avenue
- East Avenue from Michigan to Plymouth

The Martin Luther King Jr. Drive portion will be 0.75 miles in length. The portion from Cooper Street to East Avenue (the Pearl Loop) is contiguous for 0.81 miles. However, there is a section of 0.70 miles between them. The full portion is in need of replacement. Therefore, it is recommended that the MLK transmission main be extended to connect to the Pearl Loop transmission main. For the MLK transmission main extension project to proceed, preliminary engineering must be performed to gather surveys, generate the design and prepare plans and

contract documents for bidding. The attached Amendment 2 has been prepared to provide those engineering services as well as construction engineering services.

DESCRIBE THE CONSEQUENCES

The engineering services covered by the attached Amendment 2 are necessary for a project to extend the MLK transmission watermain. As HRC are already under contract to provide engineering services for both the Martin Luther King Jr. Drive project and the Pearl Loop project, awarding HRC the MLK transmission water main project will provide consistency and coordination between the various projects.

OWNERSHIP

Engineering is responsible for capital improvement projects to the City's infrastructure – including water mains. As such, Engineering is responsible for project scoping and contract development, letting and contract administration. Engineering uses consulting engineers such as HRC as an extension of our staff to meet project demands. As this project is significant because of the critical nature of the transmission mains and the level of investment, the engineering demands are high.

SOLUTION

Engineering recommends approval of the attached contract Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering contract with HRC.

The original contract was awarded by City Council on August 15, 2023. On December 12, 2023, City Council approved Amendment 1 for lead service line replacements along the MLK corridor and for sewer separations on Mitchell Street.

The current amount for the 23-006 MLK Corridor Reimagined Engineering contract with HRC is $1,177,299.00. The amount of proposed Amendment 2 is $318,810.00, bringing the revised contract amount to $1,496,109.00 This work will be paid for with Water Funds.

FACILITATE IMPLEMENTATION

Approve Amendment 2 to the 23-006 MLK Corridor Reimagined Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of $318,810.00, and authorization for the City Manager and City Engineer to sign the appropriate document.

ATTACHMENTS

1. Engineering Amend 2 MLK Corr Eng Contr ATT

AMENDMENT NO. 1
To Contract for
23-006 MLK Corridor Reimagined Engineering Contract
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 1,069,099.00**
APPROVED AMENDMENT NO. 1	**$ 108,200.00**
CURRENT CONTRACT AMOUNT AS SET BY AMENDMENT NO.1	**$ 1,177,299.00**
AMENDMENT NO. 2	**$ 318,810.00**
NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2	**$ 1,496,109.00**

REASON FOR AMENDMENT:

To provide for engineering services for the extension of the MLK transmission water main as described in the letter from Hubbell, Roth & Clark, Inc. dated August 26, 2024.

Prepared by Troy R. White, P.E.
City Engineer

ACCEPTED BY:

Todd Sneathen, P.E.
Hubbell, Roth & Clark, Inc.

Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer

Date:

ACCEPTED BY:

Jonathan Greene, City Manager

Date:

HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

STREET: 401 S. Mechanic Street, Suite B
Jackson, MI 49201
PHONE: 517-292-1295
WEBSITE: hrcengr.com

August 26, 2024

City of Jackson
161 W. Michigan Avenue
Jackson, Michigan 49201

Attn: Troy White, P.E, City Engineer

Re: MLK Corridor Reimagined
PS Contract 23-006
Amendment #2

HRC Job No. 20230462

Dear Mr. White:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to provide this amendment for additional design and construction engineering for the MLK Transmission Main Extension This task includes design and construction engineering services to extend the extend a 16-inch transmission water main on Mitchell from MLK to Milwaukee and on Milwaukee/Cooper from Mitchell to Washington. This will require the replacement of the distribution main and sanitary sewer on Mitchell. This project will be funded in part by an EPA grant. The extension of transmission main and replacement of the distribution main on Mitchell is approximately 900 feet. The transmission main on Milwaukee/ Cooper is an additional 2,900 feet. This task includes preparing an EPA workplan, completing the NEPA process, preparing plans and specification for bidding, and construction engineering. Based on the scope of work, we estimate the total costs for the items above to be **$318,810.** We will invoice the City in accordance with the terms of our existing contract, and the final invoice amount will be based on actual time spent.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Todd Sneathen, P.E.
Vice President

Attachment
pc: COJ; J. Crow
HRC; M. Romkema, File

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc.

Recommendation:

Approve Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the decreased amount of $47,524.74 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

Attached is a report and documentation from Troy White, City Engineer, regarding approval of Change Order 1 to the Blakely Avenue Reconstruction contract.

I recommend approval of the change order. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: September 10, 2024

RECOMMENDATION: Approve Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the decreased amount of $47,524.74 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ISSUE STATEMENT

Work for the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. is now complete. As such, the attached balancing Change Order has been prepared to align contract quantities with actual quantities placed in the field and to add items that were necessary to complete the work in the field. As demonstrated on the attached table, the final field quantities for some items are less than current contract quantities while others are more. The quantities included in the original contract were estimates.

Balancing change orders do not represent a significant change or expansion in the scope of the contract. It is standard practice for balancing change orders to be prepared and approved by both the owner and the contractor at the conclusion of a construction project to ensure there is agreement by both parties regarding the work completed.

DESCRIBE THE CONSEQUENCES

The agreement between the City and the contractor on balancing change orders is a part of the process for completing and closing out contracts. Once the balancing change order is approved, the process to close the contract can proceed. To protect the City's interests, this process requires the contractor to provide the following:

- an affidavit that all subcontractors, suppliers and laborers have been fully paid
- a maintenance bond
- the written consent from the contractor's bonding company for final payment to be made

Only after the above items have been provided by the contractor does the City release

retainage and make final payment.

This change order represents a decrease of $47,524.74, bringing the current contract amount to $826,064.32.

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 developed this project to reconstruct the pavement and replace the water mains, water services, and sewers on Blakely Avenue from Elm Avenue to Pleasant Street.

On January 30, 2024, City Council approved the award of the contract to Bailey Excavating, Inc. of Jackson, Michigan in the amount of $873,589.06.

SOLUTION

Engineering has prepared this balancing Change Order 1 after final quantities were measured in the field and the costs for added items were obtained from the contractor, compared with industry wide average unit prices and determined to be fair and reasonable. The contractor is in agreement with the final quantities contained with this balancing change order.

FACILITATE IMPLEMENTATION

Approve Change Order 1 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the decreased amount of $47,524.74 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.

ATTACHMENTS

1. Engineering CO 1 Blakely Reconst ATT

CHANGE ORDER NO. 1
To Contract for
ENG23-04A Blakely Avenue Reconstruction
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents, Plans and Specifications of the above-named contract.

ORIGINAL CONTRACT AMOUNT	**$ 873,589.06**
CHANGE ORDER NO. 1	**$ – 47,524.74**
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1	**$ 826,064.32**

REASON FOR CHANGE:

To balance contract quantities for authorized items to match quantities placed in the field and to add extra items that were necessary to complete work in the field.

CONTRACT COMPLETION:

The contract completion date remains unchanged.

_____
Prepared by Jeffrey D. Crow, P.E.
Assistant City Engineer

ACCEPTED BY:

_____ _____
Bailey Excavating, Inc. Date:

ACCEPTED BY:

_____ _____
Troy R. White, P.E., City Engineer Date:

ACCEPTED BY:

_____ _____
Jonathan Greene, City Manager Date:

ENG23-04A_BLAKELY AVE RECONSTRUCTION
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0001	1100001	Mobilization, Max 10%	0.33	0.00	0.33	LS	$ 50,000.00	$ -	$ -
0002	1100001	Mobilization, Max 10%	0.14	0.00	0.14	LS	$ 50,000.00	$ -	$ -
0003	1100001	Mobilization, Max 10%	0.28	0.00	0.28	LS	$ 50,000.00	$ -	$ -
0004	1100001	Mobilization, Max 10%	0.25	0.00	0.25	LS	$ 50,000.00	$ -	$ -
0005	2020004	Tree, Rem, 6 inch to 18 inch	6.00	-2.00	4.00	Ea	$ 1,250.00	$ -	$ (2,500.00)
0006	2030011	Dr Structure, Rem	13.00	3.00	16.00	Ea	$ 500.00	$ 1,500.00	$ -
0007	2030015	Sewer, Rem, Less than 24 inch	1,108.00	-239.50	868.50	Ft	$ 48.10	$ -	$ (11,519.95)
0008	2040020	Curb and Gutter, Rem	730.00	53.00	783.00	Ft	$ 8.34	$ 442.02	$ -
0009	2040055	Sidewalk, Rem	215.00	155.46	370.46	Syd	$ 7.60	$ 1,181.50	$ -
0010	2040080	Exploratory Investigation, Vertical	7.00	-3.00	4.00	Ft	$ 125.00	$ -	$ (375.00)
0011	2040080	Exploratory Investigation, Vertical	7.00	-3.00	4.00	Ft	$ 125.00	$ -	$ (375.00)
0012	2047001	_ Pavt, Sawcut	225.00	-117.00	108.00	Ft	$ 4.81	$ -	$ (562.77)
0013	2047011	_ Driveway, Rem	242.00	100.70	342.70	Syd	$ 8.11	$ 816.68	$ -
0014	2047011	_ Pavt, Rem, Modified	3.00	8.50	11.50	Syd	$ 9.80	$ 83.30	$ -
0015	2050018	Excavation, Rock	2.00	-2.00	0.00	Cyd	$ 100.00	$ -	$ (200.00)
0016	2057002	_ Roadway Grading, Special	6.50	0.00	6.50	Sta	$ 3,600.00	$ -	$ -
0017	2057021	_ Flowable Fill, Non-Structural	4.50	-4.50	0.00	Cyd	$ 190.00	$ -	$ (855.00)
0018	2057021	_ Subgrade Undercutting, 1 x 3	168.00	-168.00	0.00	Cyd	$ 58.50	$ -	$ (9,828.00)
0019	2080016	Erosion Control, Gravel Access Approach	1.00	-1.00	0.00	Ea	$ 1,500.00	$ -	$ (1,500.00)
0020	2080016	Erosion Control, Gravel Access Approach	1.00	-1.00	0.00	Ea	$ 1,500.00	$ -	$ (1,500.00)
0021	2087050	_ Erosion Control, Inlet Protection, Fabri c Drop	4.00	1.00	5.00	Ea	$ 95.00	$ 95.00	$ -
0022	2087050	_ Erosion Control, Inlet Protection, Fabri c Drop	2.00	-2.00	0.00	Ea	$ 95.00	$ -	$ (190.00)
0023	2087050	_ Erosion Control, Inlet Protection, Fabri c Drop	3.00	0.00	3.00	Ea	$ 95.00	$ -	$ -
0024	2087050	_ Erosion Control, Inlet Protection, Fabri c Drop	3.00	0.00	3.00	Ea	$ 95.00	$ -	$ -
0025	2087050	_ Erosion Control, Inlet Protection, Grate Filter, Rectangular	1.00	-1.00	0.00	Ea	$ 95.00	$ -	$ (95.00)
0026	2087050	_ Erosion Control, Inlet Protection, Grate Filter, Rectangular	1.00	-1.00	0.00	Ea	$ 95.00	$ -	$ (95.00)
0027	2087050	_ Erosion Control, Inlet Protection, Grate Filter, Rectangular	1.00	-1.00	0.00	Ea	$ 95.00	$ -	$ (95.00)
0028	2087050	_ Erosion Control, Inlet Protection, Grate Filter, Rectangular	1.00	-1.00	0.00	Ea	$ 95.00	$ -	$ (95.00)
0029	2090001	Project Cleanup	0.33	0.00	0.33	LS	$ 5,000.00	$ -	$ -
0030	2090001	Project Cleanup	0.14	0.00	0.14	LS	$ 5,000.00	$ -	$ -
0031	2090001	Project Cleanup	0.28	0.00	0.28	LS	$ 5,000.00	$ -	$ -
0032	2090001	Project Cleanup	0.25	0.00	0.25	LS	$ 5,000.00	$ -	$ -
0033	3027011	_ Aggregate Base, 8 inch, 21AA, Modified	2,519.00	85.20	2,604.20	Syd	$ 13.60	$ 1,158.72	$ -
0034	4021260	Trench Undercut and Backfill	2.00	-2.00	0.00	Cyd	$ 35.00	$ -	$ (70.00)
0035	4021260	Trench Undercut and Backfill	3.00	-3.00	0.00	Cyd	$ 35.00	$ -	$ (105.00)
0036	4027001	_ Sewer Backfill, Class II	174.00	16.00	190.00	Ft	$ 23.18	$ 370.88	$ -
0037	4027001	_ Sewer, CL E, 12 inch	138.00	52.00	190.00	Ft	$ 60.25	$ 3,133.00	$ -
0038	4027001	_ Sewer, CL E, 18 inch	16.00	-16.00	0.00	Ft	$ 74.74	$ -	$ (1,195.84)
0039	4030308	Dr Structure, Tap, 8 inch	3.00	-3.00	0.00	Ea	$ 375.00	$ -	$ (1,125.00)
0040	4030312	Dr Structure, Tap, 12 inch	1.00	3.00	4.00	Ea	$ 425.00	$ 1,275.00	$ -
0041	4037050	_ Catch Basin Cover, Curb	5.00	0.00	5.00	Ea	$ 885.00	$ -	$ -
0042	4037050	_ Catch Basin Cover, Drive	2.00	0.00	2.00	Ea	$ 950.00	$ -	$ -
0043	4037050	_ Catch Basin, 24 inch Dia	1.00	0.00	1.00	Ea	$ 1,400.00	$ -	$ -
0044	4037050	_ Catch Basin, 48 inch Dia	7.00	-1.00	6.00	Ea	$ 2,788.00	$ -	$ (2,788.00)
0045	4037050	_ MH Cover, Std	7.00	3.00	10.00	Ea	$ 600.00	$ 1,800.00	$ -
0046	4037050	_ Storm Manhole, 60 inch Dia	1.00	0.00	1.00	Ea	$ 4,460.00	$ -	$ -
0047	4037050	_ Utility Structure Cover, Adj, Case 1, Modified	14.00	-3.00	11.00	Ea	$ 800.00	$ -	$ (2,400.00)
0048	4037050	_ Utility Structure Cover, Temp Lower, Mod ified	4.00	0.00	4.00	Ea	$ 475.00	$ -	$ -
0049	5010025	Hand Patching	3.00	-3.00	0.00	Ton	$ 265.00	$ -	$ (795.00)
0050	5010025	Hand Patching	2.00	-2.00	0.00	Ton	$ 265.00	$ -	$ (530.00)
0051	5017011	_ HMA Surface, Rem, Modified	1,978.00	46.42	2,024.42	Syd	$ 6.82	$ 316.58	$ -
0052	5017031	_ HMA, 13A	432.00	24.75	456.75	Ton	$ 141.60	$ 3,504.60	$ -
0053	8010005	Driveway, Nonreinf Conc, 6 inch	184.00	114.07	298.07	Syd	$ 57.60	$ 6,570.43	$ -
0054	8020038	Curb and Gutter, Conc, Det F4	954.00	2.25	956.25	Ft	$ 31.20	$ 70.20	$ -
0055	8027001	_ Driveway Opening, Conc, Det L	194.00	48.50	242.50	Ft	$ 31.20	$ 1,513.20	$ -
0056	8030010	Detectable Warning Surface	60.00	2.00	62.00	Ft	$ 48.00	$ 96.00	$ -
0057	8030030	Curb Ramp Opening, Conc	84.00	60.00	144.00	Ft	$ 31.20	$ 1,872.00	$ -
0058	8030044	Sidewalk, Conc, 4 inch	1,519.00	1,092.00	2,611.00	Sft	$ 4.80	$ 5,241.60	$ -

ENG23-04A_BLAKELY AVE RECONSTRUCTION
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0059	8030046	Sidewalk, Conc, 6 inch	1,309.00	-506.50	802.50	Sft	$ 5.16	$ -	$ (2,613.54)
0060	8032002	Curb Ramp, Conc, 6 inch	742.00	20.19	762.19	Sft	$ 7.34	$ 148.19	$ -
0061	8100371	Post, Steel, 3 lb	14.00	-14.00	0.00	Ft	$ 14.40	$ -	$ (201.60)
0062	8100402	Sign, Type III, Erect, Salv	1.00	0.00	1.00	Ea	$ 240.00	$ -	$ -
0063	8120012	Barr,TypeIII,HighInten,DblSided,Ltd,Furn	5.00	2.00	7.00	Ea	$ 94.50	$ 189.00	$ -
0064	8120012	Barr,TypeIII,HighInten,DblSided,Ltd,Furn	2.00	1.00	3.00	Ea	$ 94.50	$ 94.50	$ -
0065	8120012	Barr,TypeIII,HighInten,DblSided,Ltd,Furn	4.00	1.00	5.00	Ea	$ 94.50	$ 94.50	$ -
0066	8120012	Barr,TypeIII,HighInten,DblSided,Ltd,Furn	4.00	1.00	5.00	Ea	$ 94.50	$ 94.50	$ -
0067	8120013	Barr,TypeIII,HighInten,DblSided,Ltd,Oper	5.00	2.00	7.00	Ea	$ 4.50	$ 9.00	$ -
0068	8120013	Barr,TypeIII,HighInten,DblSided,Ltd,Oper	2.00	1.00	3.00	Ea	$ 4.50	$ 4.50	$ -
0069	8120013	Barr,TypeIII,HighInten,DblSided,Ltd,Oper	4.00	1.00	5.00	Ea	$ 4.50	$ 4.50	$ -
0070	8120013	Barr,TypeIII,HighInten,DblSided,Ltd,Oper	4.00	1.00	5.00	Ea	$ 4.50	$ 4.50	$ -
0071	8120026	Pedestrian Type II Barricade, Temp	3.00	-3.00	0.00	Ea	$ 85.50	$ -	$ (256.50)
0072	8120026	Pedestrian Type II Barricade, Temp	1.00	-1.00	0.00	Ea	$ 85.50	$ -	$ (85.50)
0073	8120026	Pedestrian Type II Barricade, Temp	3.00	-3.00	0.00	Ea	$ 85.50	$ -	$ (256.50)
0074	8120026	Pedestrian Type II Barricade, Temp	3.00	-3.00	0.00	Ea	$ 85.50	$ -	$ (256.50)
0075	8120035	Channelizing Device, 42 in, Fluor, Furn	16.00	0.00	16.00	Ea	$ 24.30	$ -	$ -
0076	8120035	Channelizing Device, 42 in, Fluor, Furn	7.00	0.00	7.00	Ea	$ 24.30	$ -	$ -
0077	8120035	Channelizing Device, 42 in, Fluor, Furn	14.00	0.00	14.00	Ea	$ 24.30	$ -	$ -
0078	8120035	Channelizing Device, 42 in, Fluor, Furn	13.00	0.00	13.00	Ea	$ 24.30	$ -	$ -
0079	8120036	Channelizing Device, 42 in, Fluor, Oper	16.00	0.00	16.00	Ea	$ 1.80	$ -	$ -
0080	8120036	Channelizing Device, 42 in, Fluor, Oper	7.00	0.00	7.00	Ea	$ 1.80	$ -	$ -
0081	8120036	Channelizing Device, 42 in, Fluor, Oper	14.00	0.00	14.00	Ea	$ 1.80	$ -	$ -
0082	8120036	Channelizing Device, 42 in, Fluor, Oper	13.00	0.00	13.00	Ea	$ 1.80	$ -	$ -
0083	8120170	Minor Traf Devices	0.33	0.00	0.33	LS	$ 5,000.00	$ -	$ -
0084	8120170	Minor Traf Devices	0.14	0.00	0.14	LS	$ 5,000.00	$ -	$ -
0085	8120170	Minor Traf Devices	0.28	0.00	0.28	LS	$ 5,000.00	$ -	$ -
0086	8120170	Minor Traf Devices	0.25	0.00	0.25	LS	$ 5,000.00	$ -	$ -
0087	8120310	Sign Cover	1.00	-1.00	0.00	Ea	$ 100.00	$ -	$ (100.00)
0088	8120310	Sign Cover	1.00	-1.00	0.00	Ea	$ 100.00	$ -	$ (100.00)
0089	8120350	Sign, Type B, Temp, Prismatic, Furn	191.00	-79.80	111.20	Sft	$ 4.62	$ -	$ (368.68)
0090	8120350	Sign, Type B, Temp, Prismatic, Furn	81.00	-33.84	47.16	Sft	$ 4.62	$ -	$ (156.34)
0091	8120350	Sign, Type B, Temp, Prismatic, Furn	162.00	-67.69	94.31	Sft	$ 4.62	$ -	$ (312.73)
0092	8120350	Sign, Type B, Temp, Prismatic, Furn	144.00	-60.17	83.83	Sft	$ 4.62	$ -	$ (277.99)
0093	8120351	Sign, Type B, Temp, Prismatic, Oper	191.00	-79.80	111.20	Sft	$ 0.45	$ -	$ (35.91)
0094	8120351	Sign, Type B, Temp, Prismatic, Oper	81.00	-33.84	47.16	Sft	$ 0.45	$ -	$ (15.23)
0095	8120351	Sign, Type B, Temp, Prismatic, Oper	162.00	-67.69	94.31	Sft	$ 0.45	$ -	$ (30.46)
0096	8120351	Sign, Type B, Temp, Prismatic, Oper	144.00	-60.17	83.83	Sft	$ 0.45	$ -	$ (27.08)
0097	8120352	Sign, Type B,Temp,Prismatic,Spec, Furn	3.00	7.80	10.80	Sft	$ 4.74	$ 36.97	$ -
0098	8120352	Sign, Type B,Temp,Prismatic,Spec, Furn	1.00	2.60	3.60	Sft	$ 4.74	$ 12.32	$ -
0099	8120352	Sign, Type B,Temp,Prismatic,Spec, Furn	3.00	7.80	10.80	Sft	$ 4.74	$ 36.97	$ -
0100	8120352	Sign, Type B,Temp,Prismatic,Spec, Furn	3.00	7.80	10.80	Sft	$ 4.74	$ 36.97	$ -
0101	8120353	Sign, Type B,Temp,Prismatic,Spec, Oper	3.00	7.80	10.80	Sft	$ 0.45	$ 3.51	$ -
0102	8120353	Sign, Type B,Temp,Prismatic,Spec, Oper	1.00	2.60	3.60	Sft	$ 0.45	$ 1.17	$ -
0103	8120353	Sign, Type B,Temp,Prismatic,Spec, Oper	3.00	7.80	10.80	Sft	$ 0.45	$ 3.51	$ -
0104	8120353	Sign, Type B,Temp,Prismatic,Spec, Oper	3.00	7.80	10.80	Sft	$ 0.45	$ 3.51	$ -
0105	8120370	Traf Regulator Control	0.33	0.00	0.33	LS	$ 2,500.00	$ -	$ -
0106	8120370	Traf Regulator Control	0.14	0.00	0.14	LS	$ 2,500.00	$ -	$ -
0107	8120370	Traf Regulator Control	0.28	0.00	0.28	LS	$ 2,500.00	$ -	$ -
0108	8120370	Traf Regulator Control	0.25	0.00	0.25	LS	$ 2,500.00	$ -	$ -
0109	8150001	Site Preparation, Max	1.00	0.00	1.00	LS	$ 2,000.00	$ -	$ -
0110	8150002	WateringandCultivating,1st Seasn,Min $1,000.00	1.00	0.00	1.00	LS	$ 1,000.00	$ -	$ -
0111	8150003	WateringandCultivating,2nd Seasn,Min $1,000.00	1.00	0.00	1.00	LS	$ 1,000.00	$ -	$ -
0112	8157050	_ Acer rubrum Bowhall, 2-1/2 inch	2.00	0.00	2.00	Ea	$ 1,500.00	$ -	$ -
0113	8157050	_ Gleditsia triacanthos inermis Skyline, 2 -1/2 inch	2.00	0.00	2.00	Ea	$ 1,500.00	$ -	$ -
0114	8157050	_ Platanus x ocerifolia, 2-1/2 inch	2.00	0.00	2.00	Ea	$ 1,500.00	$ -	$ -
0115	8167011	_ Turf Establishment, Performance	933.00	360.65	1,293.65	Syd	$ 7.20	$ 2,596.68	$ -
0116	8230091	Hydrant, Rem	1.00	-1.00	0.00	Ea	$ 750.00	$ -	$ (750.00)

ENG23-04A_BLAKELY AVE RECONSTRUCTION
BALANCING CHANGE ORDER NUMBER 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Final Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0117	8230391	Gate Box, Adj, Temp, Case 1	5.00	-1.00	4.00	Ea	$ 425.00	$ -	$ (425.00)
0118	8237001	_ Hydrant Extension	1.00	-1.00	0.00	Ft	$ 450.00	$ -	$ (450.00)
0119	8237001	_ Tracer Wire, Modified	709.00	23.00	732.00	Ft	$ 1.50	$ 34.50	$ -
0120	8237001	_ Water Main Backfill, Class II	709.00	23.00	732.00	Ft	$ 37.11	$ 853.53	$ -
0121	8237001	_ Water Main. 6 inch	10.00	2.00	12.00	Ft	$ 134.81	$ 269.62	$ -
0122	8237001	_ Water Main. 8 inch	699.00	21.00	720.00	Ft	$ 119.48	$ 2,509.08	$ -
0123	8237001	_ Water Main. Rem	168.00	-120.00	48.00	Ft	$ 39.90	$ -	$ (4,788.00)
0124	8237001	_ Water Serv Pipe, Cu, 1 inch	220.00	0.00	220.00	Ft	$ 27.00	$ -	$ -
0125	8237050	_ Bond Restoration	9.00	-2.00	7.00	Ea	$ 450.00	$ -	$ (900.00)
0126	8237050	_ Electrical Permit Acquisition and Compli ance	9.00	-2.00	7.00	Ea	$ 450.00	$ -	$ (900.00)
0127	8237050	_ Gate Box, Adj, Case 1, Modified	5.00	1.00	6.00	Ea	$ 625.00	$ 625.00	$ -
0128	8237050	_ Gate Valve and Box, 8 inch, Modified	4.00	1.00	5.00	Ea	$ 2,674.00	$ 2,674.00	$ -
0129	8237050	_ Hydrant Assembly	1.00	0.00	1.00	Ea	$ 6,516.00	$ -	$ -
0130	8237050	_ Plumbing Permit Acquisition and Complian ce	9.00	-2.00	7.00	Ea	$ 450.00	$ -	$ (900.00)
0131	8237050	_ Sanitary Sewer Service Connection with 1 5 inch by 6 inch Wye	7.00	-1.00	6.00	Ea	$ 1,600.00	$ -	$ (1,600.00)
0132	8237050	_ Sewer Lateral Repair	1.00	-1.00	0.00	Ea	$ 575.00	$ -	$ (575.00)
0133	8237050	_ Tracer Wire Grounding Rod	5.00	-1.00	4.00	Ea	$ 115.00	$ -	$ (115.00)
0134	8237050	_ Wall Penetration Sleeve, Sch 40 PVC, 1-1 /2 inch	8.00	-1.00	7.00	Ea	$ 225.00	$ -	$ (225.00)
0135	8237050	_ Wall Penetration Sleeve, Sch 40 PVC, 2 i nch	1.00	-1.00	0.00	Ea	$ 250.00	$ -	$ (250.00)
0136	8237050	_ Water Main Cut and Plug, 6 inch	4.00	-1.00	3.00	Ea	$ 700.00	$ -	$ (700.00)
0137	8237050	_ Water Main, Connect New 8 inch to Existi ng 6 inch	3.00	0.00	3.00	Ea	$ 5,000.00	$ -	$ -
0138	8237050	_ Water Main, Connect New 8 inch to Existi ng 8 inch	1.00	0.00	1.00	Ea	$ 5,000.00	$ -	$ -
0139	8237050	_ Water Meter	9.00	-2.00	7.00	Ea	$ 275.00	$ -	$ (550.00)
0140	8237050	_ Water Meter Acquisition and Radio Readin g Device Coordination	9.00	-2.00	7.00	Ea	$ 275.00	$ -	$ (550.00)
0141	8237050	_ Water Serv, 1 inch	7.00	1.00	8.00	Ea	$ 2,900.00	$ 2,900.00	$ -
0142	8237050	_ Water Serv, Long, 1 inch	2.00	-1.00	1.00	Ea	$ 3,500.00	$ -	$ (3,500.00)
0143	8237050	_ Water Service, Abandon, Two inch Diamete r or Less	9.00	-2.00	7.00	Ea	$ 250.00	$ -	$ (500.00)
0144	8257001	_ Sanitary Sewer Backfill, Class II	648.00	-25.00	623.00	Ft	$ 79.05	$ -	$ (1,976.25)
0145	8257001	_ Sanitary Sewer, SDR 26 PVC, 15 inch	520.00	-299.50	220.50	Ft	$ 136.57	$ -	$ (40,902.72)
0146	8257001	_ Sanitary Sewer, SDR 26 PVC, 8 inch	128.00	269.00	397.00	Ft	$ 85.81	$ 23,082.89	$ -
0147	8257001	_ Sanitary Sewer, Service Connection beyon d 10 feet	165.00	-131.50	33.50	Ft	$ 86.30	$ -	$ (11,348.45)
0148	8257050	_ Concrete Encasement	2.00	-2.00	0.00	Ea	$ 850.00	$ -	$ (1,700.00)
0149	8257050	_ Sanitary Manhole, 48 inch Dia	3.00	1.00	4.00	Ea	$ 3,895.00	$ 3,895.00	$ -
0150	8257050	_ Sanitary Manhole, 60 inch Dia	2.00	-1.00	1.00	Ea	$ 5,766.00	$ -	$ (5,766.00)
0151	8257050	_ Sanitary Manhole, Add Depth of 48 inch d ia, 8 foot to 15 foot	4.00	0.00	4.00	Ea	$ 395.00	$ -	$ -
0152	8257050	_ Sanitary Sewer Service Connection with 8 inch by 6 inch Wye	8.00	-5.00	3.00	Ea	$ 1,280.00	$ -	$ (6,400.00)
0153	8267030	_ Water Main Fittings, DI	600.00	-600.00	0.00	Lb	$ 4.90	$ -	$ (2,940.00)
0154	2020002	Tree, Rem, 19 inch to 36 inch	0.00	1.00	1.00	Ea	$ 2,875.00	$ 2,875.00	$ -
0155	4021231	Sewer Bulkhead, 15 inch Sanitary	0.00	1.00	1.00	Ea	$ 950.00	$ 950.00	$ -
0156	4021234	Sewer Bulkhead, 24 inch Storm	0.00	1.00	1.00	Ea	$ 1,150.00	$ 1,150.00	$ -
0157	4030308	Dr Structure, Tap, 8 inch Sanitary	0.00	1.00	1.00	Ea	$ 875.00	$ 875.00	$ -
0158	4037050	_ Dr Structure Cover, Low Profile	0.00	1.00	1.00	Ea	$ 950.00	$ 950.00	$ -
0159	7067030	_ Steel Reinf, Wire Mesh	0.00	264.60	264.60	Lb	$ 12.00	$ 3,175.20	$ -
0160	7137050	_ Jetting, Sanitary Sewer	0.00	1.00	1.00	Ea	$ 517.50	$ 517.50	$ -
0161	8237001	_ Water Service Pipe, Cu, 3/4	0.00	100.00	100.00	Ft	$ 26.00	$ 2,600.00	$ -
0162	8257001	_ Sanitary Sewer, SDR 26 PVC, 12 inch	0.00	5.50	5.50	Ft	$ 131.63	$ 723.97	$ -

Total:	$ 85,075.80	$ (132,600.54)
Net Change:	$ (47,524.74)	
Current Contract Amount:	$ 873,589.06	
Revised Contract Amount:	$ 826,064.32	

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Zoning map amendment request for 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530).

Recommendation:

Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Chris Atkin, Zoning Administrator

DATE: September 10, 2024

RECOMMENDATION: Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

ISSUE STATEMENT

The applicant is requesting zoning map amendments for 604 Page Avenue (Parcel #6-07520), a 0.20 acre improved lot containing a two-story structure with a building footprint of approximately 1,200 sq/ft, and 612 Page Avenue (Parcel #6-07530), a 0.42 acre improved lot containing a two-story structure with a building footprint of approximately 900 sq/ft. The applicant is the owner of record of the subject properties. It is the applicant's intent to provide residential use on the first/ground floor while maintaining an option for office space.

Additionally, the applicant may divide 612 Page Avenue (Parcel #6-07530) for future residential development.

At the August 7, 2024 regularly scheduled Planning Commission meeting, the following motion was made:

Commissioner Greene motioned to recommend to City Council approval of the zoning map amendment request to rezone 604 Page Ave. (Parcel # 6-07520) and 612 Page Ave. (Parcel # 6-07530) from C-4, General Commercial to R-4, One-Family Residential, based on the following findings:

1. *The proposed zoning designation is consistent with the 2016 Master Plan;*
2. *The proposed zoning designation is consistent with surrounding zoning designations;*
3. *The proposed zoning designation will not be out of character with the surrounding area; and*
4. *Permitted and conditional uses in the R-4, High Density Apartment and Office zoning district are less intensive than those in the C-4, General Commercial zoning district.*

Support from Commissioner Wood.

Motion passed 5-0 by roll call vote.

Yeas: Wood, Greene, Poole, Mauldin, and Hammontree. Nays: None. Absent: Mahoney, Saucedo, Johnson

DESCRIBE THE CONSEQUENCES

Maintaining the current C-4, General Commercial zoning designation may perpetuate the vacancy of commercial space. There has not been water usage at 604 Page Avenue in the previous 10 years and no water usage at 612 Page Avenue since September 2021; this is indicative of vacancy.

OWNERSHIP

The City of Jackson is responsible for sound land use planning through ensuring zoning map amendments are consistent with the Master Plan and Future Land Use Map.

SOLUTION

Approval of zoning map amendment.

FACILITATE IMPLEMENTATION

Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

ATTACHMENTS

1. Packet to Council - 604 and 612 Page Ave. - Rezone

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Chris Atkin, Director of Planning/Zoning Administrator

DATE: Council Meeting – September 10, 2024

RECOMMENDATION: Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

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1. *The proposed zoning designation is consistent with the 2016 Master Plan;*
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Support from Commissioner Wood.

Motion passed 5-0 by roll call vote.

Yeas: Wood, Greene, Poole, Mauldin, and Hammontree. Nays: None. Absent: Mahoney, Saucedo, Johnson

DESCRIBE THE CONSEQUENCES

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SOLUTION

Approval of zoning map amendment.

FACILITATE IMPLEMENTATION

Approval of proposed rezoning/map amendment of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office; as recommended by the City of Jackson Planning Commission on August 7, 2024.

CITY OF JACKSON
Founded 1829

Community Development Department

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4060 or (517) 788-4012 • Facsimile: (860) 971-2151

RECEIVED MAY 22 2024

Application for Map Amendment (Rezone)

Requires a public hearing before the Planning Commission and City Council Approval.

$500.00 fee required with application submittal.

APPLICANT

Name: Reign Bryant / Dwell Cell LLC
Address: 1653 7th St # 78
City: Santa Monica State: CA Zip: 90401
Phone: (310) 936-2540
Email: Reign@DwellCell.com

PROPERTY OWNER ☑ *Same as applicant*

Name: Reign Bryant / Dwell Cell LLC
Address: 1653 7th St # 78
City: Santa Monica State: CA Zip: 90401
Phone: (310) 936-2540
Email: Reign@DwellCell.com

PROPERTY SUBJECT TO REZONING REQUEST

Property Identification #: _____
Address: 612 Page Ave
City: Jackson State: MI Zip: 49203
Nearest Intersection: _____

ADJACENT PROPERTY ZONING AND USE

NORTH – _____ Zoning _____ Use
SOUTH – _____ Zoning _____ Use
EAST – _____ Zoning _____ Use
WEST – _____ Zoning _____ Use

Current Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☐R-4 ☐R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☑C-4 ☐I-1 ☐I-2

Current Use: ☐Residential ☐Commercial ☐Industrial ☑Mixed

Proposed Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☑R-4 ☐R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☐C-4 ☐I-1 ☐I-2

Proposed Use: ☑Residential ☐Commercial ☐Industrial ☐Mixed

Reason for Request: Perceived best use for affordable housing

I hereby attest that I/we have read and understand the application form, that the information submitted is true and accurate, and agree to all the terms, conditions, and other City of Jackson Code requirements. Furthermore, I/we understand all map amendment applications are subject to the procedures of zoning ordinance Section 28-183.

Dwell Cell LLC — Signature of Applicant
5/22/24 — Date
Dwell Cell LLC — Signature of Owner *(If different from applicant)*
5/22/24 — Date

If the owner cannot sign this form, the applicant shall submit a letter of consent from the property owner with this application.

OFFICE USE ONLY

CASE: PRZ24-0002 Application Accepted By: SFoster
Materials Submitted with Application: ☐Plans ☐Other _____
Total Pages Submitted: 1 Amount of Fee Paid: $ 500 ☐Cash ☐Check Check #: C.C.

July 30, 2024

Map Amendment Review (Rezone)
604 Page Avenue (Parcel #6-07520)
612 Page Avenue (Parcel #6-07530)
City of Jackson, Michigan

GENERAL INFORMATION

Applicant: Reign Bryant on behalf of Dwell Cell, LLC
1653 7th St. #78
Santa Monica, CA 90401

Subject Location: 604 Page Avenue (Parcel #6-07520)
612 Page Avenue (Parcel #6-07530)

Received Date: May 22, 2024

Current Zoning: C-4, General Commercial

Proposed Zoning: R-4, High Density Apartment and Office

Action Required: *Procedure following public hearing.* After the public hearing on such amendment, supplement or change, the city planning commission shall make its report. Such report shall be by resolution of the city planning commission carried by the affirmative votes of the majority of members in attendance. Such amendment, supplement or change, with report, shall then be certified in writing to the city council and to the county register of deeds.

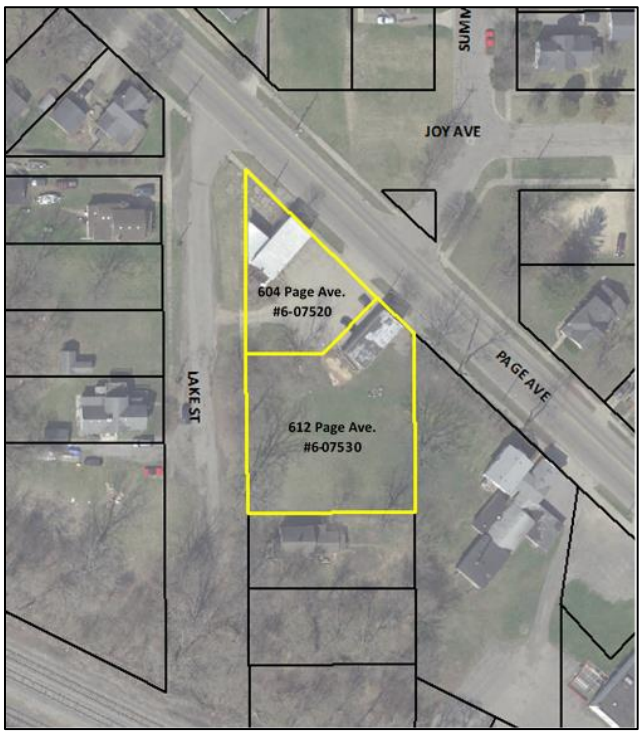
SITE AND PROJECT DESCRIPTION

The applicant is requesting zoning map amendments for 604 Page Avenue (Parcel #6-07520), a 0.20 acre improved lot containing a two-story structure with a building footprint of approximately 1,200 sq/ft, and 612 Page Avenue (Parcel #6-07530), a 0.42 acre improved lot containing a two-story structure with a building footprint of approximately 900 sq/ft. The applicant is the owner of record of the subject properties.

The total area owned by the applicant is approximately 0.62 acres.

It is the applicant's intent to provide residential use on the first/ground floor while maintaining an option for office space. Additionally, the applicant may divide 612 Page Avenue (Parcel #6-07530) for future residential development.

All uses, listed by the applicant or otherwise, are subject to review and approval by the City of Jackson. The process of rezoning does not grant any specific use; all new use is subject to the appropriate review process of the City of Jackson and requires a separate application.



NEIGHBORING ZONING AND LAND USE

The table below identifies the surrounding zoning designations and current land uses.

	North	South	East	West
Current Zoning	R-4, High Density Apartment and Office	R-4, High Density Apartment and Office	C-4, General Commercial	R-4, High Density Apartment and Office
Current Land Use	Residential/Vacant	Vacant	Commercial	Residential/Vacant

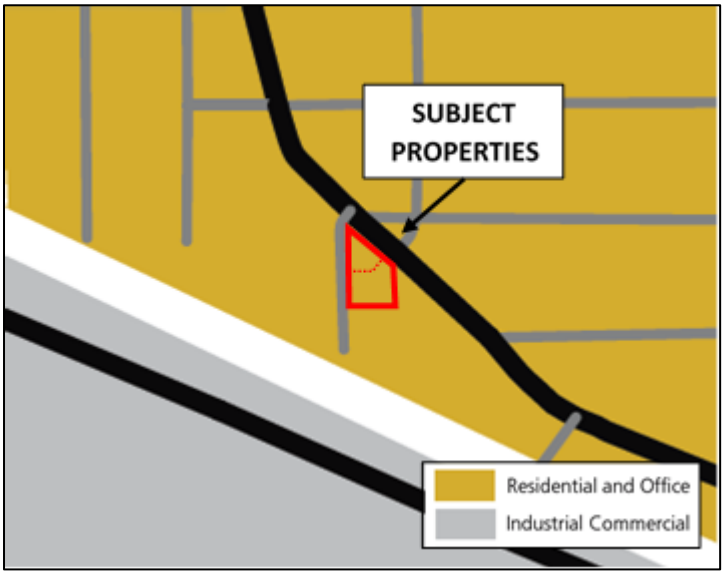


FUTURE LAND USE/MASTER PLAN

The 2016 Future Land Use map demonstrates the use designation of the subject properties as "Residential and Office".

The purpose of the "Residential and Office" classification is described as:

> Surrounding the city's downtown core are several areas that have a more dense and active character than those which consist purely of detached residential dwellings, but which have no significant concentrations of commercial or industrial uses. These medium (scalable) residential neighborhoods provide a variety of housing types including apartments, townhouses, and conversions of single-family dwellings into multiple units based on a form-based approach to create unique and flexible residential living. This category is designed to protect and promote a more intensive residential character than the single family neighborhoods, within a walkable environment. It also offers professional office areas adjacent to the downtown and along select corridors where properties formerly used as residential homes are converted for small offices. Other select uses such as bed and breakfasts should be conditionally permitted.



The proposed zoning classification is consistent with the 2016 Master Plan and Future Land Use map.

DEVELOPMENT POTENTIAL

Suggested "Residential and Office" uses include residential, office, institutional, parks.

The Planning Commission should consider all permitted and conditional uses in the R-4, High Density Apartment and Office zoning district. The following is a list of those uses:

PERMITTED AND CONDITIONAL USES IN THE R-4 ZONING DISTRICT	
Banks, loan and finance offices including drive through facilities	P
Barbershops, beauty shops, tanning salons and other similar personal grooming services	P
Bed and breakfast, tourist homes	P
Churches, synagogues, temples and associated buildings, but not including elementary or secondary school buildings	C
Clinic—Dental or medical	P
Family day care home	P

Group day care home (must be located in a single-family dwelling with a minimum lot size of 7,500 square feet	P
Child care center	C
One-family detached	P
Two-family	P
Multiple-family	P
Conversion of one- and/or two-family residences into multiple-family dwelling units, provided these conform with the lot area and yard requirements prescribed for multiple-family dwellings in this chapter	P
Fraternity or sorority house and college-owned dormitories	P
Funeral home	C
Headquarters for religious, philanthropic and charitable organizations	P
Helicopter landing pad	C
Home occupations, provided all the conditions in the supplemental regulations are met	C
Hospitals, sanitariums and other institutions for human care	C
Institution for children or the aged, but not including penal or correctional institution	C
Laboratory, dental or medical	C
Library, public	C
Registered primary caregiver in accordance with MMMA and Chapter 16.	P
Museum, public	C
Office - Designed to attract and serve customers on the premises	P
Park and/or playground, public	C
Parking lots and/or structures either public or privately owned or operated	C
Pet grooming services	P
Pharmacy, as an accessory use located in the same structure as a medical or dental office or clinic	C
Planned unit residential development	P
Rehabilitation center for handicapped persons	C
Resource centers providing services for the betterment of family relationships, neighborhood quality, occupational skills and educational development and similar uses, but excluding alcohol and drug therapy or counseling centers, crime rehabilitation or counseling centers, halfway houses and similar uses	C
Rooming house, boarding house	P
Schools (elementary, secondary and college levels for academic instruction)	C
Studio, school or similar facility for professional work or instruction of any form of fine arts, ceramics, crafts, music, drama, dance and other similar activities. The incidental provision of such instruction in a single family residence will be considered a home occupation.	C
Travel agencies	P
Any residential accessory use or structure clearly incidental and customary to the operation of the uses by right (such as a garage) when located on the same property	P
Legal nonconformities	C

ESSENTIAL FACILITIES AND SERVICES

The subject properties are currently served, or have access to, essential city facilities and services.

TRAFFIC IMPACT AND SITE ACCESS

There will be little impact or change to the current traffic volume; site access to be determined at the time of site plan review.

CONCLUSION/FINDINGS

For the planning commissions consideration, provided below is a summary of findings as they apply to the proposed rezoning of 604 Page Avenue (Parcel #6-07520) and 612 Page Avenue (Parcel #6-07530) from C-4, General Commercial to R-4, High Density Apartment and Office.

- The proposed zoning designation is consistent with the 2016 Master Plan; and
- The proposed zoning designation is consistent with surrounding zoning designations.
- The proposed zoning designation will not be out of character with the surrounding area.
- Permitted and conditional uses in the R-4, High Density Apartment and Office zoning district are less intensive than those in the C-4, General Commercial zoning district.

Based on the above findings, staff is of the opinion that the Planning Commission recommends approval to City Council for the zoning map amendment requests.

Respectfully,



Christopher M. Atkin
Planning Director, City of Jackson
cc: Applicant

CITY OF JACKSON
PLANNING COMMISSION
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN the City of Jackson Planning Commission will hold a public hearing to hear a zoning classification amendment request for the property listed below and pursuant to Section 28-183 of the City of Jackson Zoning Ordinance.

Applicant:

Reign Bryant on behalf of Dwell Cell, LLC
1653 7th St. #78
Santa Monica, CA 90401

Subject property location:

604 Page Avenue (Parcel #6-07520)
612 Page Avenue (Parcel #6-07530)

Requested action:

The applicant is requesting the zoning classification amendment for two (2) properties currently zoned C-4, General Commercial to zoning classification R-4, High Density Apartment and Office.

Effect of request:

The zoning classification amendment for the subject property will allow permitted and conditional uses in the R-4, High Density Apartment and Office.

YOU ARE FURTHER NOTIFIED that the City of Jackson Planning Commission will hear all oral and written comments regarding the proposed zoning classification amendment request at:

6:00PM on August 7, 2024 in
City Hall Council Chambers, 2nd Floor
161 W. Michigan Avenue
Jackson, MI 49201

Reasonable accommodations for individuals with disabilities will be made if notification is received ten (10) days prior to the public hearing.

If you are interested in this request you may attend the public hearing or contact Chris Atkin at 517-768-6433 or catkin@cityofjackson.org with comments; written comments should be mailed to 161 W. Michigan Avenue, Jackson, MI. All comments and/or questions must be received no later than 5:00PM on August 7, 2024.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Approve Purchase of Three Police Patrol Vehicles

Recommendation:

Approve purchase of three police patrol vehicles for $143,304.

I recommend approving the purchase of three police patrol hybrid vehicles for $143,304.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Elmer Hitt, Public Safety Director

DATE: September 10, 2024

RECOMMENDATION: Approve purchase of three police patrol vehicles using the current State of Michigan contract for $143,304.

ISSUE STATEMENT

The Jackson Police Department's patrol vehicle fleet is aging. Vehicles have been difficult to acquire due to ongoing supply chain issues caused by the COVID pandemic.

DESCRIBE THE CONSEQUENCES

Patrol vehicles incur high number of miles driven as well as high numbers of idle hours. This constant wear and tear means they become less reliable, have higher numbers of breakdowns, and need increasingly more expensive maintenance.

OWNERSHIP

Reliable transportation for our police officers ensures the quickest response possible to a citizen's call for service. In addition, patrol cars are our police officers' offices, where they complete reports and contact citizens during investigations.

SOLUTION

Patrol vehicles are rotated into and out of the Police Department's fleet periodically to ensure reliable equipment is available to patrol officers. The Police Department budgeted $144,000 in the FY 24/25 budget for this purchase. The current State of Michigan contract price per vehicle for a pursuit-rated Ford Explorer is $47,868. Purchasing three vehicles under this contract would equal $143,304, which is less than the budgeted amount. These are hybrid vehicles, which will result in lower fuel usage and costs.

FACILITATE IMPLEMENTATION

Approve the purchase of three 2025 Utility Police Interceptor Ford Explorers for use by the Police Department.

ATTACHMENTS

1. Vehicle Info

State of Michigan
2025 Utility Police Interceptor
Major Standard Equipment

MECHANICAL
● Axle Ratio – 3.73 (AWD)
● Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
● Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks Note: Includes Class III Trailer Tow Lighting Package
● Column Shifter
● DC/DC converter – 220-Amp (in lieu of alternator)
● Drivetrain – All-Wheel-Drive
● Electric Power-Assist Steering (EPAS) – Heavy-Duty
● Engine – 3.3L V6 Direct-Injection FFV
● Engine Hour Idle Meter
● Engine Hour Meter
● Engine Oil Cooler
● Fuel Tank – 19-gallons
● H8 AGM Battery (850CCA/92-amp)
● Lithium-Ion Battery Pack
● Manual Police Pursuit Mode (Steering Wheel Switch Execution)
● Suspension – independent front & rear
● Transmission – 10-speed automatic
● Transmission Oil Cooler

EXTERIOR
● Antenna, Roof-mounted
● Cladding – Lower bodyside cladding (MIC)
● Door Handles – Black (MIC)
● Exhaust, True Dual (down-turned)
● Daytime Running Lamps – Configurable ON/OFF through instrument cluster Note: Select option (942) if desire is to have Daytime Running Lamps permanently on (cannot be turned off or reprogrammed)
● Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
● Glass – 2 nd Row, Rear Quarter and Liftgate Privacy Glass
● Grille – Black (MIC)
● Headlamps – Automatic, LED Low-and-High-Beam
Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
— Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
— Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
— Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
● Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
● Mirrors – Black Caps (MIC), Dual Pwr/Heated/Manual Fold Back Mirror
● Spare – Full size 18" Tire w/TPMS
● Spoiler – Painted Black
● Liftgate Handle – (MIC)
● Tail lamps – LED
● Tail Lamp Prep Kit
● Tires – 255/60R18 A/S BSW
● Wheel-Lip Molding – Black (MIC)
● Wheels – 18" x 8.0 painted black steel with polished stainless steel hub cover
● Windshield – Acoustic Laminated

INTERIOR/COMFORT
● Cargo Hooks in cargo area
● Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
● Climate Control – Rear Aux A/C System
● Dark Car
● Door-Locks
— Power
— Rear-Door Handles and Locks Operable
● Fixed Pedals (Driver Dead Pedal)
● Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
● Glove Box – Locking/non-illuminated
● Grab Handles – (1 – Front-passenger side, 2-Rear)
● Heated Sanitization Solution
● Liftgate Release Switch located in overhead console (45 second timeout feature)
● Lighting
— Overhead Console
— Red/White Task Lighting in Overhead Console
● Mirror – Day/night Rear View
● Particulate Air Filter
● Powerpoints – (2) USB A+C Type Ports
● Rear-door closeout panels
● Rear-window Defrost
● Scuff Plates – Front & Rear
● Seats
— 1 st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
— 1 st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way power lumbar)
— 1 st Row – Passenger 4-way Power track with 2-way power recline and 2-way power lumbar
— Built-in steel intrusion plates in both driver/passenger seatbacks
— 2 nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
● Red and White Dome Lamp in Cargo Area
● Speed (Cruise) Control
● Speedometer – New 12.3» Display Calibrated (includes digital readout)
● Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4 user – configurable latching switches
● Sun visors, color-keyed, non-illuminated
● Universal Top Tray – Center of I/P for mounting aftermarket equipment
● Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

SAFETY/SECURITY
● AdvanceTrac® w/RSC® (Roll Stability Control®)
● Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
● Anti-Lock Brakes (ABS) with Traction Control
● BLIS® – Blind Spot Monitoring with Cross-traffic Alert
● Brakes – Police calibrated high-performance regenerative braking system
● Belt-Minder® (Front Driver / Passenger)
● Cross Traffic Brake Assist (HNYAC)
● Child-Safety Locks (capped; set to "on")
● Individual Tire Pressure Monitoring System (TPMS)
● LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
● Police Perimeter Alert detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking.
● Pre-Collision Mitigation system Note: Includes unique one-touch temporary disable switch for Law Enforcement use
● Rearview Camera viewable on 8" Center Stack Screen
● 1/4 Scale Rear Camera Display (Available)
● Reverse Sensing System
● Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
● SOS Post-Crash Alert System™

FUNCTIONAL
● 100 Watt Siren/Speaker Prep Kit
● Speed Control
● Audio
— AM/FM / MP3 Capable / Clock / 4-speakers
— SYNC® Phoenix
— Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
— USB Port — (1)
— 8" Color LCD Screen Center-Stack "Smart Display
— Supports Android Auto and Apple CarPlay
● UIS (Upfitter Interface System) Located behind 2nd row passenger seat floorboard
● Easy Fuel® Capless Fuel-Filler
● Fleet Telematics Modem
— Allows data to be provided to support Ford Pro™ Telematics and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673)
● Front door tether straps (driver/passenger)
● PAITRO output tied to liftgae release switch (Police Accessory Independent Timed-Release Output)
● Police Engine Idle
● Power pigtail harness
● Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
● Keyless Entry – Key FOB Only (Less PATS) – Includes 4 fobs
● Two-way radio pre-wire
● Two (2) 50 – amp battery power circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
● Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper

WARRANTY
● 3 Year / 36,000 Miles Bumper / Bumper
● 8 Year / 100,000 Miles Hybrid Unique Components

POWERTRAIN CARE EXTENDED SERVICE PLAN
● 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Police Interceptor Utility Base Prices

[ ] Utility All Wheel Drive (3.3L V6 Direct-Injection FFV, 136 MPH, 99B/44U) **K8A/500A $44,591.00**
[ ] Utility All Wheel Drive (3.0L V6 EcoBoost, 148 MPH, 99C/44U) **K8A/500A $47,965.00**
[X] Utility All Wheel Drive (3.3L V6 Direct-Injection Hybrid Eng., 136 MPH, 99W/44B) **K8A/500A $47,118.00**

VEHICLE COLOR: Order Code		Interior Trim Color Charcoal Black (9W)
Dark Blue	[LK]	[ ]
Royal Blue	[LM]	[ ]
Vermillion Red	[E4}	[ ]
Silver Grey Metallic	[TN]	[ ]
Iconic Silver Metallic	[JS]	[ ]
Agate Black	[UM]	[ ]
Oxford White	[YZ]	[ ]
Sterling Grey Metallic	[UJ]	[ ]
Carbonized Grey	[M7]	[ ]

INTERCEPTOR OPTIONAL FEATURES:

	Code	$Cost
Flooring/Seats		
[ ] 1st and 2nd row carpet floor covering	16C	150.00
[ ] 2nd Row Cloth Seats	F6/ 88F	70.00
[ ] Rear Console Plate (Not available with Interior Upgrade Pkg – 65U)	85R	60.00
[ ] Interior Upgrade Package	**65U**	**390.00**
• 1st and 2nd Row Carpet Floor Covering		
• Cloth Seats – Rear		
• Center Floor Console less shifter w/unique Police console finish plate		
• Includes Console and Top Plate with 2 cup holders		
• Floor Mats, front and rear (carpeted)		
• 18” Aluminum Wheel		
• Selectable Sport Mode		
• High Series Headlamp with LED Corner Warning Lights		
• Includes SYNC® Phoenix		
Note: Note: Not available with EcoBoost Powertrain (99C/44U).		
Lamps/Lighting		
[ ] Side Marker LED – Sideview Mirrors (Red / Blue)	63B	340.00
[ ] Rear Quarter Glass Side Marker Lights	63L	580.00
[ ] Front Warning Auxiliary Light (Driver side – Red / Passenger side – Blue)	21L	580.00
[ ] Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel)	43A	400.00
[ ] Rear Spoiler Traffic Warning Light	96T	1500.00
[ ] Spot Lamp – Driver Only (LED Bulbs) (Unity)	51R	400.00
[ ] Spot Lamp – Driver Only (LED Bulbs) (Whelen)	51T	420.00
[X] Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Unity)	51S	620.00
[ ] Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Whelen)	51V	670.00
Body		
[ ] Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass)	92G	120.00
[ ] Glass – Solar Tint 2nd Row (Privacy Glass on Rear Quarter and Liftgate Window)	92R	90.00
[ ] Deflector Plate	76D	340.00
Wheels		
[ ] Wheel Covers (18" Full Face Wheel Cover)	65L	60.00
Misc		
[ ] Engine Block Heater	41H	190.00
[ ] License Plate Bracket – Front	153	N/C
[ ] Badge Delete (Police Interceptor Badge Only)	16D	N/C
[ ] 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	350.00
[ ] Noise Suppression Bonds (Ground Straps)	60R	100.00
[ ] Rear Bumper Step Pad	16P	100.00

Audio/Video

[ ] 12.1" Integrated Computer Screen — **47E** — **3700.00**
- Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area
- Includes Audio Video Extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable
- Includes SYNC Phoenix ®

[ ] ¼ Size Picture in Picture (8" Rear Camera Image in upper lefthand quadrant of display). **Not available** with Integrated Computer Screen (47E) — 87M — N/C

Doors/Windows

[ ] Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the overhead console liftgate unlock switch) — **18D** — **N/C**

******* **OLD STYLE REAR HATCH LOCK / UNLOCK** *********

[ ] Hidden Door Lock Plunger, Rear Door Handle and Rear Windows Inoperable — 52P — 160.00

[X] Rear Door Handles Inoperable/Locks Inoperable and Rear Windows Inop. — 68G — 80.00

[X] Lock system; Single Key/All Vehicles Keyed Alike — 59_ — 50.00

Keyed Alike 1284x= **59B** Keyed Alike 1294x= **59C** Keyed Alike 0135x= **59D**
Keyed Alike 1435x= **59E** Keyed Alike 0576x= **59F** Keyed Alike 0151x= **59G**
Keyed Alike 1111x= **59J**

Safety & Security

[ ] Ballistic Door Panels – Driver Front Door Only (Level 3+)	90D	1590.00
[ ] Ballistic Door Panels – Driver & Pass Front Doors (Level 3+)	90E	3170.00
[ ] Ballistic Door Panels – Driver Front Door Only (Level 4+)	90F	2420.00
[ ] Ballistic Door Panels – Driver & Pass Front Doors (Level 4+)	90G	4830.00
[ ] Extra Key $10.00x___=	Parts	10.00 ea
[ ] Remote Starter	Parts	550.00
[ ] Gun Vault (Not Available with (17A) Aux Air Conditioning)	63V	270.00

[ ] Front Headlamp Lighting Solution — **66A** — **900.00**
- Includes LED Low beam/High beam headlamp, Wig-wag function and (2) Red/Blue/White LED side warning lights in each headlamp (factory configured: driver's side White/Red / passenger side White/Blue)
- Includes pre-wire for grille LED lights, siren and speaker (60A)
- Wiring, LED lights included (in headlamps only; grille lights not included). Controller "not" included

Note: Included with Ready for the Road (67H)
Note: Recommend using Ultimate Wiring Package (67U)
Note: Included with Police Upgrade Package (65U)

[ ] Tail Lamp Lighting Solution — **66B** — **430.00**
- Includes LED Tail Lamp Wig-Wag Module
- LED lights only. Wiring, controller "not" included

Note: Included with Ready for the Road (67H)
Note: Recommend using Ultimate Wiring Package (67U

[ ] Rear Lighting Solution — **66C** — **460.00**
- Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass
- Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open)
- LED lights only. Wiring, controller "not" included

Note: Included with Ready for the Road (67H)
Note: LED lights only – does "not" include wiring or controller

[ ] Police Wire Harness Connector Kit – Front/Rear — **67V** — **200.00**

For connectivity to Ford PI Package solutions includes:

- **Front**
  - (2) Male 4-pin connectors for siren
  - (5) Female 4-pin connectors for lighting/siren/speaker
  - (1) 4-pin IP connector for speakers
  - (1) 4-pin IP connector for siren controller connectivity
  - (1) 8-pin sealed connector
  - (1) 14-pin IP connector
- **Rear**
  - (2) Male 4-pin connectors for siren
  - (5) Female 4-pin connectors for lighting/siren/speaker
  - (1) 4-pin IP connector for speakers
  - (1) 4-pin IP connector for siren controller connectivity
  - (1) 8-pin sealed connector

[ ] Ultimate Wiring Package **67U** **640.00**

- Rear console mounting plate (85R) – contours through 2nd row; channel for wiring
- Pre-wiring for grille LED lights, siren and speaker (60A)
- Wiring harness I/P to rear cargo area (overlay)

– Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille)
– One (1) 10-amp siren/speaker circuit engine compartment

- Rear hatch/cargo area wiring – supports up to six (6) rear LED lights
- Does "not" include LED lights, side connectors or controller

Note: Recommend Police Wire Harness Connector Kit 67V
Note: Not available with options: 65U, 67H

[ ] Ready for the Road Package All-in Complete Package **67H** **3800.00**

All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus

- Whelen Cencom Light Controller Head with dimmable backlight
- Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat)
- Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails
- High current pigtail
- Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head
- Pre-wiring for grille LED lights, siren and speaker (60A)
- Rear console plate (85R) – contours through 2nd row; channel for wiring
- Grille linear LED Lights (Red / Blue) and harness
- 100-Watt Siren / Speaker
- Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P)

Note: Not available with options: 66A, 66B, 66C, 67U and 65U

Extended Warranty Option's ($0.00 Deductible) 100,000 Mile Coverage

[ ] 5-Year Premium Care Warranty (500 Plus Components Coverage) **2950.00**

Total Price $ 47868 ea

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Approve Purchase of Firefighter Turnout Gear

Recommendation:

Approve purchase of firefighter turnout gear

I recommend approving the purchase of firefighter turnout gear for all members of the Jackson Fire Department, using a combination of State of Michigan grant funds and general fund monies budgeted in in the 24/25 fiscal year.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Elmer Hitt, Public Safety Director

DATE: September 10, 2024

RECOMMENDATION: Approve purchase of firefighter turnout gear primarily funded by the State of Michigan's Firefighter Turnout Gear grant.

ISSUE STATEMENT

Firefighters rely on the protection of their turnout gear to keep them safe when they are working to suppress or extinguish a fire. Turnout gear typically comes in a set of two pieces, a jacket and pants. This gear has a life expectancy of 3 to 7 years according to the National Fire Protection Association (NFPA), depending on its use. The NFPA requires turnout gear be retired when it reaches the 10th year past its manufacturing date.

DESCRIBE THE CONSEQUENCES

Gear that is past its prime may cause serious injury or worse to the firefighter wearing it. Turnout gear breaks down more quickly the more often it is worn. Purchasing an additional set of turnout gear for each firefighter allows all sets of gear to last longer, provides a serviceable set of gear when one set is being cleaned or repaired, and ensures all firefighters on the Department have the protective gear they need.

OWNERSHIP

Turnout gear is replaced on a rotational basis as the budget allows. There is a long lead time to receive turnout gear once its ordered due to supply chain issues. The Fire Department does its best to anticipate gear replacement, however when gear gets damaged within its life cycle, these occurrences are difficult to predict. Having a second set of gear helps minimize the impact of this long lead time.

SOLUTION

The Michigan Department of Labor and Economic Opportunity has awarded the City of Jackson $98,000 in funds as part of their Firefighter Turnout gear grant. This is a state-wide grant which provides funds to every interested fire department in the state to purchase turnout gear for their suppression personnel. The plan is to use these funds to purchase turnout gear for all 28 members of Suppression. Four additional sets of gear will be purchased using monies

budgeted in the Fire Department's general fund budget for FY 24/25. Those four sets will be for the Deputy Director, both Assistant Chiefs, and the Fire Inspector. As administrative members of the Department, the grant does not cover the cost of their gear, even though they oftentimes are responding to fire scenes, as well.

FACILITATE IMPLEMENTATION

The Jackson Fire Department would purchase 32 sets of turnout gear to outfit all firefighting personnel with updated protective equipment.

ATTACHMENTS

1. 09-10-24 - Turnout Gear Honeywell letter
2. 09-10-24 - Turnout Gear Quote
3. 09-10-24 - Turnout Gear Bid Summary

Honeywell
First Responder Products
(formerly Total Fire Group)
#1 Innovation Court
Dayton, OH 45414
937-264-2662
937-264-2677 Fax

March 26, 2024

Re: Authorized Dealer

To Whom it may concern:

Honeywell First Responder products is pleased to acknowledge Municipal Emergency Services, Inc. (MES) as an Preferred/Authorized Distributor of our Honeywell First Responder Tails Coats, Pants, Helmets, hoods and boots in the state of Michigan.

If you have any questions or concerns, please feel free to contact me directly.

Sincerely,

Heather Ramsey

Heather Ramsey
Honeywell First Responder Products
937-410-7425

MUNICIPAL EMERGENCY SERVICES

(877) 637-3473

Quote

Quote #	QT1847927
Date	08/16/2024
Expires	08/31/2024
Sales Rep	Bittikofer, Rob
PO #	Tails Gear
Shipping Method	FedEx Ground
Customer	JACKSON CITY FIRE DEPT (MI)
Customer #	C242249

Bill To

JACKSON CITY FIRE DEPT (MI)
518 N. JACKSON STREET
JACKSON MI 49201
United States

Ship To

JACKSON CITY FIRE DEPT (MI)
518 N. JACKSON STREET
JACKSON MI 49201
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
HFRP Tail Coat	MIJACO00030		MIJACO00030 HFRP Tail Coat Tails Coat Pioneer Gold O.S/ Glide Ice 2 layer T.L/ Sted Air 4000 M.B/ Zipper	1	$1,985.00	$1,985.00
HFRP Tail Pant	MIJACO00031		MIJACO00031 HFRP Tail Pant Tails MPL Pant same Layers as coat	1	$1,515.00	$1,515.00

Subtotal	$3,500.00
Shipping Cost	$0.00
Tax Total	$0.00
Total	$3,500.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

QT1847927

CITY OF JACKSON
Founded 1829

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

BID SUMMARY SHEET

The JACKSON FIRE DEPT. **department requested**

bids for TURNOUT GEAR **on** AUG 2024**.**

SUMMARY OF BIDS (Three bids minimum, if practical):

VENDOR	BID SUBMITTED
MES	$3,500 PER SET

If less than three bids are received, please provide an explanation below:

MES IS A SOLE PROVIDER OF OUR DEPT. GEAR SPEC. IN THE STATE OF MI. PLEASE SEE ATTACHED LETTER.

If not awarding to the lowest bidder, please provide an explanation below:

ATTACH COPIES OF ALL BIDS RECEIVED.

Department Head Signature: _____

Date

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Receive HUD Substantial Amendment #1 and Establish a Public Hearing

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Recommendation:

> Receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024

Receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024

Attached is a memorandum from Shane LaPorte, Director of Community Development, requesting City Council to receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024

I recommend approval of the request. Your consideration and concurrence is appreciated.
JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: September 10, 2024

RECOMMENDATION: Receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024

ISSUE STATEMENT

Jackson's Citizen Participation Plan requires the submission of a "substantial amendment" to an Annual Action Plan when it proposes to change the original purpose, location, or class of beneficiaries of a previously-approved activity whose cost exceeds twenty (20%) percent of the entitlement amount for the current program year. This requires the creation of a substantial amendment report, followed by a 30-day period for citizen comment, and finally submission to HUD.

Substantial Amendment #1 provides detail regarding the reallocation process, the proposed project to receive funding, and availability of the report for the public to review and comment. The proposed reallocation of HOME funds for a Habitat for Humanity construction project meets the HOME requirement to set aside a minimum of 15% of the City's annual awarded funds for a CHDO-recognized activity. The proposed project also aligns with the City's Five-Year Consolidated Plan and its 2024-2025 Annual Action plan goals and objectives, reallocating surplus funds from a previous Habitat for Humanity project to a new single-family affordable construction project.

DESCRIBE THE CONSEQUENCES

Failure to establish a public hearing on September 24, 2024 will delay the possible approval of Substantial Amendment #1. Failure to approve this substantial amendment will also jeopardize the City's ability to meet its required 15% CHDO funding set-aside, and will jeopardize the City's requirement to spend the remainder of the surplus HOME funds from a previous Habitat for Humanity (CDHO) project.

OWNERSHIP

The City of Jackson Community Development Department manages CDBG and HOME funds received from HUD. Staff administer funds through various City Council-approved programs,

assisting community members and supporting various activities to benefit both low-moderate income individuals and all citizens of Jackson. Reporting, funding suggestions, and substantial amendment submission is handled by the Community Development Department.

SOLUTION

On September 24, 2024, City Council will consider final approval and submission of Substantial Amendment #1 to HUD. A public hearing on that date will offer citizens an opportunity to provide comments regarding the proposed activities. Comments received during the public hearing or by the Grant Coordinator during the open comment period will be included in the final Substantial Amendment before submission to HUD. The draft Substantial Amendment #1 is attached, and City Council members are welcome to request modifications if deemed necessary before submission.

FACILITATE IMPLEMENTATION

Requested action is for City Council to receive and place on file a draft of Substantial Amendment #1 to the 2024-2025 Annual Action Plan and establish a Public Hearing on September 24, 2024.

ATTACHMENTS

1. Substantial Amendment 1 - HOME 2024 (draft)

JACKSON

Founded 1829

Substantial Amendment 1 to the 2024-2025 Annual Action Plan

Home Investment Partnership Program (HOME)



The attached document is a draft report. Please display until

Wednesday, September 25, 2024

Citizens are encouraged to provide comments regarding this report in writing to:

Community Development Department
ATTN: Cory Mays
161 W Michigan Ave, Jackson, MI 49201

Prepared by:

City of Jackson
Community Development Department
161 W Michigan Ave
Jackson MI 49201
517-768-6461

Substantial Amendment 1
to the
2024 – 2025 Annual Action Plan,
Year Five of the
2020 – 2024 Five Year Consolidated Plan

Executive Summary

The U.S. Department of Housing and Urban Development (HUD) published its annual formula allocations to entitlement communities and participating jurisdictions on May 7, 2024. The City of Jackson received an annual allocation of $278,557 through the Home Investment Partnerships Program (HOME). The Jackson City Council approved the submission of the 2024-2025 Annual Action Plan and funding allocations for the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds at their May 14th, 2024 meeting. During the preparation of the 2024-2025 Annual Action Plan, no specific plans were in place for the utilization of funds, although potential activities were being explored. When combined with anticipated program income in the amount of $20,200, the City expects to have $298,757 available to allocate toward affordable housing activities as a Participating Jurisdiction (PJ).

The Annual Action Plan specifically identified "homebuyer housing" as a goal for the use of HOME funds. The Five-Year Consolidated Plan indicated a need for new housing unit production to increase the availability of affordable housing to the City's low-income residents pursuing the American Dream of homeownership. The Five-Year Plan further named Habitat for Humanity as a specific Community Housing Development Organization (CHDO) partner for this work. The City of Jackson Housing Strategy and Policy Framework (March 2023) is a comprehensive, data-informed needs assessment of current and future housing needs. It identified the need for the rehabilitation of 3,000 existing units and the construction of 1,500 new units over a ten-year period.

During numerous Public Hearings over the past five years (and most specifically during the public hearing held prior to the development of the 2024-25 Annual Action Plan), the need for affordable housing was a recurring theme. The City of Jackson's current requirements for the use of HOME funds are as follows:

- **Administration** – no *more* than 10% of the annual budget may be set aside for administrative and planning activities ($29,876 maximum in FY 2024-25)
- **CHDO Reserve** – no *less* than 15% of the annual budget **must** be set aside for eligible CHDO activities ($44,814 minimum in FY 2024-25)
- **CHDO Operating** – (optional) cannot exceed 5% of the annual budget ($14,938 maximum in FY 2024-25)

In response to the popular citizen comments regarding the need for more affordable housing options, the City of Jackson proposes to allocate a portion of its FY 2024-2025 HOME grant to the Greater Jackson Habitat for Humanity for the construction of an affordable, accessible home for purchase by an income-qualifying family.

General Information

Grantee Name:	City of Jackson, Michigan
Department Administering Funds:	Community Development
Contact:	Cory Mays, Grant Coordinator 161 W Michigan Ave Jackson, MI 49201 (517) 768-6461 cmays@cityofjackson.org
Authorized Official	Daniel Mahoney, Mayor 161 W Michigan Ave Jackson, MI 49201 (517) 788-4028 dmahoney@cityofjackson.org
Website:	www.cityofjackson.org
Amount of HOME Allocation:	$161,000

Action Plan Amendments

The proposed changes to the 2024 – 2025 Annual Action Plan reallocates remaining HOME funding from a completed activity and CHDO reserve funds. The reallocation will leave no fund balance for the stated activity and permit closure of the project on HUD's reporting system. The reallocation will also allow the City to meet its required 15% CHDO set-aside for fiscal year 2022.

Fiscal Year	Program Year	Activity	Budgeted Amount	Amount to Reallocate
2021-2022	47	DeLand Point Program	$1,124,404.00	$89,797.26
2022-2023	48	DeLand Point Operating	$84,026.00	$14,669.36
2022-2023	48	CHDO Reserve	$129,404.00	$56,533.38
			Total to Reallocate:	**$161,000.00**

5	**Goal Name**	~~CHDO Reserve~~ New Construction
	Goal Description	~~HOME funds set aside for future CHDO-eligible projects yet to be identified~~ The approved CHDO activity involves the construction of a new housing unit, which will be sold to an income-qualified person or family upon completion

8	**Project Name**	CHDO Reserve Activity
	Target Area	West of Henry Ford Allegiance Health; ~~East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr~~
	Goals Supported	~~CHDO Reserve~~ New Construction
	Needs Addressed	Affordable Housing; the creation of one (1) affordable housing unit
	Funding	~~HOME: $269,757~~ HOME: $89,797.26 *(FY 2021-2022)* $14,669.36 *(FY 2022-2023)* $56,533.38 *(FY 2022-2023)* **$161,000.00** *(total from various fiscal years)*
	Description	~~Funds held in reserve for use by a certified CHDO on future eligible activities~~ Set-aside no less than 15% of the City's annual HOME allocation to a CHDO-eligible activity.
	Target Date	~~6/30/2028~~ 12/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	~~Specific activities will be determined in the future~~ One (1) low to moderate-income family
	Location Description	~~Specific activities will be determined in the future~~ 316 E. Trail Street, located in Census Tract 2, Block Group 2
	Planned Activities	~~To be determined~~ Construct one (1) new homebuyer housing unit for a low income person or family

Proposed Project

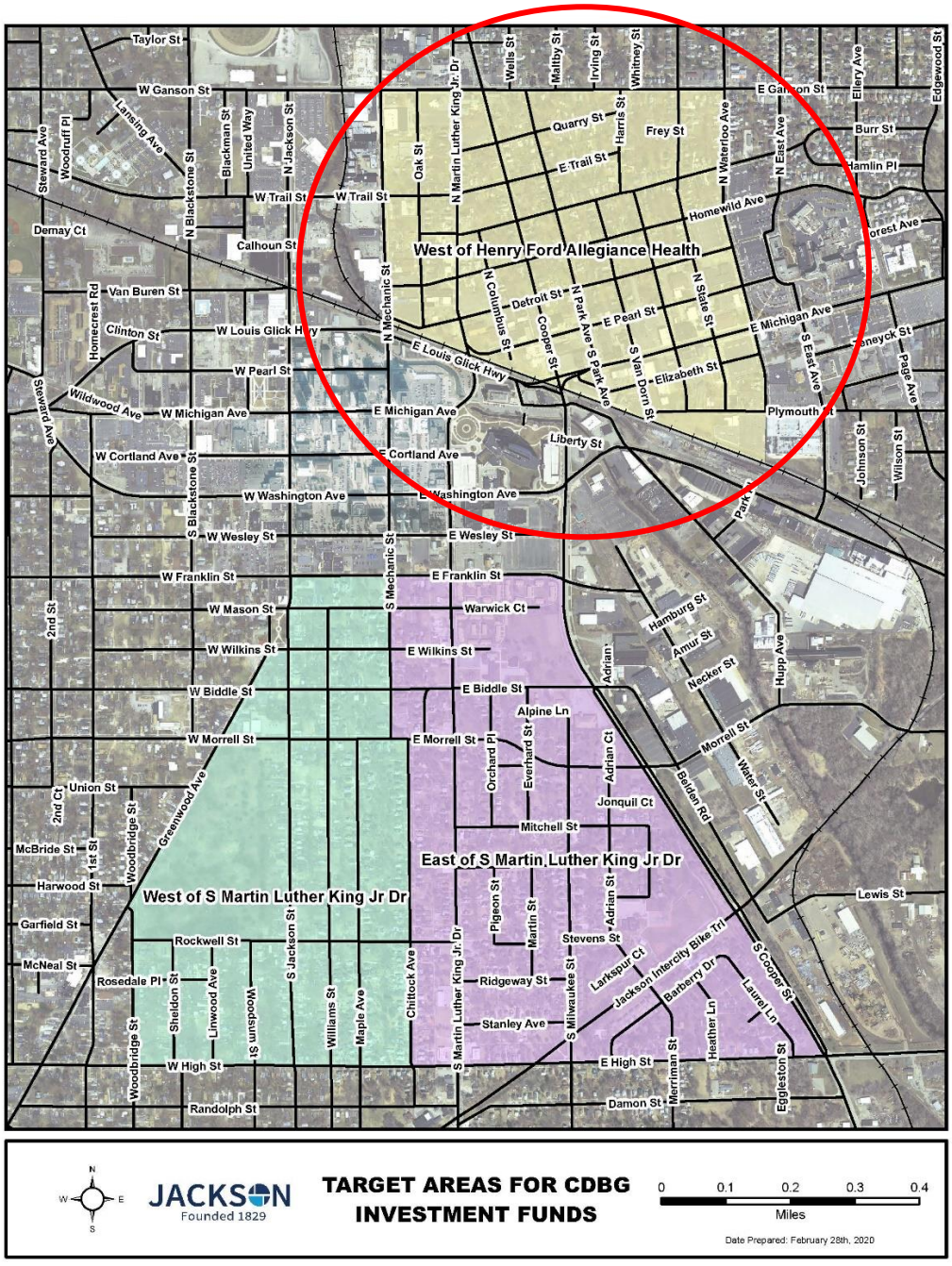
The Greater Jackson Habitat for Humanity was a recent recipient of funds from the MICH grant program, administered by the Michigan State Housing Development Authority (MSHDA). These funds can be used for the construction of new accessible homes. Habitat for Humanity did not receive sufficient funds for the entire project, and a request was made to the City of Jackson for financial support. Habitat for Humanity has a strong track record of success in the City of Jackson, including the recent completion of four (4) new homes in the Deland Project (Franklin Street, immediately South of the YMCA). Habitat for Humanity also serves as a Community Housing Development Organization (CHDO) for the City of Jackson. The recommended reallocation of HOME funds as part of this substantial amendment would be used to support the construction of an affordable, accessible home at 316 E. Trail Street.

The City of Jackson also received funds from the MSHDA "MICH" program, and will be constructing four (4) new accessible homes alongside the proposed Habitat for Humanity project. This partnership represents another strong collaborative effort in Jackson between two organizations dedicated to providing quality housing for all Jackson residents. These new home construction projects are part of a larger City-wide effort to rehabilitate existing structures and construct new homes throughout the City, significant needs identified through a recent City-wide comprehensive housing needs assessment.



Target Area

The 2020-2024 Five-Year Consolidated Plan identified three (3) local target areas for funding allocation priorities: West of Henry Ford Allegiance Health, East of S. Martin Luther King, Jr. Drive, and West of S. Martin Luther King, Jr. Drive. The red circle on the map below illustrates the placement of the proposed Habitat for Humanity project, in the area ***West of Henry Ford Allegiance Health.*** This area was identified in the 2016 Master Plan as part of the Health and Downtown Neighborhoods, both of which were deemed transitional. This area was also labeled as place-making, forming part of the community's core and in the top tier for transit and non-motorized connectivity.



Citizen Participation

Notice of the Substantial Amendment and September 24, 2024 public hearing was published in the *Jackson Citizen Patriot*. Hard copies of the Substantial Amendment were distributed to the following locations for review:

City of Jackson
Community Development Department
161 West Michigan Avenue, 3rd floor
Jackson, MI 49201
(517) 788-4060

City of Jackson
City Clerk's Office
161 West Michigan Avenue, 1st floor
Jackson, MI 49201
(517) 788-4025

Shahan-Blackstone North Apartments
109 Shahan Drive
Jackson, MI 49202
(517) 787-0218

Jackson District Library
Carnegie Branch
224 West Michigan Avenue
Jackson, MI 49201
(517) 788-4087

Community Action Agency
1214 Greenwood Avenue
Jackson, MI 49203
(517) 784-4800

Reed Manor
301 Steward Avenue
Jackson, MI 49201
(517) 787-1188

Chalet Terrace
316 Barberry Drive
Jackson, MI 49203
(517) 787-1850

An electronic copy of this Substantial Amendment was also available on the City's website at www.cityofjackson.org/332/Grant-Reports. The public comment period began on August 22, 2024 and ends on September 24, 2024. The public was afforded an opportunity to provide comments directly to the Grant Coordinator and/or through the public hearing before the Jackson City Council at its regular meeting on September 24, 2024.

Citizen comments to be determined.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: September 10, 2024

SUBJECT: Receive HUD Substantial Amendment #7 and Establish a Public Hearing

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Recommendation:

> Receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024

Receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024

Attached is a memorandum from Shane LaPorte, Director of Community Development, requesting City Council to receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024

I recommend approval of the request. Your consideration and concurrence is appreciated.
JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: September 10, 2024

RECOMMENDATION: Receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024

ISSUE STATEMENT

Jackson's Citizen Participation Plan requires the submission of a "substantial amendment" to an Annual Action Plan when it proposes to change the original purpose, location, or class of beneficiaries of a previously-approved activity whose cost exceeds twenty (20%) percent of the entitlement amount for the current program year. This requires the creation of a substantial amendment report, followed by a 30-day period for citizen comment, and finally submission to HUD.

Substantial Amendment #7 provides detail regarding the reallocation process, the proposed project to receive funding, and availability of the report for the public to review and comment. The proposed reallocation of CDBG-CV funds for the installation of benches and walking trails in the southern portion of Loomis Park will utilize the remainder of the City's CDBG-CV funds, will meet the HUD low-moderate income national objective, and will align with the City of Jackson Parks and Recreation Master Plan.

DESCRIBE THE CONSEQUENCES

Failure to establish a public hearing on September 24, 2024 will delay the possible approval of Substantial Amendment #7. Failure to approve this substantial amendment will also jeopardize the City's ability to meet its required CDBG-CV spending deadline of June 30, 2026.

OWNERSHIP

The City of Jackson Community Development Department manages CDBG and HOME funds received from HUD. Staff administer funds through various City Council-approved programs, assisting community members and supporting various activities to benefit both low-moderate income individuals and all citizens of Jackson. Reporting, funding suggestions, and substantial amendment submission is handled by the Community Development Department.

SOLUTION

On September 24, 2024, City Council will consider final approval and submission of Substantial Amendment #7 to HUD. A public hearing on that date will offer citizens an opportunity to provide comments regarding the proposed activities. Comments received during the public hearing or by the Grant Coordinator during the open comment period will be included in the final Substantial Amendment before submission to HUD. The draft Substantial Amendment #7 is attached, and City Council members are welcome to request modifications if deemed necessary before submission.

FACILITATE IMPLEMENTATION

Requested action is for City Council to receive and place on file a draft of Substantial Amendment #7 to the 2019-2020 Annual Action Plan and establish a Public Hearing on September 24, 2024.

ATTACHMENTS

1. Substantial Amendment 7 - Boos Benches 2024 (draft)

JACKSON
Founded 1829

Substantial Amendment 7 to the 2019-2020 Annual Action Plan

Community Development Block Grant-Coronavirus (CDBG-CV)



The attached document is a draft report. Please display until

Wednesday, September 25, 2024

Citizens are encouraged to provide comments regarding this report in writing to:

Community Development Department
ATTN: Cory Mays
161 W Michigan Ave, Jackson, MI 49201

Prepared by:

City of Jackson
Community Development Department
161 W Michigan Ave
Jackson MI 49201
517-768-6461

Substantial Amendment 7
to the
2019-2020 Annual Action Plan,
Year Five of the
2015-2019 Five-Year Consolidated Plan

Community Development Block Grant – Coronavirus (CDBG-CV)
Loomis Park Benches and Walking Trails

Executive Summary

On March 27, 2020, President Trump signed the *Coronavirus Aid, Relief, and Economic Security (CARES) Act*, a $2 trillion economic relief package to protect the American people from the public health and economic impacts of COVID-19. The package specifically set aside $5 billion in supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus (CDBG-CV). The first $2 billion in CARES Act funding for CDBG grantees was distributed using the 2019 formula allocation, of which $756,020 was earmarked for the City of Jackson. A second round of funding was provided to states only in May 2020 with a third round made on September 11, 2020 in which the City received an additional $189,425. An eligible use of CDBG-CV funds is to create, expand, or enhance public facilities to increase their long-term resiliency and ability to mitigate future coronavirus outbreaks, or other similar viral pandemics. Although currently experiencing a reduction in cases, it is incumbent upon the City to ensure its residents, especially the most vulnerable brackets of seniors and children, remain healthy by mitigating the effects of future coronavirus occurrences.

General Information

Grantee Name:	City of Jackson, Michigan	
Department Administering Funds:	Community Development Department	
Contact:	Cory Mays, Grant Coordinator 161 W Michigan Ave Jackson, MI 49201 (517) 768-6461 cmays@cityofjackson.org	
Authorized Official	Daniel Mahoney 161 W Michigan Ave Jackson, MI 49201 (517) 788-4028 dmahoney@cityofjackson.org	
Website:	www.cityofjackson.org	
Amount of CDBG-CV Funds:	$756,020 $189,425 $945,445	Round 1 April 2, 2020 Round 3 September 11, 2020 **Total CDBG-CV Funds**

Action Plan Amendments

IDIS #	Allocations	Original Amount Funded	Recaptured Balance
1745	Boos Center HVAC	$319,425.00	$93,107.13
1754	Loomis Park East Trail	$336,324.00	$5,703.00
1724	CDBG-CV Admin.	$60,000.00	$17,215.84
	Total:	**$715,749.00**	**$116,025.97**

Reallocated to:

Loomis Park Benches & Walking Trails	**$116,025.97**

IDIS Matrix Code: 03F – Parks, Recreational Facilities

Description: Addition of concrete pads, with steel benches bolted into the pad (some handicapped-accessible), with sidewalks in between to connect bench locations, placed far enough apart to encourage social distancing, and to provide a place of rest for folks walking/enjoying the park. This would occur at the South end of Loomis park. This expansion will provide supplementary open, outdoor exercise areas to prevent the spread of COVID-19 and prepare for potential future outbreaks.

National Objective: Low/Mod Area (LMA) 24 CFR 570.208(a)(1)

Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income. The service area encompasses a one-half mile radius of Loomis Park, with a low/mod percentage equating to 63.84%

Budget: **$116,025.97**

Proposed Project

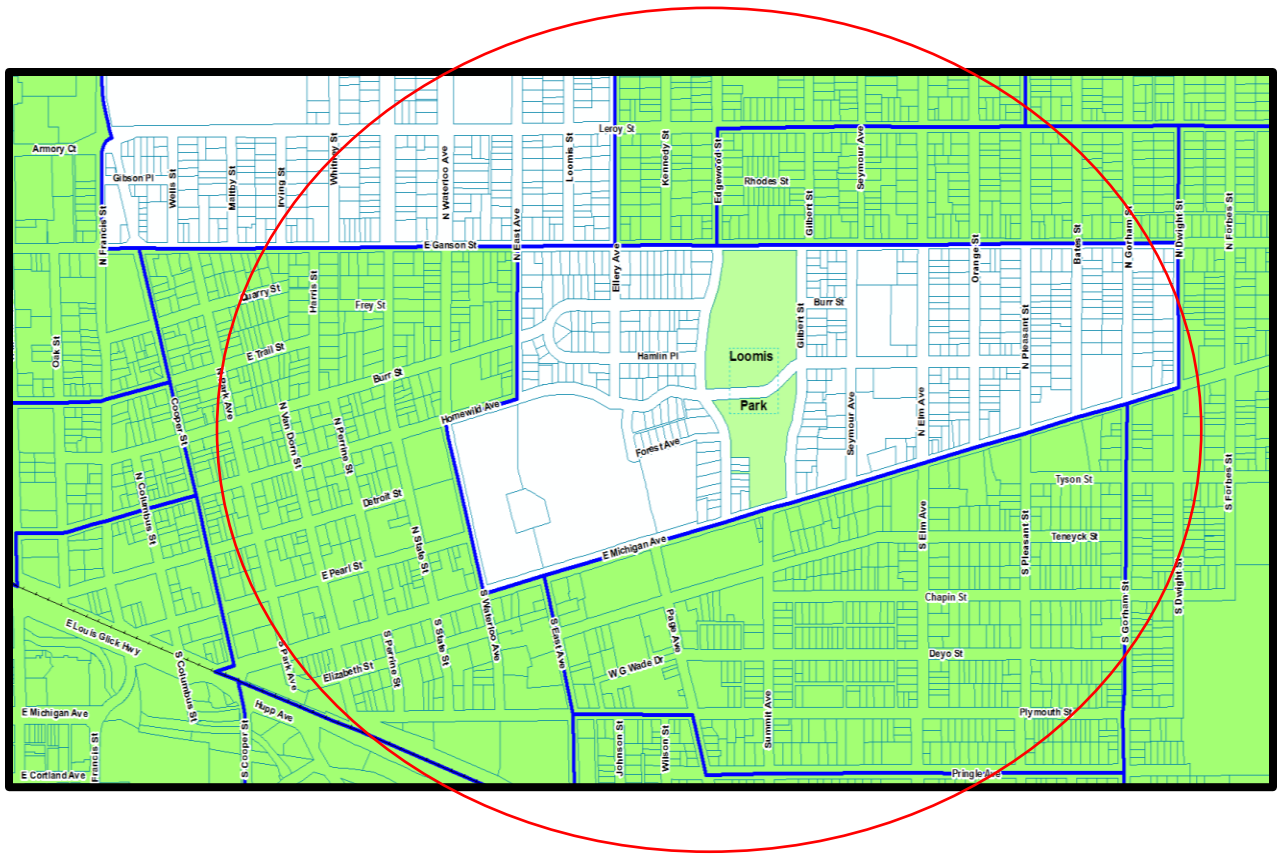
Use of CDBG-CV funds must always tie back to "prevent, prepare for, and respond to the coronavirus now and in the future." Research has shown that an individual's physical and mental well-being can be improved through access to and use of tools to increase exercise and physical activity. Physical activity benefits the body by boosting immune function necessary to fight off infection and is especially important during a pandemic. In addition, physical activity helps to boost mood, strengthen bones and to prevent and manage chronic conditions. Additional studies have shown that individuals who spend more time outdoors have lower levels of anxiety and depression than those who remain indoors. Improving Loomis Park to expand its trail system will provide tools for the surrounding neighborhoods to prevent and prepare for further surges of coronavirus or other similar viral outbreaks.

The remainder of the City's CDBG-CV funds will be re-allocated to provide funding for additional upgrades to Loomis Park. The upgrades will consist of all necessary grading and installation of a metal benches with concrete pads (some handicapped-accessible), with sidewalks in between (where needed) to connect bench locations and create additional walking/exercise opportunities. Benches and sidewalks will be installed along Michigan Avenue between Gilbert and Edgewood (benches), Edgewood between Michigan Avenue and Homewild (benches and some sidewalk), Gilbert between Michigan Avenue and Homewild (benches and some sidewalk), and Homewild between Edgewood and Gilbert (benches and some sidewalk).

Service Area

National Objective – LMA

Loomis Park is located in the middle of Census Tract 4, Block Group 5. According to the 2024 Low/Mod Income Summary Data (LMISD), the percentage of low- to moderate-income residents in this area is 83.51%. The park's service area is not limited to Census Tract 4, Block Group 5; in fact, it is a very popular recreation destination for residents in the surrounding area. The picture below demonstrates low- to moderate-income areas surrounding the park in green. One block to the east of the park is the John George Home whose elderly, indigent residents take great delight in using the park as well as the many families in this densely populated area. Census Tract 4, Block Group 5 has historically been designated as a low- to moderate income area. The green block groups surrounding the park, range in percentage of low- to moderate-income residents from 40.00% to 81.25%.



The red circle on the map (page 2) represents the ½ mile radius surrounding Loomis Park, identified as the total service area for these facilities. The low/mod service percentage of 63.84% was calculated by averaging all LMI percentages from the impacted census tracts/block groups, as shown in the chart below:

1/2 Mile Radius of Loomis Park

CT	BG	Population	LMI Pop	% LMI	
4	1	425	170	40.00%	
4	2	980	560	57.14%	
4	3	720	450	62.50%	
4	4	640	440	68.75%	
4	5	940	785	83.51%	Park Location
12	2	920	550	59.78%	
12	3	640	520	81.25%	
69	1	810	350	43.21%	
69	3	510	400	78.43%	
	Total:	**6,585**	**4,225**	**63.84%**	

**Map, chart, and supporting data derived from the HUD Fiscal Year 2024 ACS 5-year 2016-2020 Low-Moderate Income Summary Data (FY 2024 ACS 5-Year 2016-2020 Low- and Moderate-Income Summary Data - HUD Exchange)*

Citizen Participation

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316 Barberry Drive
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