

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 07, 2017
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 17, 2017:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Project Status Report

CONSENT AGENDA

1. Special Assessment District No. 2017-03. Authorize Resolution No. 4 setting a public hearing for Monday, August 21, 2017 to receive citizen comment regarding Special Assessment District No. 2017-03 for Stewart Street, from Chestnut Street to Chipman Street for resurfacing.

2. Special Assessment District No. 2017-04. Authorize Resolution No. 4 setting a public hearing for Monday, August 21, 2017 to receive citizen comment regarding Special Assessment District No. 2017-04 for Chipman Street, from South Street to Stewart Street for resurfacing.
3. Special Assessment District No. 2017-06. Authorize Resolution No. 4 setting a public hearing for Monday, August 21, 2017 to receive citizen comment regarding Special Assessment District No. 2017-06 for Chipman Street, from Oliver Street to King Street for resurfacing.
4. Special Assessment District No. 2017-07. Authorize Resolution No. 4 setting a public hearing for Monday, August 21, 2017 to receive citizen comment regarding Special Assessment District No. 2017-07 for Chipman Street, from Willow Springs Drive to Harding Avenue for resurfacing.
5. Special Assessment District No. 2017-09. Authorize Resolution No. 4 setting a public hearing for Monday, August 21, 2017 to receive citizen comment regarding Special Assessment District No. 2017-09 for Chestnut Street, from South Street to Stewart Street for resurfacing.
6. Gilbert Street Block Party Permission. Consider authorization of the application of Jaimi Redmond, on behalf of the Gilbert Street block party group, for use of Gilbert Street from Oliver Street to Queen Street on August 26, 2017 from 2:00 p.m. to 11:00 p.m. for a block party, waive the insurance requirement, and approve Traffic Control Order No. 1374 formalizing the action.
7. Owosso Bike Fest Permission. Approve application of Rick Morris on behalf of the Westtown Corridor Improvement Authority for use of the parking lot and alley on the north side of the 800 block of West Main Street (Lot# 11) from 8:00am to 3:00pm on Sunday, August 13, 2017 for an antique bike show, waive the insurance requirement, and authorize Traffic Control Order No. 1375 formalizing the request.
8. Lebowsky Center Parking Reservation Permission. Approve application of the Owosso Community Players for use of the two parking spaces on Main Street in front of their building to serve as a drop off zone before, after, and during performances to be held September 8, 2017 – April 29, 2018, waive the insurance requirement, and authorize Traffic Control Order No. 1376 formalizing the request.
9. Professional Services Agreement Addendum No. 6 – Professional Engineering Services Contract with Orchard Hiltz & McCliment. Approve Addendum No. 6 to the Professional Engineering Services Contract with Orchard, Hiltz & McCliment, Inc. to include GIS database maintenance services for water distribution, sanitary sewer, and storm sewer mapping systems in the amount of \$666,355.00
10. Change Order Nos. 1 & 2 – Cargill/Sonoco Road & Watermain Construction Contract. Approve Change Order Nos. 1 & 2 to the Cargill/Sonoco Road & Watermain Construction Contract for additional labor and materials due to changes in field conditions in the amount of \$202,728.59, and further approve payment to the contractor up to \$1,824,039.66.
11. Contract Extension –Auditing Services. Authorize a one year extension of the Professional Services Agreement with Rehmann Robson, PLLC for the provision of Financial Audit Services at a cost not to exceed \$23,300.00, and further authorize payment up to the extension amount upon successful completion of the audit.
12. Bid Award – Fire Truck. Accept the sole bid of HME, Inc. for one 2017 (1) HME Ahrens-Fox MiniEvo Mini Pumper on a Ford F550 Four Door Cab & Chassis from HME, Inc. in the amount of \$210,959.00 and authorize payment to the vendor at time of delivery, but not before July 1, 2018, through equipment financing or general appropriation.
13. Warrant No. 547. Authorize Warrant No. 547 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance- 2 nd installment	Various	\$134,818.50

14. Check Register – July 2017. Affirm check disbursements totaling \$2,224,020.07 for July 2017.

ITEMS OF BUSINESS

1. MML Delegate. Designate Assistant City Manager Susan K. Montenegro as the City Representative to cast the vote of municipality at the Michigan Municipal League annual business meeting on September 13, 2017.
2. Bid Award – Street Program. Approve the low bid of Malley Construction, Inc. for the 2017 Street Program in the amount of \$2,887,363.25, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof.
3. City Manager Evaluation. Conduct a periodic evaluation of the City Manager's performance.

COMMUNICATIONS

1. S. Gale, Board of Review. Letter of Resignation.
2. Downtown Development Authority/Main Street. Minutes of July 12, 2017.
3. Downtown Historic District Commission. Minutes of July 12, 2017.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, August 21, 2017

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2019
Brownfield Redevelopment Authority/LDFA – term expires June 30, 2018
Brownfield Redevelopment Authority/LDFA – term expires June 30, 2020
Building Board of Appeals - term expires June 30, 2019
Building Board of Appeals – Alternate - term expires June 30, 2018
Historical Commission – term expires December 31, 2019

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF JULY 17, 2017
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: DAVE HOOD

PLEDGE OF ALLEGIANCE: TONY NEWMAN, SHIAWASSEE COUNTY DRAIN COMMISSIONER

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Loreen F. Bailey (arrived at 7:44p.m.), Burton D. Fox, Elaine M. Greenway, Daniel A. Law, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Fox to approve the agenda as presented.

Motion supported by Councilmember Teich and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 3, 2017

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 3, 2017 as presented.

Motion supported by Councilmember Teich and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Ordinance Amendment – Chapter 3, Alcoholic Liquor

The proposed amendment would allow the sale and/or consumption of alcohol on city property under specified circumstances.

A public hearing was conducted to receive citizen comment regarding the proposed amendment to Chapter 3, Alcoholic Liquor, Section 3-2, *Consumption in public*, of the Code of Ordinances of the City of Owosso

The following people commented regarding the proposed amendment:

Paula Temple commented that she is totally against alcohol at Curwood Castle. She said that was discussed years ago and it was never allowed.

Mayor Eveleth explained the reason for the renewed interest in it and also explained that it still has to be served under the confines of the state liquor control law. This only covers beer and wine not liquor.

Councilmember Fox expressed concern that someone might pass alcohol over the fence to someone else and wanted the ordinance to reflect that.

The Public Safety Director responded to Councilmember Fox's explaining that there are laws already in place that would address that issue.

Whereas, the Council, after due and legal notice, has met and having heard all interested parties, motion by Mayor Pro-Tem Osika that the following ordinance be adopted:

ORDINANCE NO. 785

AN ORDINANCE TO MODIFY THE CODE OF ORDINANCES CONCERNING CHAPTER 3 - ALCOHOLIC LIQUOR

WHEREAS, the *City of Owosso Code of Ordinances* contains Sec. 3-2 provisions pertaining to alcoholic liquor and consumption in public; and

WHEREAS, the sections of the ordinance are pertaining to consumption on the public streets, alleys, parks, or in any other public places requires modification and clarification;

NOW THEREFORE BE IT ORDAINED by the city council of the city of Owosso, Michigan, Shiawassee County, Michigan.

SECTION 1. AMENDMENT. Chapter 3, Alcoholic Liquor, Section 3-2, *Consumption in public*, paragraph (c) of the City of Owosso Code of Ordinances pertaining to exceptions shall be amended to read as follows:

Sec. 3-2. - Consumption in public.

- (a) Except as provided in paragraph (c) below, no alcoholic liquor shall be consumed on the public streets, alleys, parks, or in any other public places, including any store or establishment doing business with the public not licensed to sell alcoholic liquor for consumption on the premises; nor shall anyone who owns, operates or controls any such public establishment or store permit the consumption of alcoholic liquor therein.
- (b) Except as provided in paragraph (c) below, no person shall have in his or her possession any open bottle, open cans or other open containers, containing alcoholic beverages, on a public street, alley, park, or in any other public place.
- (c) Exceptions:
 - (1) Notwithstanding contrary provisions of this section, and with the approval of the city council, alcoholic liquor may be consumed on the public streets and alleys immediately adjacent to business establishments licensed for the sale of alcoholic beverages for consumption on the premises in areas of the public streets and alleys for which an occupancy permit has been issued by the city engineer pursuant to the provisions of Chapter 29 of this code.
 - (2) Notwithstanding contrary provisions of this section, and with the approval of the city council, beer and wine may be sold and consumed on the public streets, alleys, and public parking lots for events sponsored by a not-for-profit organization holding the required Michigan liquor license or permit within a fenced-in area.
 - (3) Within Curwood Castle Park, public events where wine and beer may be sampled and sold by a winery or brewery under a Michigan license or permit. During public or private events within the arts center and Curwood Castle and a fenced-in area immediately adjacent to either structure,

liquor, wine and beer may be dispensed, provided that three days prior to the event the city clerk shall be provided a certificate of liability insurance with a limit of at least \$1,000,000 including "host liquor liability" coverage for alcoholic beverages served at no charge. Either "host liquor liability" or "liquor liability insurance" must include the city of Owosso as an additional insured for primary and non-contributory limits of liability.

SECTION 2. REPEAL CLAUSE. All ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this amendment for any reason is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect August 7, 2017.

Motion supported by Councilmember Greenway.

Roll Call Vote.

AYES: Councilmembers Law, Greenway, Pro-Tem Osika, Councilmembers Fox, Teich and Mayor Eveleth.

NAYS: None.

ABSENT: Councilmember Bailey

CITIZEN COMMENTS AND QUESTIONS

Paula Temple, 533 Ament Street, questioned why the City waited until now to get involved in Oak Hill Cemetery.

Mayor Eveleth explained to her that it isn't a city owned cemetery.

Shane VanCise of the Shiawassee Homeless Coalition shared that Project Connect will be held August 3rd, from 10am – 2 pm at the Owosso First Church of the Nazarene. It will be connecting residents to resources in the community. The event is free to all low income Shiawassee County Residents. He also asked for volunteers for the event.

Charles Kremski stated that the city is not enforcing their codes and he has proof. He agreed to contact the mayor after the meeting.

Gary Bellinger, 119 East Williams Street, Corunna, complained that water bills are too high. He suggested everyone's water bill be lowered by \$60.00. He also commented on trusting God.

Don Stanley, 1212 Harding Avenue, stated that he was at a council meeting a couple of months ago about a \$1500 water bill he had received. Mr. Stanley reported he had paid \$750 on the bill and Public Services Director Chinavare stated he had adjusted the bill. He asked the council to adjust his bill again. He also reported that he did consult an attorney and the attorney advised him he should not have paid the bill.

Ed Urban, 601 Glenwood Avenue, commented that there was a similar event to Project Connect held in the City of Coruna at McCurdy Park. He also commented that Consumers Energy had replaced his meter, at his cabin and left a large metal clip on the ground somebody might have stepped on.

Patrick Tkaczyk, 914 South Saginaw Street, believes that there is a much bigger water drainage problem near Oak Hill Cemetery. He questioned, where will the water go from drying out the cemetery? He stated he owns two lots on South Park Street and can't build even a garage because of the drainage issue. He is concerned more water will end up in his backyard.

Roger Snyder, 211 North Washington Street, stated he represents a person that has 16 rental properties in the city and would like to know why the city would let people run up a \$200.00 water bill. He also complained about the fact that one of the tenants would not let the city in the rental property to do an inspection. He feels the city should get the phone of the tenants and leave the landlord out of the middle.

County Clerk Caroline Wilson handed out county directories and apologized for the delay. She shared that the board of commissioners did accept the grant money for voting equipment. She also commented that her office will soon have new hours due to shortage of staff and she will be also be announcing the new hours in a press release also.

Mayor Eveleth responded to Mr. Stanley regarding his high water bill he had received. The mayor asked Public Services Director Chinavare about the policy.

Mr. Chinavare said there has been a policy in place. He explained the policy is bit confusing and he is in the process of rewriting, to clarify. He also stated that he did give Mr. Stanley \$400.00 credit on the bill. He also reported staff checked the meter and the water did go through the meter.

Mayor Eveleth asked how council could give Mr. Stanley some relief. The Mayor questioned how Mr. Stanley's bill could be brought into line. He pointed out the average bill for him was between \$90.00 and \$100.00 per quarter.

Councilmember Fox pointed out that he thought the council could do something and it would not set a precedent.

Mr. Stanley presented council with a statement from the plumber. Mayor Eveleth read the plumber's statement; it said that the meter must have malfunctioned in the pit and the plumber suggested replacing the meter.

City Manager Crawford explained that the new meters will flag high meter reading every day. Mayor Eveleth explained he thought the council could adjust the bill based on the fact of the statement from the plumber.

Councilmember Bailey expressed her concern over doing this for one person and would like to wait for a new policy. She also suggested the bill could be held in abeyance until the new policy was written.

City Manager Crawford responded that it would basically be the same policy with some clarification.

Based on the plumber's report that the meter had malfunctioned Councilmember Fox made a motion to rescind the \$1,499.00 bill that Mr. Stanley had received and bill him \$138.00, the amount of last bill prior to the malfunction.

Motion supported by Pro-Tem Osika.

Pro-Tem Osika expressed her concern that legal costs for the city may exceed the amount of the water bill that Mr. Stanley had received. So based on that information and the fact he presented the plumber's statement she supported Councilmember Fox's motion.

Roll Call Vote.

AYES: Councilmembers Greenway, Pro-Tem Osika, Councilmembers Fox, Teich, Law and Mayor Eveleth.

NAYS: Councilmember Bailey.

Councilmember Bailey invited everyone to come to the Pond and Garden Tour Saturday July 22nd from 11 a.m. until 4 p.m. The Tour will begin at Councilmember Greenway's Home behind Wendy's. Proceeds are benefiting Community Cats of Owosso.

Councilmember Bailey also reported that Community Cats has spayed/neutered over 1,600 cats and they are full for August. They have adopted out over 25 kittens this month.

Councilmember Greenway stated she had people show up last Saturday with their garden hats on but she was happy to see the excitement about the tour.

Councilmember Fox encouraged Mr. Tkaczyk to stay until the discussion of the Oak Hill Cemetery drainage issues.

CONSENT AGENDA

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

Chemical Bank Account Signatories. Consider resolution designating authorized signers on City accounts at Chemical Bank as follows:

RESOLUTION NO. 105-2017

NAMING THOSE AUTHORIZED TO SIGN ON BEHALF OF THE CITY OF OWOSSO FOR ACCOUNTS HELD AT CHEMICAL BANK

WHEREAS, the City of Owosso is required by law to declare an official depository for city funds; and

WHEREAS, the Code of Ordinances dictates the City Clerk, or the Clerk's Deputy, sign checks drawn on City accounts; and

WHEREAS, the City's auditors recommend a counter-signature on said checks as a means of further security; and

WHEREAS, from time to time the City must update the list of authorized signers to ensure it is current.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: that Chemical Bank, 100 East Main Street, Owosso, Michigan 48867 be and is hereby designated as a depository of the funds of the City of Owosso, and that the said funds be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders for the payment of money when signed by the City Clerk and countersigned by any of the following: Finance Director or City Manager, and in the case of the Retirement Fund Account only - City Treasurer or the Treasurer's Deputy.

SECOND: that the above named Chemical Bank is authorized to pay any such checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders; and also to receive

the same for the credit of or in payment from the payee or any other holder without injury as to the circumstances of issue of the disposition of the proceeds thereof, whether such instruments are payable, individually or otherwise, to the order of any person signing and/or counter-signing such instruments, or to the order of any of the other officers of the City, and whether such checks or other instruments are deposited to the individual credit of any person signing and/or counter-signing such instruments, or to the individual credit of any of the other officers of the City.

- THIRD: that any and all endorsements for or on behalf of the City of Owosso upon checks, drafts, notes or instruments for deposit or collection made with the said Chemical Bank may be written or stamped endorsements of the City of Owosso without any designation of the person making such endorsements.
- FOURTH: that said Chemical Bank be promptly notified in writing by the City Clerk of the City of Owosso of any change in this resolution and that until it has actually received such notice in writing said Chemical Bank is authorized to act in pursuance of this resolution.
- FIFTH: that any of the above designated officers are hereby authorized to execute on behalf of the City signature cards, or other documents, containing the rules and regulations of the Bank and the conditions under which deposits are accepted, and to agree on behalf of this City to those rules, regulations, and conditions.
- SIXTH: it is further certified that this resolution is within the power of the City as provided in the Charter and Ordinances of this City.

Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Lori Bailey*	LDFA/Brownfield Redevelopment Authority	06-30-2018
Jake Adams	Planning Commission (filling unexpired term of C. Weaver)	06-30-2019
Nell Ann Hebekeuser	Parks & Recreation Commission	06-30-2019
Rick Morris	Parks & Recreation Commission	06-30-2019
Randy Woodworth*	Parks & Recreation Commission	06-30-2019
Jerry Hebekeuser	Parks & Recreation Commission (filling unexpired term of S. Nelson)	06-30-2018

*indicates reappointment

Free Food Distribution Permission. Approve the application from the United Methodist Care Network for use of a portion of the southwest corner of the Comstock Parking Lot on September 17, 2016 from 8:00am– 12:00pm to conduct a free food distribution, waive the insurance requirement, and authorize Traffic Control Order No. 1373 formalizing the action.

Change Order No. 1 – 2017 Street Program Engineering Services Contract. Approve Change Order No. 1 to the 2017 Street Program Engineering Services Contract with Fleis & Vandenbrink Engineering, Inc. increasing the contract \$10,902.50 for additional street survey work and revised construction plans, and authorize payment to the engineer for said additional services as detailed below:

RESOLUTION NO. 106-2017

AUTHORIZING CHANGE ORDER NO. 1 TO ADDENDUM NO. 3 TO THE CONTRACT WITH FLEIS & VANDENBRINK ENGINEERING, INC. FOR ADDITIONAL ENGINEERING SERVICES FOR

THE 2017 STREET PROGRAM

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Fleis & Vandenbrink Engineering Inc. on March 6, 2017 for Engineering Services for the 2017 Street Program; and

WHEREAS the city requests additional services of the consultant to provide preliminary survey and engineering services beyond the original contractual scope of services.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to amend the 2017 Street Program-Engineering Services Contract with Fleis & Vandenbrink Engineering Inc. for a cost to the City of Owosso of \$10,902.50.
- SECOND: The mayor and city clerk are requested and authorized to sign the document substantially in the form attached, Change Order No. 1 to Addendum No. 3 to the Contract between the City of Owosso, Michigan and Fleis & Vandenbrink, Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amended amount of \$131,402.50 to Fleis & Vandenbrink Engineering, Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Major Street Construction Account No. 202-451-818.000.

Purchase Authorization – Fire Pickup Equipment & Installation. Waive competitive bidding requirements, authorize the purchase and installation of emergency services equipment on the new Fire Pickup by Mid Michigan Emergency Equipment Sales and Service L.L.C. in the amount of \$8,281.00, and further authorize payment to the vendor upon satisfactory installation of said equipment as detailed:

RESOLUTION NO. 107-2017

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT IN A NEW FIRE VEHICLE WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE L.L.C.

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased a new fire vehicle that need to have equipment installed in them; and

WHEREAS, the new vehicle will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid Michigan Emergency Equipment Sales and Service L.L.C. for the, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, purchase, and installation of public safety equipment in a City Fire

vehicle in the amount of \$8,281.00.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid-Michigan Emergency Equipment Sales and Service LLC.

THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid Michigan Emergency Equipment Sales and Service L.L.C. in the amount of \$8,281.00 upon delivery of the equipment and satisfactory completion of the work.

FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Purchase Authorization—Public Safety Vehicle Equipment Changeover. Waive competitive bidding Requirements, authorize contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in the new police utility vehicle in the amount of \$7,173.00, and further authorize payment to the vendor upon satisfactory completion of the work as follows:

RESOLUTION NO. 108-2017

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT IN A NEW POLICE VEHICLE WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE L.L.C.

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased a new police vehicle that need to have equipment and DVR cameras installed in them; and

WHEREAS, the new vehicles will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding and the estimated cost for the products to be purchased falls under the \$5,000 Council threshold.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, purchase, and installation of public safety equipment in City Police vehicles in the amount of \$7,173.00.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid Michigan Emergency Equipment Sales and Service L.L.C.

THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid Michigan Emergency Equipment Sales and Service L.L.C. in the amount of \$7,173.00 upon delivery of the equipment and satisfactory completion of the work.

FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Purchase Authorization – Interview Room Camera System. Waive competitive bidding requirements, authorize contract with Coban Technologies, Inc. for the purchase of a camera system and the installation of coordinating software for the Public Safety interview room in the amount of \$8,945.00, and further authorize payment to the vendor upon satisfactory delivery of equipment and completion of the work contracted as detailed below:

RESOLUTION NO. 109-2017

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
PURCHASE OF EQUIPMENT AND INSTALLATION OF SOFTWARE
FROM COBAN TECHNOLOGIES INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has police department requiring the use of cameras and software for an interview room; and

WHEREAS, the City of Owosso received the HGAC bid from Coban Technologies; and it is hereby determined that Coban Technologies is qualified to provide such cameras and software that it has submitted the responsible and responsive bid;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase cameras and software from Coban Technologies for a cost to the City of Owosso of \$8,945.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Coban Technologies, up to the amount of \$8,945.00.
- THIRD: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978.000.
- FOURTH: Authorize payment to Coban Technologies in the amount of \$8,945.00 upon delivery of the cameras and installation of software.

Warrant No. 546. Authorize Warrant No. 546 as follows:

Vendor	Description	Fund	Amount
Waste Management	Landfill charges-6/16/17-6/30/17	Various	\$5,753.19
Logicalis, Inc.	Network engineering-June 2017	Various	\$7,056.00
Caledonia Charter Township	Caledonia Utility Fund payment-4/1/17-6/30/17	Water	\$22,190.67
Owosso Charter Township	Owosso Charter Township 2011 Water Agreement	Water	\$11,417.76
William C. Brown, PC	Professional services-6/13/17-7/10/17	General	\$8,577.92

Check Register – June 2017.* Affirm check disbursements totaling \$1,612,229.83 for June 2017.

Motion supported by Councilmember Teich.

Roll Call Vote.

AYES: Councilmembers Teich, Greenway, Pro-Tem Osika, Councilmembers Fox, Bailey, Law and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

Ordinance Amendment – Chapter 2, Administration

Motion by Councilmember Law to approve amendments to Chapter 2, Administration, Article VI, *Finance*, Division 3, Purchases, contracts and sales, of the Code of Ordinances of the City of Owosso to update the procedures for the purchase and sale of services, supplies, materials and equipment as follows:

ORDINANCE NO. 786

AN ORDINANCE TO MODIFY CHAPTER 2, ADMINISTRATION, CONCERNING PURCHASING, CONTRACTS AND SALES

WHEREAS, the *City of Owosso Code of Ordinances* contains provisions pertaining to purchasing, contracts and sales; and

WHEREAS, the sections of the ordinance are unclear and oftentimes obsolete so that the entire ordinance should be repealed and replaced;

NOW THEREFORE BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. REPEAL. That Division 3, Purchases, contracts and sales, (Sec. 2-314 through Sec. 2-348) of the City of Owosso Code of Ordinances is hereby repealed in its entirety.

Section 2. REPLACEMENT. That the new Division 3, Purchases, contracts and sales, (Sec. 2-314 through Sec. 2-348) of the City of Owosso Code of Ordinances shall read as follows:

DIVISION 3. - PURCHASES, CONTRACTS AND SALES

Sec. 2-341. - Purchasing agent.

The city manager shall act as purchasing agent of the city, unless he or she shall designate another officer or employee of the city to act as purchasing agent. Any such designation, shall be in writing filed with the clerk. In the event of such designation every purchase order in excess of two thousand dollars (\$2,000.00) shall be approved by the manager before being issued.

Sec. 2-342. - Rules.

The city manager shall adopt any necessary rules respecting requisitions and purchase orders.

Sec. 2-343. - Purchases or contracts \$2,000.00 to \$10,000.00.

Purchases of services, supplies, materials or equipment, the cost of which is equal to or greater than two thousand dollars (\$2,000.00) but not more than ten thousand dollars (\$10,000) may be made in the open market but such purchases shall, where practicable, be based on at least three (3) competitive bids and shall be awarded to the lowest qualified bidder. The purchasing agent may solicit bids verbally, in writing,

or through other means. A record shall be kept of all open market orders and the bids submitted thereon, which records shall be available for public inspection. Any or all bids may be rejected. Purchases made pursuant to this section may be made without prior approval of the council.

Sec. 2-344. - Purchases or contracts over \$10,000.00.

Any expenditure for services, supplies, materials or equipment obligating the city, where the amount of the city's obligation is in excess of ten thousand dollars (\$10,000.00), shall be governed by the provisions of this section, except as provided in section 2-345.

- (1) Such expenditure shall be made the subject of a written contract. A purchase order shall be a sufficient written contract only in cases where the expenditure is in the usual and ordinary course of the city's affairs and in no case shall it be sufficient for the construction of public works or the contracting for receipt of supplies or services over any period of time in excess of one (1) year or where the quality of the goods or materials or the scope of the services bargained for is not wholly standardized.
- (2) Notice inviting sealed competitive bids shall be published in a newspaper of general circulation in the city at least five (5) days before the final date for submitting bids thereon. Such notice shall give briefly the specifications of the services, supplies, materials or equipment or other matter to be contracted for and shall state the amount of security to be given with the bid and the amount of bond or other security to be given with the contract. The notice shall state the time limit, the place of filing and the time of opening bids and shall also state that the right is reserved to reject any or all bids. Any other conditions of award of the contract shall also be stated in general terms.
- (3) The purchasing agent shall also solicit bids from a reasonable number of such qualified prospective bidders as are known to him/her by sending each a copy of the notice requesting bids and notice thereof shall be posted on the city's website.
- (4) Unless prescribed by the council, the purchasing agent shall prescribe the amount of any security to be deposited with any bid, which deposit shall be in cash, certified or cashier's check or bond written by a surety company authorized to do business in the state. The amount of such security shall be expressed as a percentage of the bid submitted. Unless fixed by the council, the purchasing agent shall fix the amount of the performance bond and for construction contracts, the amount of the labor and material bond to be required of the successful bidders.
- (5) Bids shall be opened in public at the time and place designated in the notice requesting bids in the presence of the city clerk and at least one (1) other city official or employee, preferably the head of the department most closely concerned with the subject of the contract. The bids shall thereupon be carefully examined, tabulated and reported to the council with the recommendation of the purchasing agent at the next council meeting. After tabulation, all bids may be inspected by the competing bidders. In lieu of the procedure for opening bids herein specified, the council may direct that bids be opened at a council meeting.
- (6) When such bids are submitted to the council, the contract to be executed, in a form approved by the city attorney, shall also be submitted. If the council finds any of the bids satisfactory, it shall award the contract to the lowest qualified bidder and shall authorize the execution of the contract. Upon execution of the contract, the successful bidder shall file any required bonds, which shall be approved by the city attorney as to form. Such award may be by resolution or ordinance. The council shall have the right to reject any or all bids, to waive irregularities in bidding and to accept bids which do not conform in every respect to the bidding requirements.
- (7) For projects exceeding \$50,000. At the time the contract is executed, the contractor shall file a bond to the city executed by a surety company authorized to do business in the state, conditioned upon the performance of said contract, and further conditioned to pay all laborers, mechanics, subcontractors and material suppliers as well as all just debts, dues and demands incurred in the

performance of such work. The contractor shall also file evidence of public liability insurance and workers compensation in an amount satisfactory to the city attorney, and agree to hold the city harmless from loss or damage caused to any person or property by reason of the contractor's negligence.

- (8) All bids and deposits of certified or cashier's checks may be retained until the contract is awarded and signed. If any successful bidder fails or refuses to enter into the contract awarded to him or her within ten (10) days after the same has been awarded, or file any bond required within the same time, the deposit accompanying his or her bid shall be forfeited to the city, and the council may, in its discretion, award the contract to the next lowest qualified bidder or the contract may be readvertised.

Sec. 2-345- Cooperative purchasing authorized.

The city may participate in, sponsor, conduct, or administer cooperative purchasing agreements for the procurement of any supplies, services or construction with one or more other governmental bodies. Such cooperative purchasing may include, but is not limited to, joint or multi-party contracts of a governmental body or opened state and federal contracts which are made available to local governments. The city may also use the pre-existing bid of any other governmental body or public procurement unit for the procurement of any supplies, services, or construction, provided that such bid was derived through a competitive bidding process. In addition, the city may utilize bids or proposals obtained by a nonprofit entity that expressly solicits bids and proposals for governmental agencies, provided that such bids were derived through a competitive bidding process.

Sec. 2-346. - Exceptions to competitive bidding.

Subject to the approval of the council, competitive bidding shall not be required in the following cases:

- (1) Where the service, product or material contracted for is not competitive in nature, and the purchasing agent so certifies to the council in writing;
- (2) In the employment of professional services;
- (3) Where the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government;
- (4) Where the council shall determine that, due to market conditions, price instability or other reasons, the best interest of the public will be served by using another method of bidding for the acquisition of any item or service. In such circumstances:
 - a. After complying with the notice requirements of section 2-344, a list of potential bidders may be established and prequalified by the council;
 - b. In conjunction with establishing the list of prequalified bidders, or at any other time, the council may direct the method to be used in obtaining bids; and
 - c. At the first regular council meeting after any purchase, the purchasing agent shall report to the council the method of obtaining the bids, the amounts bid, the quantity purchased and the price paid.
- (5) When an emergency requires an immediate purchase, the purchasing agent, at the first regular council meeting after any such purchase, shall report to the council the nature of the emergency, the item, and quantity purchased and the price paid.

Sec. 2-347. - Inspection of materials.

The responsibility for the inspection and acceptance of all materials, supplies and equipment shall rest with the ordering department.

Sec. 2-348. - Sale of surplus material.

- (1) A department head having charge of any surplus, obsolete or unused supplies, materials or equipment, which may include vehicles, may request that the property be disposed of according to the provision of this section. City council authorization shall be required for the disposal or sale of any work of art, piece of furniture, decorative object, vehicle or the like, which is 70 years or older.
- (2) The designee appointed by the city manager is authorized to sell the property in any form in the most advantageous manner. The designee may set a minimum sale price and may reject any formal or informal bid that, in his/her judgement is not a fair sale price. Property may be disposed of in the following manner:
 - a. Sale by auction;
 - b. Sale by sealed bid;
 - c. Solicitation of offers to purchase the asset. Such solicitations shall be on the condition that no offer less than the expected sale price carried on the item, as approved by the city manager;
 - d. Sales based upon a negotiated agreement with a particular vendor, provided that such vendor must be selected according to an established written procedure which provides a mechanism for all interested parties to make proposals in a fair and even manner. Direct negotiations as provided in this subsection may only be used if deemed to be in the best interest of the city of Owosso and facts set forth as to why other means are less desirable;
 - e. Sales by a third party selected according to the city's standard procedures for selecting providers of services;
 - f. Transferred, with or without compensation, to any government entity, or other organization designated as a 501(c)(3) by the Internal Revenue Service; or
 - g. If the property has been designated in a nonusable state by the designee appointed by the city manager, it may be disposed of, consistent with the public interest, in any manner as deemed appropriate by the city.
- (3) Any compensation resulting from the disposal of surplus property belonging to the city of Owosso shall be transferred to the fund from which the property was acquired or most likely acquired.
- (4) The designee appointed by the city manager is authorized to act as the agent for the city in the collection, disposal, and execution of agreements for the disposal of surplus property as authorized by the city of Owosso or the city manager.
- (5) The designee shall forward any funds collected along with written information to allow the correct allocation of the funds and the removal from fixed assets or inventory.

Sec. 2-349. - "Lowest qualified bidder" defined.

The term "lowest qualified bidder," as used in this division, shall mean the lowest bidder having qualifications to perform the work which are satisfactory to the council. The lowest bidder shall be determined based on an adjusted bid tabulation which shall be prepared in the following manner:

- (1) To the bid of any bidder which is neither an Owosso-based business nor a county-based business shall be added an amount equal to six (6) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less.
- (2) To the bid of any bidder which is a county-based business shall be added an amount equal to three (3) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less; provided, however, that if no bid is received from an Owosso-based business, no additional amount shall be added to the bid of a county-based business.

- (3) "Owosso-based business" shall be interpreted to mean a business registered with the county clerk or a corporation registered with the state having a business address within the city limits which pays real and/or personal property taxes levied by the city.

The term "county-based business" shall be interpreted to mean a business other than a city-based business registered with the county clerk or a corporation registered with the state having a business address within the county which pays real and/or personal property taxes levied by the county.

- (4) If twenty-five percent (25%) or more of a contract for construction or other services is to be subcontracted by an Owosso-based business bidder to a non-city-based business or businesses, or by a county-based business bidder to a non-county-based business or businesses, the adjusted bid shall be calculated by applying the provisions of sub-paragraphs (1) and (2) within this section separately to each portion of the contract based on the status of the contractor or subcontractor performing that portion of the contract as an Owosso-based or county-based business.

SECTION 3. REPEAL CLAUSE. All ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this amendment for any reason is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 5. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 6. EFFECTIVE DATE. This ordinance shall take effect August 7, 2017.

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Pro-Tem Osika, Councilmembers Greenway, Bailey, Law, Fox, Teich and Mayor Eveleth

NAYS: None.

Oakhill Cemetery Drainage Issue

Consider initiation of a community project to improve the drainage in Oakhill Cemetery. Councilmember Fox lead the discussion and prefaced it by explaining that Oakhill Cemetery has had a drainage issue for years. Previously, the DPW has jetted the drain between the north end of the open ditch and the catch basin which is probably 180 feet. Councilmember Fox explained he believes the open ditch is causing a problem. He believes the ditch contains leaves, trash, brush and paper and once the water starts flowing it will plug up the drain tile and this causes flooding. Council then continued with a lengthy discussion regarding the drainage issue at the Cemetery. Shiawassee County Drain Commissioner Tony Newman was in attendance and participated. Suggestions included a hydraulic study, cleaning of the ditch, installing a T on the tile to catch debris that could plug the drain and also jetting the drain tile to clean it out. Councilmember Fox believes he can get volunteers and donated material to fix the drainage issue. Mr. Chinavare will contact someone to film the drain tile. He will try and have that done by the next council meeting. Councilmember Fox will also have information on

volunteers and donations for the next council meeting. Mayor Eveleth thanked Councilmember Fox for taking the lead on the project. Councilmember Fox said he will continue and just wants to get it done.

Airport Agreement Amendment

Motion by Councilmember Teich to approve a resolution authorizing the execution of an addendum to the Owosso Community Airport Multi-Unit Airport Operations and Management Agreement setting the City's annual contribution for the ten year period starting in 2018 as detailed below:

RESOLUTION NO. 110-2017

RESOLUTION AUTHORIZING THE EXECUTION OF AN ADDENDUM TO THE OWOSSO COMMUNITY AIRPORT MULTI-UNIT AIRPORT OPERATIONS AND MANAGEMENT AGREEMENT

WHEREAS, the agreement provides that for a funding plan with each entity making an annual contribution in accordance section 15, Cost Sharing Allocations.

WHEREAS, the Shiawassee Airport Board has submitted a request for years 2018 thru 2027;

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

FIRST: the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend an agreement titled *Owosso Community Airport Operations and Management Agreement* dated March 4, 1997.

SECOND: the city council approves and the mayor and city clerk are instructed and authorized to execute an addendum for the years 2018 thru 2027 that provides for annual contributions as follows:

2018	\$ 6,678
2019	\$ 7,346
2020	\$ 7,732
2021	\$ 8,139
2022	\$ 8,568
2023	\$ 9,019
2024	\$ 9,493
2025	\$ 9,993
2026	\$10,519
2027	\$10,725

THIRD: the city clerk is authorized and directed to attest to the signature of the mayor and other city officials on said agreement and retain in the city clerk's office a fully executed original of said agreement for public inspection.

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Councilmembers Greenway, Teich, Law, Bailey, Fox and Mayor Eveleth

NAYS: None.

Schedule of City Manager Evaluation

Motion by Pro-Tem Osika to cancel the July 31, 2017 meeting and move the City Manager's evaluation to Monday, August 7, 2017.

Motion supported by Councilmember Greenway.

Roll Call Vote.

AYES: Pro-Tem Osika, Councilmembers Greenway, Teich, Bailey, Law, Fox and Mayor Eveleth

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Patrick Tkaczyk, South Saginaw Street, commented he wasn't at the meeting to object to helping the cemetery with their drainage issues but he wanted Council to see the bigger picture. He also volunteered to help Councilmember Fox.

Ed Urban, 601 Glenwood Avenue, detailed that he had to dispose of a deceased cat.

Pro-Tem Osika invited everyone to the Moonlight Market August 3rd at the Castle. She reported this will be the last market. There will be a Bob Seger tribute band playing at the Amphitheater. There will be lots for the children with bounce houses, fainting goats and bunnies.

CITY MANAGER REPORT

(THIS ITEM WAS MOVED BECAUSE IT WAS MISSED EARLIER IN THE MEETING)

In order to expedite the strategic planning meeting on the 26th City Manager Crawford handed out a list of possible mission statements. He asked Council to look at them and change them to use for their mission statement if they would like to. He felt this should allow the goal setting to be accomplished within the time that had been set aside.

COMMUNICATIONS

C. Weaver, Planning Commission. Letter of Resignation.

N. Bradley Hissong, Building Official. June 2017 Building Department Report.

N. Bradley Hissong Building Official. June 2017 Code Violations Report.

Kevin D. Lenkart, Public Safety Director. May & June 2017 Police Report.

Kevin D. Lenkart, Public Safety Director. June 2017 Fire Report.

Downtown Development Authority. Minutes of June 7, 2017.

Planning Commission. Minutes of June 26, 2017.

NEXT MEETING

Monday, August 07, 2017

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2019

Brownfield Redevelopment Authority/LDFA – term expires 06-30-2018

Brownfield Redevelopment Authority/LDFA – term expires 06-30-2020

Building Board of Appeals - term expires June 30, 2019

Building Board of Appeals – Alternate - term expires June 30, 2018

Historical Commission – term expires December 31, 2019

ADJOURNMENT

Motion by Councilmember Fox for adjournment at 9:21 p.m.

Motion supported by Mayor Pro-Tem Osika and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor

Roxane K. Cramer, Deputy City Clerk

PROJECT STATUS REPORT--AUGUST 7, 2017

0	PROJECT TITLE	PROJECT DESCRIPTION	PROJECT STATUS --1 new project, 2 updated project, 3 no change in project
2	Election and voting equipment upgrades	Upgrade voting equipment in all Shiawassee County jurisdictions.	The city council has approved the grant application and the local share. Delivery of the six tabulators, four handicapped terminals and a high-speed scanning unit is anticipated in late August.
2	Election for August 8	Prepare for August 8, 2017 special election on senior citizen millage.	The city clerk has completed all except last-minute preparations for Tuesday's special election.
2	Shiawassee Sanitary Landfill	Enter into a consent order with DEQ to define and limit responsibility for the former Shiawassee Sanitary Landfill. Proceed with installation of water services to the residential area near the site.	Construction is scheduled to start August 15, with the project to be completed by mid-October. A complicating issue that will likely cost the city additional money is the demand by the Shiawassee County Road Commission that, when the project is completed, the streets be paved with a two-inch overlay.
2	I-69 International Trade Corridor Next Michigan Development Corporation	Participate in a proposal to have Owosso execute an interlocal agreement creating the I-69 International Trade Corridor Next Michigan Development Corporation.	The next meeting will be at 9:00 a.m. on Tuesday, August 8 at Bishop Airport. Meetings are held on the second Tuesday of February, April, June, August, October and December.
3	Bond sales	Sell 2017 unlimited tax general obligation bonds for the street program and special assessment bonds for the special assessed portion.	The first issue of the unlimited tax general obligation bonds was sold June 30. It is anticipated that the special assessment bonds will be sold in the next 60 days.
3	2017-18 budget	Prepare and adopt budget for the fiscal year beginning July 1, 2017.	The 2016-17 fiscal year has closed. The accounting system for 2017-18 fiscal year has been set up.
1	2016-17 audit	Have independent auditor audit all city funds.	Employ firm to audit all city funds, deliver and submit to state of Michigan before December 31, 2018.
2	Facade grants	The city has qualified for state facade grants in the downtown area.	Eight applications were submitted to MEDC for review and likely approval. MEDC has requested updated costs and an increase in the contingency.
2	Osburn Lakes Phase I lot sales	Marketing of lots by Century 21--Looking Glass.	A marketing program has been implemented which includes advertising, marketing brochures and signage. Lot 79 Osburn Lakes - 1130 Jackson Drive has been sold, and a dwelling is being constructed. Discussions are underway with a builder/developer concerning the sale of additional lots.
2	Curwood Castle Park renovation	Improve Curwood Castle Park by making improvements to the historic park in which Curwood Castle and other buildings are located.	Application was made for a Michigan Department of Natural Resources Passport Grant for \$45,000 to make improvements to the park, including parking, sidewalks, lighting and landscaping. The grant has been awarded. Detailed plans have been prepared and bids will be received Tuesday, August 15.

3	Zoning ordinance revisions	The planning commission is revising various portions of the zoning ordinance.	The planning commission has completed rewriting the provisions pertaining to signs and has submitted a recommended ordinance to the city council.
2	Disc golf course	Install a disc golf course near Hopkins Lake.	A layout at Hopkins Lake property has been developed with little conflict. Volunteers have nearly completed the necessary clearing and materials for installation of the baskets are being obtained.
3	Agenda preparation software evaluation	Looking at alternative agenda preparation and tracking software prior to seeking proposals.	A request for proposals is being developed.
2	Data transmission equipment on city rights-of-way and poles	The city has received two proposals which are being evaluated.	Two proposals are being evaluated, with agreements being prepared to permit use of city rights-of-way and poles which are currently not covered. A presentation was made to the city council March 6. City staff is working on a standard license agreement.
3	Huron & Eastern Railroad	Contact the Huron & Eastern Railroad concerning abandoned right of-way running south from the mainline near Chestnut Street.	Contact has been made with the railroad, which is considering the city's request. Approval seems likely once all approvals are received from parent company.
3	Skate park	The parks and recreation commission, working with interested youth and some adults, is proposing to relocate the skate park to Grove Holman Park with a new layout.	Parks and recreation commission members have prepared a plan for the state of Michigan recreation grant. The city council approved the grant application March 20, and it was submitted to DNR March 30. A fundraising effort is being planned by the sponsors.
3	Marijuana inquiries	Battle is on for control of Michigan's marijuana market	On September 21, Gov. Rick Snyder signed into law three bills that together establish a framework of protections and regulations for medical marijuana businesses, along with increased protections for those who consume non-shockable forms of medical marijuana.
2	Michigan Redevelopment Ready Community program	The Michigan Economic Development Corporation has established a program that measures and then certifies communities that integrate transparency, predictability and efficiency into their daily development practices. State financial assistance will be withheld from communities that fail to become certified. Using the information from best practices training, a community must complete a self-evaluation. This is a tool used to assess how a community's current planning, zoning and development documents, policies and procedures measure up to RRC Best Practices. This must be done prior to receiving a formal evaluation by an RRC planner. Communities are not required or expected to have all of the best practices criteria met at the time of initial engagement.	The city has started the self-evaluation process and made the initial submission to MEDC. MEDC has responded positively and moved Owosso up in the process.
3	Parks and recreation master plan	Prepare a revised master plan for submission to the Michigan Department of Natural Resources.	The city will be revising the current plan during the next few months, with submission to DNR before December 31, 2017.

2	Cargill property development	The city sold approximately 20 acres of reclaimed brownfield property to Cargill for the construction of a dairy food processing facility.	Construction continues, with structural erection underway.
2	Roadway and water mains to serve SONOCO, Cargill and nearby areas	Design and construct a roadway to serve the properties and construct a water main from Oliver to Bennett Field Drive and from Chipman to King.	The project has been completed.
3	Qdoba site cleanup	The site at the southwest corner of Main and Gould Streets was contaminated with waste from a dry cleaner and a former gasoline station.	The cleanup and construction have been completed, and the Qdoba restaurant has opened. Prep work continues on the other business sites. Construction of the required retention basin on Jerome Street is proceeding through the DEQ permitting process.
2	Castle electrical upgrades	? Upgrade the electrical system to meet current day needs.	The work has been completed.
3	Art work restoration	The city has 14 paintings in need of restoration to preserve their value.	The city entered into a contract with Lis Art Conservation & Restoration Services, L.L.C. to restore the paintings for an estimated \$34,500. The first five paintings have been restored and returned. Three more paintings were delivered for restoration during May.
1	LED lighting for city buildings	Make a feasibility study for replacing florescent lighting with LED lighting. Consumer's Energy has a program to financially assist in a conversion.	Feasibility study is nearly complete to determine whether the city should make a conversion.
2	Public safety building architectural and engineering evaluation	The scope of the study's work is to evaluate the physical condition of the public safety building, including operational and security, efficiency and energy usage of the existing building, and provide building improvement recommendations and associated construction cost estimates for the recommended improvements.	The firm of Partners in Architecture, PLC has been collecting data and evaluating the building. An analysis of the mechanical equipment has been completed. A space needs analysis is underway and will be completed during August.
2	Police vehicle purchase	Purchase of a 2017 police utility vehicle.	Delivery is anticipated in September..
2	Street cut repairs	Annually bids are received to make permanent repairs to streets, including curbs, which have been excavated because of repair of water mains and sewer lines by the city and providers of other underground utilities.	The project has been completed. Additional patch work will be scheduled later in the summer to repair street cuts that will be taking place.

2	2018 street program	Design and construction engineering is required for the 2018 street program which will include: (1) reconstruction of East Oliver from Oak to Gould; (2) resurfacing of Stewart from Shiawassee to Cedar, Williams from Water to Shiawassee, Summit from Abbot to Ruberman, Olmstead from Chipman to West Street, Harding from Hanover to Chipman, and Howard from Washington east 200 feet to the alleyway; (3) maintenance on Ridge from Ball to Division, Auburndale from Division to Alger, Harper from Washington to Division, Woodlawn from Corunna Avenue to Keyte, and Vandecar Road from Harper to the south city limits.	An engineering contract with Fleis & Vandenbrink Engineering, Inc. Has been approved and design work is underway.
2	Oliver Street (Washington Street to Oak Street)	Reconstruct the street and replace utilities.	Construction is underway. Utility work has been completed and concrete work is nearly complete. The roadway has been prepared for the laying of asphalt which is scheduled to begin August 10. Completion is anticipated on August 24.
2	Chipman Street (South Street to Stewart Street)	Rehabilitate and resurface the street following installation of a new water main.	Bids were received July 25. Construction is scheduled for spring 2018.
2	Stewart Street (Chestnut Street to Chipman)	Rehabilitate and resurface the street following installation of a new water main.	Bids were received July 25 and work will begin during August.
2	Chipman Street (Oliver Street to King Street)	Rehabilitate and resurface the street.	Watermain work has been completed. Bids were received July 25 and work will begin during August.
2	Chipman Street (Willow Spring Street to Harding Street)	Rehabilitate and resurface the street.	Watermain work has been completed. Bids were received July 25 and work will begin during August.
3	Center Street (King Street to North Street)	Rehabilitate and resurface the street following installation of a new water main.	Because of complications with underground utilities, this project has been postponed until 2018. In the meantime, water main replacement will be scheduled.
3	South Washington Street modification	Because of the roadway alignment and traffic movements, there is a high accident count on South Washington Street between Corunna Avenue and Gute Street.	Two grant applications have been submitted to MDOT. The first application was under the Transportation Economic Development Fund and the second under the Transportation Federal Local Safety Program. MDOT recently responded that "It was a good application, but the competition was very high this year. Out of 31 applications received, only eight grants were awarded. If you plan to re-submit, we will be opening the FY 2018 call for Category F projects on March 1, with a deadline of Monday, May 2, 2017." The city has resubmitted its application for the Transportation Federal Local Safety Program.
2	Flow meters	Install five flow meters to continuously monitor inflows into the sanitary sewer system.	The new meters have been installed and are operational. The meters will continually be monitored by OHM for a year as part of the SAW grant program. After the year, the meters will monitor inflows from outlying areas, which will trigger alerts when inflows increase.

2	Stormwater, Asset Management, and Wastewater (SAW) Program	The city was awarded \$1,373,938 in the form of two SAW grants, one for the treatment plant and one for the collection system. C2AE is responsible for the wastewater treatment plant and OHM is responsible for the collection system.	OHM has developed a database on the existing collection system including condition and flows. System televising and initial cleaning are complete. A draft capital improvement program will be completed in August for review and submission to the rate analyst and to the Michigan DEQ. C2AE continues to evaluate the treatment plant and prepare specifications for making improvements. The final condition assessments should be completed by October.
3	Wastewater collection and treatment system consent order	The city has been under a Michigan Department of Environmental Quality (DEQ) consent order because of discharges into the Shiawassee River.	The 2017 March status report was prepared and submitted to DEQ for review.
3	Wastewater treatment plant operating permit	The city annually must obtain from the Michigan Department of Environmental Quality (DEQ) a wastewater treatment plant operating permit.	The application for renewal has been filed with DEQ and is being reviewed. The issuance of a permit was anticipated in July or August 2016. To date there has been no response.
2	Wastewater treatment plant upgrades	Remove obsolete equipment, construct two containment buildings and install wash compactors for handling solids removed from the waste stream.	Construction of the containment rooms is complete. Staff will be installing the wash compactor and conveyor system .
2	Screens for wastewater plant	Replace screens at the wastewater treatment plant which remove solids from the waste stream.	The screens have been installed and are operational. The replacement of the north trough will take place in September. At some point the trough on the south clarifier will need to be replaced. The plan would be to use city workers to do the work on that clarifier.
2	Automatic meter reading system and meter replacement	The city proposes to replace most of the obsolete and broken water meters with new meters that can be automatically read through a radio-controlled reading system without entering homes.	The communications equipment has been installed and tested. The installation of new meters is scheduled to begin August 14. It is anticipated that customer conversions will be completed in December.
3	Middletown water project	Caledonia Charter Township is in the process of preparing an application for a United States Department of Agriculture grant to install new and upgraded watermain in the Middletown area.	At some point, the city of Owosso will be required to modify the agreement to provide water service to Caledonia Charter Township so that the township will comply with the grant requirements.
1	Water reliability study	Make an evaluation of the water system assets and develop a capital improvement program based upon that evaluation.	Most field work has been completed and the asset management program and capital improvement plan is scheduled for completion in January 2018.
2	Water treatment plant clarifier cleaning and maintenance	Remove caked lime from the two clarifiers, make necessary repairs and repaint.	The lime was removed from the first clarifier and maintenance work performed. The unit is back in operation. The second clarifier will be cleaned and repaired later this year.

2	Heintz well replacement	The Heintz well is beyond rehabilitation and must be replaced.	The roadway to provide access has been completed. Specifications for the wellfield have been approved by DEQ. Specifications for the project are nearly complete and it is anticipated that bids will be received in October.
2	Sidewalk repair and replacement	Replace damaged sidewalks and curbs throughout the city.	Bids were opened and a contract awarded June 19 for sidewalk replacement in the northeast part of the city. The work will include 12,000 square feet of four-inch sidewalk and 800 feet of six-inch sidewalk. Work will begin in August.
2	Main Street Plaza	Repairs are required to flower beds where the block has moved because of freezing and thawing. Some soil and plantings will be replaced.	Sunburst Gardens has volunteered to donate the work.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Setting Public Hearing for Special Assessment Roll for Stewart Street Resurfacing

RECOMMENDATION: City staff recommends approval of Resolution No. 4 which sets the second public hearing for the Stewart Street Resurfacing Project.

BACKGROUND: This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

As you will recall, Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 for the following public improvement:

Stewart Street, Public Street, from Chestnut Street to Chipman Street

Attachment(s): Stewart Street Resolution No. 4
Bid Tab

RESOLUTION NO. ____

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
SPECIAL ASSESSMENT DISTRICT NO. 2017-03
STEWART STREET, FROM CHESTNUT STREET TO CHIPMAN STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 21, 2017 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
TO REVIEW SPECIAL ASSESSMENT ROLL
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Stewart Street, Public Street, from Chestnut Street to Chipman Street

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

The said Special Assessment roll is on file for public examination with the City Clerk and any objections to said Special Assessment roll must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment roll.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on August 21, 2017 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

STEWART STREET NORTH SIDE
CHESTNUT TO CHIPMAN

SPECIAL ASSESSMENT ROLL

PG. 1

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
775	Chestnut	546-000-027	341.53	0.75	256.15	\$45.17	\$11,570.18	C
1740	Stewart	546-000-047	94	1	94.00	\$38.27	\$3,597.38	R
1716	Stewart	546-000-048	94	1	94.00	\$38.27	\$3,597.38	R
716	Nafus	570-000-024	94.91	0.75	71.18	\$38.27	\$2,724.15	R
1704	Stewart	570-000-027	67.5	0.75	50.63	\$38.27	\$1,937.42	R
1616	Stewart	570-000-016	54	0.75	40.50	\$38.27	\$1,549.94	R
1612	Stewart	570-000-015	54	1	54.00	\$38.27	\$2,066.58	R
1608	Stewart	570-000-014	54	1	54.00	\$38.27	\$2,066.58	R
1604	Stewart	570-000-013	54	1	54.00	\$38.27	\$2,066.58	R
1600	Stewart	570-000-012	54	0.75	40.50	\$38.27	\$1,549.94	R
1514	Stewart	570-000-002	66	0.75	49.50	\$38.27	\$1,894.37	R
1510	Stewart	570-000-001	66.5	1	66.50	\$38.27	\$2,544.96	R
		130-000-003	29	0.75	21.75	\$38.27	\$832.37	R
795	Coverntry	130-000-021	75.01	0.75	56.26	\$38.27	\$2,152.97	R
1410	Stewart	113-010-005	49.5	1	49.50	\$38.27	\$1,894.37	R
1408	Stewart	113-010-004	49.5	1	49.50	\$38.27	\$1,894.37	R
1402	Stewart	113-010-003	99	1	99.00	\$38.27	\$3,788.73	R
715	Ash	113-010-006	132	0.75	99.00	\$38.27	\$3,788.73	R
1318	Stewart	113-009-002	72	0.75	54.00	\$38.27	\$2,066.58	R
1314	Stewart	113-009-003	60	1	60.00	\$38.27	\$2,296.20	R
1310	Stewart	113-009-001	66	1	66.00	\$38.27	\$2,525.82	R
1306	Stewart	113-009-005	123.75	0.75	92.81	\$38.27	\$3,551.93	R
715	Martin	113-008-007	15	0.75	11.25	\$38.27	\$430.54	R
	Stewart	113-008-008	+/- 101.25	1	101.25	\$45.17	\$4,573.46	C
	Stewart	113-008-035	12	1	12.00	\$45.17	\$542.04	C
1206	Stewart	113-008-034	111	1	111.00	\$45.17	\$5,013.87	C
720	Chipman	113-008-001	132	0.75	99.00	\$45.17	\$4,471.83	C

2120.2

1907.28

\$76,989.26

STEWART STREET SOUTH SIDE
CHESTNUT TO CHIPMAN

SPECIAL ASSESSMENT ROLL

PG. 2

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
1817	Stewart	602-007-002	107	0.75	80.25	\$38.27	\$3,071.17	R
1813	Stewart	602-007-001	107.5	1	107.50	\$38.27	\$4,114.03	R
1803	Stewart	602-007-005	114.18	0.75	85.64	\$38.27	\$3,277.25	R
1711	Stewart	602-006-004	66	0.75	49.50	\$38.27	\$1,894.37	R
1709	Stewart	602-006-003	74.25	1	74.25	\$38.27	\$2,841.55	R
1705	Stewart	602-006-002	74.25	1	74.25	\$38.27	\$2,841.55	R
1701	Stewart	602-006-001	66	0.75	49.50	\$38.27	\$1,894.37	R
1625	Stewart	602-005-004	66	0.75	49.50	\$38.27	\$1,894.37	R
1623	Stewart	602-005-003	74.25	1	74.25	\$38.27	\$2,841.55	R
1605	Stewart	602-005-002	74.25	1	74.25	\$38.27	\$2,841.55	R
1603	Stewart	602-005-001	66	0.75	49.50	\$38.27	\$1,894.37	R
1523	Stewart	602-004-004	66	0.75	49.50	\$38.27	\$1,894.37	R
1517	Stewart	602-004-003	74.25	1	74.25	\$38.27	\$2,841.55	R
1511	Stewart	602-004-002	74.25	1	74.25	\$38.27	\$2,841.55	R
1501	Stewart	602-004-001	66	0.75	49.50	\$38.27	\$1,894.37	R
1419	Stewart	602-003-004	66	0.75	49.50	\$38.27	\$1,894.37	R
1405	Stewart	602-003-003	66	1	66.00	\$38.27	\$2,525.82	R
802	Wilkinson	602-003-001	132	0.75	99.00	\$38.27	\$3,788.73	R
1329	Stewart	602-002-011	70	0.75	52.50	\$38.27	\$2,009.18	R
1325	Stewart	602-002-010	78.5	1	78.50	\$38.27	\$3,004.20	R
1319	Stewart	602-002-009	66	1	66.00	\$38.27	\$2,525.82	R
1315	Stewart	602-002-007	154.96	1	154.96	\$38.27	\$5,930.32	R
1313	Stewart	602-002-008	80	1	80.00	\$45.17	\$3,613.60	C
	Stewart	602-002-016	+/- 120.45	1	120.45	\$45.17	\$5,440.73	C
1225	Stewart	602-002-002	44	0.75	33.00	\$45.17	\$1,490.61	C
1225	Stewart	602-001-016	87.8	0.75	65.85	\$45.17	\$2,974.44	C
800	Chipman	602-001-001	115.5	0.75	86.63	\$45.17	\$3,912.85	C
			2130.94		1968.27		\$77,988.58	



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Setting Public Hearing for Special Assessment Roll for S. Chipman Street Resurfacing

RECOMMENDATION: City staff recommends approval of Resolution No. 4 which sets the second public hearing for the S. Chipman Street Resurfacing Project.

BACKGROUND: This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

As you will recall, Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 for the following public improvement:

South Chipman Street, Public Street, from South Street to Stewart Street

Attachment: (1) S. Chipman Street Resolution No. 4
(2) Bid Tab

RESOLUTION NO. ____

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
SPECIAL ASSESSMENT DISTRICT NO. 2017-04
CHIPMAN STREET, FROM SOUTH STREET TO STEWART STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 21, 2017 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
TO REVIEW SPECIAL ASSESSMENT ROLL
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Chipman Street, Public Street, from South Street to Stewart Street

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

The said Special Assessment roll is on file for public examination with the City Clerk and any objections to said Special Assessment roll must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment roll.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on August 21, 2017 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

CHIPMAN STREET WEST SIDE
SOUTH TO STEWART

SPECIAL ASSESSMENT ROLL

PG. 1

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
1408	Chipman	602-040-007	132	0.75	99	\$37.06	\$3,668.94	R
1404	Chipman	602-040-008	66	1	66	\$37.06	\$2,445.96	R
1400	Chipman	602-040-009	66	0.75	49.5	\$37.06	\$1,834.47	R
1318	Chipman	602-029-014	75.78	0.75	56.835	\$37.06	\$2,106.31	R
1312	Chipman	602-029-015	86	1	86	\$37.06	\$3,187.16	R
1304	Chipman	602-029-016	81	1	81	\$37.06	\$3,001.86	R
1300	Chipman	602-029-001	109	0.75	81.75	\$37.06	\$3,029.66	R
1210-1212	Heman	602-022-006	66	0.75	49.5	\$37.06	\$1,834.47	R
1210	Chipman	602-022-007	66	1	66	\$37.06	\$2,445.96	R
1206	Chipman	602-022-008	66	1	66	\$37.06	\$2,445.96	R
1202	Chipman	602-022-001	66	0.75	49.5	\$37.06	\$1,834.47	R
1118	Chipman	602-015-007	66	0.75	49.5	\$37.06	\$1,834.47	R
1116	Chipman	602-015-007	66	1	66	\$37.06	\$2,445.96	R
1114	Chipman	602-015-009	66	1	66	\$37.06	\$2,445.96	R
1108	Chipman	602-015-011	66	1	66	\$37.06	\$2,445.96	R
1102	Chipman	602-015-001	66	0.75	49.5	\$37.06	\$1,834.47	R
1026	Chipman	602-008-014	66	0.75	49.5	\$37.06	\$1,834.47	R
1024	Chipman	602-008-015	58	1	58	\$37.06	\$2,149.48	R
1022	Chipman	602-008-016	74	1	74	\$37.06	\$2,742.44	R
1018	Chipman	602-008-017	66	1	66	\$37.06	\$2,445.96	R
1012	Chipman	602-008-003	80	1	80	\$37.06	\$2,964.80	R
1008	Chipman	602-008-002	80	1	80	\$37.06	\$2,964.80	R
1000	Chipman	602-008-001	104	0.75	78	\$37.06	\$2,890.68	R
918	Chipman	602-001-008	132	0.75	99	\$37.06	\$3,668.94	R
900	Chipman	602-001-006	66	1	66	\$37.06	\$2,445.96	R
830	Chipman	602-001-005	66	1	66	\$37.06	\$2,445.96	R
820	Chipman	602-001-004	66	1	66	\$37.06	\$2,445.96	R
800	Chipman	602-001-001	198	0.75	148.5	\$47.76	\$7,092.36	C
			2265.78		1979.09		\$74,933.84	

CHIPMAN STREET EAST SIDE
SOUTH TO STEWART

SPECIAL ASSESSMENT ROLL

PG. 2

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
1415	Chipman	040-000-001	66	0.75	49.50	\$37.06	\$1,834.47	R
1411	Chipman	040-000-002	66	1	66.00	\$37.06	\$2,445.96	R
1405	Chipman	040-000-008	66	1	66.00	\$37.06	\$2,445.96	R
1401	Chipman	040-000-009	66	0.75	49.50	\$37.06	\$1,834.47	R
1337	Chipman	040-000-030	132	0.75	99.00	\$37.06	\$3,668.94	R
1303	Chipman	040-000-017	132	0.75	99.00	\$37.06	\$3,668.94	R
1114	Mary	040-000-018	94.5	0.75	70.88	\$37.06	\$2,626.63	R
925	Hampton	114-006-008	484.5	0.75	363.38	\$37.06	\$13,466.68	R
1115	Chipman	114-003-009	82.5	1	82.50	\$37.06	\$3,057.45	R
1111	Chipman	114-003-008	66	1	66.00	\$37.06	\$2,445.96	R
1101	Chipman	114-003-005	72	1	72.00	\$37.06	\$2,668.32	R
1031	Chipman	114-003-004	66	1	66.00	\$37.06	\$2,445.96	R
1025	Chipman	114-003-003	66	0.75	49.50	\$37.06	\$1,834.47	R
1021	Chipman	114-001-026	66	0.75	49.50	\$37.06	\$1,834.47	R
1013	Chipman	114-001-025	66	1	66.00	\$37.06	\$2,445.96	R
1009	Chipman	114-001-023	66	1	66.00	\$37.06	\$2,445.96	R
1005	Chipman	114-001-021	87.83	1	87.83	\$37.06	\$3,254.98	R
1003	Chipman	114-001-019	66	1	66.00	\$37.06	\$2,445.96	R
925	Chipman	114-001-017	66	1	66.00	\$37.06	\$2,445.96	R
919	Chipman	114-001-016	66	1	66.00	\$37.06	\$2,445.96	R
911	Chipman	114-001-013	66	1	66.00	\$37.06	\$2,445.96	R
903	Chipman	114-001-012	72	1	72.00	\$37.06	\$2,668.32	R
901	Chipman	114-001-009	60	1	60.00	\$37.06	\$2,223.60	R
817	Chipman	114-001-008	132	1	132.00	\$37.06	\$4,891.92	R
805	Chipman	114-001-005	66	1	66.00	\$37.06	\$2,445.96	R
803	Chipman	114-001-004	66	0.75	49.50	\$37.06	\$1,834.47	R
			2405.33		2112.08		\$78,273.68	



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Setting Public Hearing for Special Assessment Roll for N. Chipman Street Resurfacing, from Oliver Street to King Street

RECOMMENDATION: City staff recommends approval of Resolution No. 4 which sets the second public hearing for the N. Chipman Street Resurfacing Project.

BACKGROUND: This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

As you will recall, Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 for the following public improvement:

North Chipman Street, Public Street, from Oliver Street to King Street

Attachment(s): N. Chipman Street Resolution No. 4
Bid Tab

RESOLUTION NO. ____

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
SPECIAL ASSESSMENT DISTRICT NO. 2017-06
CHIPMAN STREET, FROM OLIVER STREET TO KING STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 21, 2017 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
TO REVIEW SPECIAL ASSESSMENT ROLL
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Chipman Street, Public Street, from Oliver Street to King Street

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

The said Special Assessment roll is on file for public examination with the City Clerk and any objections to said Special Assessment roll must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment roll.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on August 21, 2017 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

RESO #4 CHIPMAN STREET WEST SIDE
8/2/2017 OLIVER TO KING

SPECIAL ASSESSMENT ROLL

PG. 1

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
503	Chipman	537-000-021	227.65	0.75	170.74	\$20.61	\$3,518.90
	Chipman	537-000-062	145.56	1	145.56	\$20.61	\$2,999.99
521	Chipman	537-000-019	80.52	1	80.52	\$20.61	\$1,659.52
535	Chipman	537-000-018	79.38	1	79.38	\$20.61	\$1,636.02
537	Chipman	537-000-016	112.25	1	112.25	\$20.61	\$2,313.47
539	Chipman	720-000-001	74.04	0.75	55.53	\$20.61	\$1,144.47
			491.75		643.98		

CHIPMAN STREET WEST SIDE
OLIVER TO KING

SPECIAL ASSESSMENT ROLL

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
1220	Oliver	537-000-001	159.22	0.75	119.42	\$20.61	\$2,461.14
520	Chipman	537-000-003	70	1	70.00	\$20.61	\$1,442.70
524	Chipman	537-000-004	70	1	70.00	\$20.61	\$1,442.70
530	Chipman	536-000-088	110	1	110.00	\$20.61	\$2,267.10
540	Chipman	536-000-087	107.74	1	107.74	\$20.61	\$2,220.52
700	Chipman	536-000-089	173.4	0.75	130.05	\$20.61	\$2,680.33
			690.36		607.21		



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Setting Public Hearing for Special Assessment Roll for N. Chipman Street Resurfacing, from Willow Springs Drive to Harding Avenue

RECOMMENDATION: City staff recommends approval of Resolution No. 4 which sets the second public hearing for the N. Chipman Street Resurfacing Project.

BACKGROUND: This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

As you will recall, Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 for the following public improvement:

North Chipman Street, Public Street, from Willow Springs Drive to Harding Avenue

Attachment: (1) N. Chipman Street Resolution No. 4
(2) Bid Tab

RESOLUTION NO. ____

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
SPECIAL ASSESSMENT DISTRICT NO. 2017-07
N. CHIPMAN STREET, FROM WILLOW SPRINGS DRIVE TO HARDING AVENUE**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 21, 2017 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
TO REVIEW SPECIAL ASSESSMENT ROLL
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

N. Chipman Street, Public Street, from Willow Springs Drive to Harding Avenue

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

The said Special Assessment roll is on file for public examination with the City Clerk and any objections to said Special Assessment roll must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment roll.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on August 21, 2017 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

RESO #4 CHIPMAN STREET WEST SIDE
8/2/2017 WILLOW SPRINGS TO HARDING

SPECIAL ASSESSMENT ROLL

PG. 1

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
803	Chipman	603-003-017	66	0.75	49.5	\$27.20	\$1,346.40
807	Chipman	603-003-016	66	1	66	\$27.20	\$1,795.20
815	Chipman	603-000-001	66	0.75	49.5	\$27.20	\$1,346.40
903	Chipman	603-005-002	150.1	0.75	112.575	\$27.20	\$3,062.04
911	Chipman	537-000-015	113.81	1	113.81	\$27.20	\$3,095.63
1001	Chipman	537-000-014	90	1	90	\$27.20	\$2,448.00
			551.91		481.385		\$13,093.67

CHIPMAN STREET WEST SIDE
WILLOW SPRINGS TO HARDING

SPECIAL ASSESSMENT ROLL

Address NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
804	Chipman	690-006-014	66	0.75	49.5	\$27.20	\$1,346.40
806	Chipman	690-006-011	66	1	66	\$27.20	\$1,795.20
	Chipman	690-006-010	66	1	66	\$27.20	\$1,795.20
814	Chipman	690-006-007	50	1	50	\$27.20	\$1,360.00
902	Chipman	690-006-006	49	1	49	\$27.20	\$1,332.80
906	Chipman	690-006-004	99	1	99	\$27.20	\$2,692.80
912	Chipman	690-006-002	99	0.75	74.25	\$27.20	\$2,019.60
			495.00		453.75		\$12,342.00



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Setting Public Hearing for Special Assessment Roll for Chestnut Street Resurfacing

RECOMMENDATION: City staff recommends approval of Resolution No. 4 which sets the second public hearing for the Chestnut Street from South Street to Stewart Street Resurfacing Project.

BACKGROUND: This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

As you will recall, Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 for the following public improvement:

Chestnut Street, Public Street, from South Street to Stewart Street

Attachment: (1) Chestnut Street Resolution No. 4
(2) Individual Assessment Listing

RESOLUTION NO. ____

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
SPECIAL ASSESSMENT DISTRICT NO. 2017-08
CHESTNUT STREET, FROM SOUTH STREET TO STEWART STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 21, 2017 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
TO REVIEW SPECIAL ASSESSMENT ROLL
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Chestnut Street, Public Street, from South Street to Stewart Street

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

The said Special Assessment roll is on file for public examination with the City Clerk and any objections to said Special Assessment roll must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment roll.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on August 21, 2017 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

RESO. #4

CHESTNUT STREET WEST

SPECIAL ASSESSMENT ROLL

PG. 1

8/2/2017 Township

NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
					2572.84		\$0.00
					2,572.84		0.00

Note: Township side 25+72.84

CHESTNUT STREET EAST

SPECIAL ASSESSMENT ROLL

City

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
1415	Chestnut	602-039-002	278.75	0.75	209.0625	\$13.81	\$2,887.15	I-1
	Chestnut	602-033-006	420.09	1	420.09	\$13.81	\$5,801.44	I-1
1101	Chestnut	602-021-001	693	0.75	519.75	\$13.81	\$7,177.75	I-1
1029	Chestnut	602-014-006	132	0.75	99	\$13.81	\$1,367.19	I-1
	Chestnut	602-014-005	66	1	66	\$13.81	\$911.46	I-1
	Chestnut	602-014-004	66	1	66	\$13.81	\$911.46	I-1
1007	Chestnut	602-014-003	132	1	132	\$13.81	\$1,822.92	I-1
1001	Chestnut	602-014-002	132	0.75	99	\$13.81	\$1,367.19	I-1
829	Chestnut	602-007-010	66	0.75	49.5	\$5.92	\$293.04	R
825	Chestnut	602-007-009	66	1	66	\$5.92	\$390.72	R
821	Chestnut	602-007-008	66	1	66	\$5.92	\$390.72	R
817	Chestnut	602-007-007	110	1	110	\$5.92	\$651.20	R
811	Chestnut	602-007-004	67.5	1	67.5	\$5.92	\$399.60	R
807	Chestnut	602-007-003	67.5	1	67.5	\$5.92	\$399.60	R
1817	Stewart	602-007-002	78	0.75	58.5	\$5.92	\$346.32	R
			2440.84		2095.90		\$25,117.76	
			I-1	1919.84	1610.90			
			R	521	485.00			

Note: 1415 Chestnut 288.75' front footage used 278.75'
 1817 Stewart 85' front footage used 78'



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: July 20, 2017
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1374

Jaimi Redmond, Block Party Organizer, has requested a street closure for the “7th Annual Neighborhood Block Party”.

LOCATION:

Corner of E. Oliver St. and N. Gilbert St. to corner of N. Gilbert St. and Queen St.

DATE:

8/26/17

TIME:

2:00 pm

The Public Safety Department has issued Traffic Control Order No. 1374 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval, waiver of the insurance requirement, and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1374

7/6/17

2:07 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street Closure

LOCATION OF CONTROL

Gilbert St. from Oliver St. to Queen St.

EVENT:

7th Annual Neighborhood Block Party

DATE: August 26, 2017 2:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



1374

APPLICATION FOR USE OF
PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0550 • FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: 7th Annual Neighborhood Block Party Date: 7-10-17

Primary Contact Person

Name: Jaimi Redmond

Title: _____

Address: 701 E Oliver St

Owosso, MI 48867

Phone: 989-666-6397

Requested Date(s): 8-26-17 Requested Hours: 2:00pm - ?

Area Requested (Parking Lot - Parade Route): corner of East Oliver + North Gilbert to
corner of North Gilbert + Queen Street

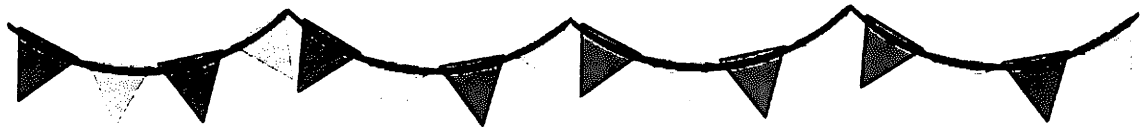
Detailed description of the use for which the request is made: Neighborhood party.

- ☐ Attach copies of any rules or policies applicable to persons participating in the event.
- ☐ Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
- or
- ☒ The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson



Come spend the afternoon with us!

7th Annual Neighborhood Block Party



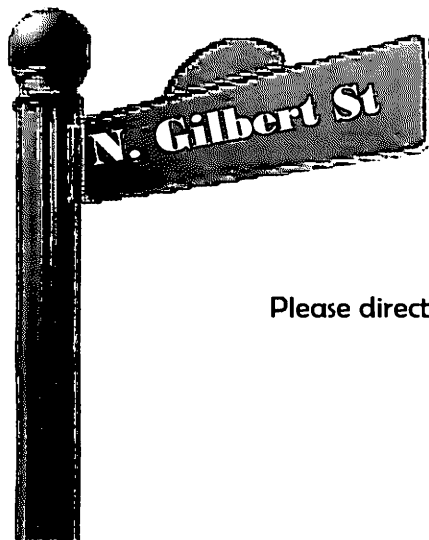
August 26th, 2017

The fun starts at 2:30pm at North Gilbert Street

Lunch is served at 3:00pm

Please bring a passing dish, lawn chairs, & BYOB

Hot dogs will be provided. If you should want something besides hotdogs, please bring it already prepared.



Please direct any questions to Jaimi: 989-666-6397



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: July 26, 2017
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1375

Rick Morris, member of Westtown Merchants CIA, has requested a parking lot closure for the "Antique Bike Show".

LOCATION:

800 Block of W. Main St. parking lot

DATE:

8/13/17

TIME:

8:00 am – 3:00 pm

The Public Safety Department has issued Traffic Control Order No. 1375 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval, waiver of the insurance requirement, and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1375

7/26/17

2:00 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking Lot closure

LOCATION OF CONTROL

Parking lot in 800 block of W. Main St.

EVENT:

Owosso Bike Fest

DATE: August 13, 2017 8:00 am – 3:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

APPLICATION FOR USE OF
PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 · (989) 725-0550 · FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: Westown Merchants CIA Date: 7.21.17

Primary Contact Person
Name: RICK MORRIS

Title: _____

Address: 814 W. MAIN ST.

Phone: 725-8373

Requested Date(s): AUGUST 13th Requested Hours: 8AM - 3PM

Area Requested (Parking Lot - Parade Route): 800 BLOCK OF W. MAIN ST
PARKING LOT

Detailed description of the use for which the request is made: ANTIQUE BIKE SHOW

All RIDERS must sign the release. A parent's signature is required for applicants under 18. Riders under 16 must be accompanied by an adult. #

X _____
LAST NAME PRINTED FIRST NAME SIGNATURE DATE

X _____
GUARDIAN SIGNATURE

I AGREE THAT THE HOUSE OF WHEELS INC. AND ANYONE ASSOCIATED WITH THEM WILL NOT BE LIABLE FOR ANY LOSS, INJURY OR DEATH RELATED TO THE CWOSSO BIKE FEST OR ACTIVITIES ASSOCIATED WITH IT. I KNOW THAT THERE ARE RISKS ASSOCIATED WITH THESE ACTIVITIES AND I ~~WILLINGLY~~ ~~WILLINGLY~~ ACCEPT THESE RISKS. I KNOW THAT THE RIDE ORGANIZER'S SOLE FUNCTION IS PLANNING THE RIDE AND THAT IT IS MY RESPONSIBILITY TO KNOW AND OBEY ALL LAWS AND ENSURE MY OWN SAFETY. I AM PHYSICALLY FIT AND ABLE TO PARTICIPATE.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: July 26, 2017
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1376

Carl Ludington, member of Owosso Community Players, has requested parking space closures for pick-up and drop-off before, during and after show times.

LOCATION:

Parking spaces under Marquee area (2 spaces)

DATE:

**September 8, 9, 10, 15, 16, 2017
November 3, 4, 5, 10, 11, 12, 2017
April 20, 21, 22, 27, 28, 29, 2018**

TIME:

**1 hour before show
During show
1 hour after show**

The Public Safety Department has issued Traffic Control Order No. 1376 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval, waiver of the insurance requirement, and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1376

7/26/17

2:00 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking space closure

LOCATION OF CONTROL

114 E. Main St. (2 parking spaces under Marquee)

EVENT/DATES:

Performing Arts Theater Events

September 8, 9, 10, 15, 16, 2017

November 3, 4, 5, 10, 11, 12, 2017

April 20, 21, 22, 27, 28, 29, 2018

APPROVED BY COUNCIL

_____, 20____

REMARKS



APPLICATION FOR USE OF
PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 · (989) 725-0550 · FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: *Owosso Community Players*

Date: *7-18-17*

Primary Contact Person

Name: *Carl Ludington*

Title: *OCP member*

Address: *114 E. Main St.
Owosso Mich.*

Phone: *517-204-5213*

Requested Date(s): Sept 8, 9, 10, 15, 16 - 2017
Nov 3, 4, 5, 10, 11, 12 - 2017
April 20, 21, 22, 27, 28, 29 - 2018

Requested Hours: 1 hr before shows
during shows
1 hr After shows

Area Requested (Parking Lot - Parade Route):

2 parking spaces under Marquee area

Detailed description of the use for which the request is made:

Drop off and Pick up area for theatre patrons,
mostly used by Elderly people and during
inclement weather

Attach copies of any rules or policies applicable to persons participating in the event.

Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.

or

The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

.....
Do Not Write Below This Line - For Officials Use Only

Approved

Not Approved

Date:

Traffic Control Order Number

Cc: DDA - Director

WCIA - Chairperson



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 3, 2017
TO: City Council
FROM: Glenn M. Chinavare, Utility Director
SUBJECT: GIS-Geodatabase Support Services for Water & Sewer System Mapping

RECOMMENDATION:

Authorization and approval to amend the professional service agreement with Orchard, Hiltz, and McClement (OHM) of Livonia, Michigan, for GIS-geodatabase maintenance support services.

BACKGROUND:

OHM has developed geodatabases for the Water Distribution System and the Sanitary Sewer Collection System using SAW Grant funds from the State of Michigan. Both of these mapping systems are near completion, and will require ongoing maintenance support services to keep current with ever changing construction and maintenance detail.

The city does not presently have trained staff to manage all of the data entry and system modeling applications for these geodatabases, and will require support. City utility staff can gather and provide GIS data, as well as maintenance and construction detail for updating the mapping systems. However, support is required to upload this field detail to the proper mapping system files, and to provide other modeling and calibration scenarios on demand.

FISCAL IMPACTS:

The additional services proposed are a not-to-exceed \$30,000.00 FY2017-2018. Services are chargeable to the Water Fund account 591-552-818.000, Sewer Fund account 590-549-818.000, and Street Fund accounts 202/203-463-818.000.

Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: (1) OHM Proposal

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF ADDENDUM NO. 6 TO
AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors by the adoption of Resolution 26-2015 on April 6, 2015; and

WHEREAS, the city and Director of Public Services & Utilities desires to expand the contract to include additional services for providing GIS database maintenance services for water distribution, sanitary sewer, and storm sewer mapping systems.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to expand the contract approved by Resolution 26-2015 on April 6, 2015 with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors to include additional services for ongoing GIS database mapping and maintenance services.
- SECOND: The accounts payable department is authorized to submit payment to OHM Advisors for professional services, up to and including addendum No. 6, in an amount not to exceed \$666,355 for engineering services.
- THIRD: The above expenses shall be paid from water funds, sewer funds, and street funds.



June 18, 2017

Mr. Glenn Chinavare
Utilities Director
City of Owosso
301 West Main St.
Owosso, MI 48867

RE: GIS General Services Proposal

Dear Mr. Chinavare:

We would like to thank you for the opportunity to submit a proposal for as-needed GIS services. We have prepared the following project understanding and scope of services based on our understanding of the needs of the City of Owosso.

PROJECT UNDERSTANDING

The City of Owosso has contracted OHM Advisors to develop geodatabases for their sanitary sewer collection (via MDEQ SAW Grant) and water distribution (via Water Reliability Study) systems. As part of the SAW Grant, the City has already obtained new equipment for use in continuing development and enhancement of their GIS system. The City has asked OHM Advisors to submit a proposal to provide support services for their overall GIS system features, sanitary and water geodatabases, and future storm sewer geodatabase. Other GIS features may also be added in the future. When the City has a GIS service request, it will be sent to OHM Advisors to be completed as part of the ongoing assistance initiative.

SCOPE OF SERVICES

Our scope of professional services includes the following tasks:

- Address Licensing (Desktop & Online)
- Asset Management Software Implementation (To be determined with City)
- Ongoing Assistance
 - ✓ GIS Geodatabase Updates (Includes new development, attribution, & schema updates)
 - ✓ Map Updates
 - ✓ Routine Maintenance Programs
- ArcGIS Online Maps/Apps
- Other GIS Tasks

COMPENSATION

OHM proposes to provide the above outlined professional services on an hourly basis based on OHM Advisors' current Hourly Rate Schedule and in accordance with the General Services Agreement with City of Owosso. The hourly rates of the anticipated employee types to perform the GIS services are as follows:

Technician IV \$116.00
Technician III \$106.00
Technician II \$92.00

A new Hourly Rate Schedule will be provided in December of each year to be used for the following calendar year's services. Before a task is started, OHM Advisors will discuss estimated time to complete said task with the City to gain approval to proceed.

OHM can provide additional services not described in this proposal for an additional fee. No additional work shall proceed without receipt of written authorization from the City of Owosso.

Should you find this agreement acceptable, please execute both copies and return a copy to us for our files. This proposal will be valid for 60 days.

We look forward to working with you and please feel free to contact us if you need any additional information.

Sincerely,



Andrew VanWormer, PE
Project Manager

Cc: file

Professional Services

Accepted By: _____

Title: _____

Date: _____



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017
TO: City Council
FROM: Glenn Chinavare, Director of Public Services
SUBJECT: Change Orders No. 1 & No. 2 for Cargill Access Road Project

RECOMMENDATION:

Approval of Change Order No.1 (contract modification No.1), and Change Order No. 2 (contract modification No. 2) in the amount of \$202,728.59; revising the original contract price of \$1,621,311.07 to \$1,824,039.66.

BACKGROUND:

On September 19, 2016, Council awarded the Cargill Access Road Contract to Crawford Contracting, Inc. of Mt Pleasant, MI. in the amount of \$1,621,311.07. During the project, changes in field conditions required additional labor and materials to complete the project. Change Order #1 in the amount of \$15,686.30 is necessary to complete work for new water main installation. Change Order #2 in the amount of \$187,042.29 is necessary to complete work for new road, water main, and parking area.

FISCAL IMPACTS:

Expenses for changed work items for the Cargill Access Road project shall be paid from the General Appropriations Account No. 288-901-974.200 (\$94,698.79) and Water Fund Account Fund Account No. 288-901-972.000 (\$108,029.80).

Attachments: (1) Resolution, Cargill Access Road, Change Orders #1 & #2
(2) Contract Modifications 1 & 2

Document originated by: Glenn Chinavare, Director of Public Services

RESOLUTION NO.

**AUTHORIZING THE APPROVAL OF CHANGE ORDERS # 1 AND #2 FOR
CARGILL ACCESS ROAD PROJECT
WITH CRAWFORD CONTRACTING, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has approved a contract with Crawford Contracting, Inc. on September 19, 2017 in the amount of \$1,621,311.07 ; and

WHEREAS, additional materials and labor were required to complete the project pursuant to Change Order #1 in the amount of \$15,686.30 and Change Order #2 in the amount of \$187,042.29; with total change amount as \$202,728.59.

WHEREAS, the work is necessary to complete the project in accordance with agreements between the city of Owosso, MDEC, MDEQ, and other interested parties related to the project.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the contract with Crawford Contracting, Inc. in the amount of \$202,728.59, increasing the original contract from \$1,621,311.07 to \$1,824,039.66.
- SECOND: The mayor and city clerk are instructed and authorized to sign Change Orders #1 and #2 between the City of Owosso and Crawford Contracting, Inc.
- THIRD: The above expenses shall be paid from the General Appropriations General Appropriations Account No. 288-901-974.200 (\$94,698.79) and Water Fund Account Fund Account No. 288-901-972.000 (\$108,029.80).
- FOURTH: The Accounts Payable Department is authorized to pay Crawford Contracting for additional work provided, up to the revised contract price of \$1,824,039.66.



Contract Modification

4/18/2017 1:26 PM
FieldManager 5.2a

Contract: _0020-16-0020, Cargill Project

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Electronic File Created	Net Change	Awarded Contract Amount
1	1	4/18/2017	No	\$15,686.30	\$1,658,811.07
Route		Managing Office OHM Advisors		District 0	Entered By Rachyl R Randall
Contract Location City of Owosso					

Short Description

Adding and decreasing Items

Description of Changes

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Curb Box, Stop, 3/4 Inch - Cat 003	8237050	0535	0535	0020-16-0020	003	Original	-14.000	Ea	750.00000	\$-10,500.00

Total Dollar Value: \$-10,500.00

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Proposed Quantity	Unit	Unit Price	Dollar Value
_ 1 1/2 inch Copper Service Lead, Type "K", Modified	8237001	0620	0620	0020-16-0020	003	Extra	40.000	Ft	42.00000	\$1,680.00

Reason: City requested the incorporation of ball field services into the new water main

_ 12" Live Tap	8237050	0600	0600	0020-16-0020	003	Extra	1.000	Ea	5,700.00000	\$5,700.00
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Reason: New means of connecting to a live existing 12" water main where a connection was not previously planned.

_ 3/4" Pigtails	8237050	0595	0595	0020-16-0020	003	Extra	14.000	Ea	100.00000	\$1,400.00
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Reason: Added pipe length to provide adequate depth of water service to the ROW.

Contract: _0020-16-0020

Cont. Mod.: 1, Rev. 1

Page 1 of 3

Contract Modification

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ Curb Box, Stop, 1 1/2 inch, Corporation Stop and Connection, Modified	8237050	0625	0625	0020-16-0020	003	Extra	3.000	Ea	1,400.00000	\$4,200.00

Reason: City requested the incorporation of ball field services into the new water main

_ Curb Box, Stop, 3/4 inch, Corporation Stop and Connection, Modified	8237050	0610	0610	0020-16-0020	003	Modified	14.000	Ea	775.00000	\$10,850.00
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Reason: OHM suggested change in saddle from a rod design to strap design, approved by City

_ HMA, Mobilization	5017060	0615	0615	0020-16-0020	001	Extra	1.000	Dlr	1,000.00000	\$1,000.00
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Reason: Contractor requested additional payment for paving water main connection upon completion, approved by City

Sign, Type B, Temp, P18120352 Furn	0605	0605	0020-16-0020	001	Extra	137.000	Sft	9.90000	\$1,356.30
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Reason: Additional signs for the proper signage of the detour on Chipman Street to conduct a water main connection.

Total Dollar Value: \$26,186.30

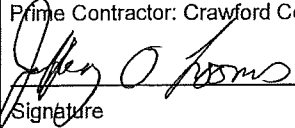
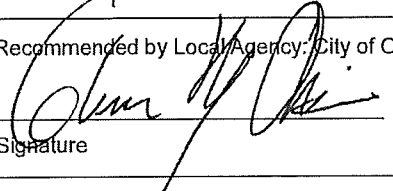
Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
0020-16-0020	City of Owosso - Cargill Project	0	CNST			
001	Road and Sewer					\$2,356.30
003	Watermain Items					\$13,330.00

Total: \$15,686.30

Total Net Change Amount: \$15,686.30

Contract Modification

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.			
Prime Contractor: Crawford Contracting, Inc.  Signature _____ Date <u>4/24/17</u>		Recommended by Construction Engineer: _____ Signature _____ Date _____	
Prepared by Project Engineer: Andrew Van Worman _____ Signature _____ Date <u>4/24/17</u>		Authorized by Managing Office Manager: _____ Signature _____ Date _____	
Prepared by Consultant Project Manager: _____ Signature _____ Date _____		Authorized by Region Construction Engineer: _____ Signature _____ Date _____	
Recommended by Local Agency: City of Owosso  Signature _____ Date <u>4-18-17</u>		Authorized by Bureau of Field Services: _____ Signature _____ Date _____	
Authorized by Airport Sponsor: _____ Signature _____ Date _____		Authorized by Airports Division: _____ Signature _____ Date _____	
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.			
___ Approved ___ Not Eligible ___ See Letter Dated _____		_____ (Signature) _____ (Date)	
FEDERAL PARTICIPATION - ACTION BY F.A.A.			
___ Approved ___ Not Eligible ___ See Letter Dated _____		_____ (Signature) _____ (Date)	

Contract Modification

OHM

OHM Advisors

7/10/2017 2:43 PM

FieldManager 5.3a

Contract: _0020-16-0020, Cargill Project

Cont. Mod. Number 2	Revision Number	Cont. Mod. Date 7/10/2017	Electronic File Created No	Net Change \$187,042.29	Awarded Contract Amount \$1,658,811.07
Route		Managing Office OHM Advisors		District 0	Entered By Rachyl R Randall
Contract Location City of Owosso					

Short Description

Balancing Items

Description of Changes

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_Aggregate Base, 6 inch Modified - Cat 005	3027011	0150	0150	0020-16-0020	005	Original	549.650	Syd	9.81000	\$5,392.07
_Aggregate Base, 8 inch Modified - Cat 005	3027011	0155	0155	0020-16-0020	005	Original	922.530	Syd	12.32000	\$11,365.57
_Approach, CI II, 8 inch Modified - Cat 003	3077011	0165	0165	0020-16-0020	003	Original	203.340	Syd	9.81000	\$1,994.77
_Curb Box, Stop, 3/4 inch, Corporation Stop and Connection, Modified	8237050	0610	0610	0020-16-0020	003	Modified	2.000	Ea	775.00000	\$1,550.00
_Drainage Structure, 60 inch, CB	4037050	0250	0250	0020-16-0020	001	Original	2.000	Ea	3,000.00000	\$6,000.00
_Driveway NR Conc 6 inch Modified - Cat 003	8017011	0320	0320	0020-16-0020	003	Original	72.890	Syd	36.92000	\$2,691.10

Contract: _0020-16-0020

Cont. Mod.: 2

Page 1 of 6

Contract Modification

OHM
OHM Advisors

7/10/2017 2:43 PM
FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Gate Valve & Box 12 Inch - Cat 003	8237050	0545	0545	0020-16-0020	003	Original	1.000	Ea	2,700.00000	\$2,700.00
_ Geotextile Separator Modified	3087011	0170	0170	0020-16-0020	001	Original	137.270	Syd	3.00000	\$411.81
_ Geotextile Separator Modified - Cat 005	3087011	0175	0175	0020-16-0020	005	Original	480.610	Syd	3.00000	\$1,441.83
_ HMA, Driveway	5017011	0300	0300	0020-16-0020	001	Original	241.400	Syd	65.00000	\$15,691.00
_ HMA, Repair - Cat 003	5017011	0310	0310	0020-16-0020	003	Original	2.360	Syd	65.00000	\$153.40
_ Pavt, Rem, Modified - Cat 003	2047011	0080	0080	0020-16-0020	003	Original	208.780	Syd	6.00000	\$1,262.56
_ Railroad Flag Person - Cat 003	8507040	0575	0575	0020-16-0020	003	Original	12.000	Hr	100.00000	\$1,200.00
_ Structure Cover, ADJ, C1 Modified	4037050	0260	0260	0020-16-0020	001	Original	5.000	Ea	400.00000	\$2,000.00
_ SWR, STRM, 12 Inch SDR26	4027001	0190	0190	0020-16-0020	001	Original	28.000	Ft	45.00000	\$1,260.00
_ SWR, STRM, 16 Inch SDR26	4027001	0195	0195	0020-16-0020	001	Original	5.000	Ft	50.00000	\$250.00

Contract Modification

OHM
OHM Advisors

7/10/2017 2:43 PM
FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Turf Establishment, Performance	8167011	0485	0485	0020-16-0020	001	Original	7,698.070	Syd	4.00000	\$30,792.28
Reason: Additional berm runoff area and equipment access across the Sonoco site led to extra restoration quantity.										
Water Main, C900 PVC 12 Inch Det G - Cat 003	8237001	0500	0500	0020-16-0020	003	Original	284.000	Ft	56.41000	\$14,892.24
Water Main, DI 12 Inch Det G - Cat 003	8237001	0515	0515	0020-16-0020	003	Original	681.500	Ft	78.15000	\$54,040.73
Reason: Some locations of water main were determined to require sand backfill. Total water main quantities were not superfluous.										
Water Main, DI 8 Inch Det G - Cat 003	8237001	0520	0520	0020-16-0020	003	Original	181.000	Ft	70.00000	\$12,670.00
Water Main, Rem - Cat 003	8237001	0525	0525	0020-16-0020	003	Original	24.000	Ft	30.00000	\$720.00
Clearing	2010001	0010	0010	0020-16-0020	001	Original	0.120	Acre	12,000.00000	\$1,440.00
Dr Structure Cover, Type B	4030010	0205	0205	0020-16-0020	001	Original	3.000	Ea	800.00000	\$2,400.00
Dr Structure, Rem	2030011	0030	0030	0020-16-0020	001	Original	1.000	Ea	500.00000	\$500.00
Driveway Opening, Conc, Det M	8020050	0330	0330	0020-16-0020	001	Original	64.600	Ft	16.36000	\$1,064.58
Ero Con, Inlet Protection, Fabric Drop - Cat 003	2080020	0110	0110	0020-16-0020	003	Original	5.000	Ea	100.00000	\$500.00

Contract Modification

OHM
OHM Advisors

7/10/2017 2:43 PM
FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Excavation, Earth	2050016	0090	0090	0020-16-0020	001	Original	19,560	Cyd	6.00000	\$117.36
Fence, Moving	8080120	0370	0370	0020-16-0020	001	Original	10,000	Ft	20.00000	\$200.00
HMA, 2C - Cat 005	5010030	0285	0285	0020-16-0020	005	Original	5,140	Ton	66.00000	\$339.24
Masonry and Conc Structure, Rem	2040045	0060	0060	0020-16-0020	001	Original	32,000	Cyd	30.00000	\$960.00
Riprap, Plain	8130010	0480	0480	0020-16-0020	001	Original	10,000	Syd	50.00000	\$500.00
Sidewalk, Rem	2040055	0055	0055	0020-16-0020	001	Original	17,350	Syd	5.00000	\$86.75
Sidewalk, Rem - Cat 003	2040055	0060	0060	0020-16-0020	003	Original	18,000	Syd	5.00000	\$90.00
Sign, Type III, Erect, Salv - Cat 003	8100402	0385	0385	0020-16-0020	003	Original	7,000	Ea	35.00000	\$245.00
Track, Rem	2040065	0065	0065	0020-16-0020	001	Original	407,000	Ft	20.00000	\$8,140.00
Tree, Rem, 19 inch to 36 inch	2020002	0015	0015	0020-16-0020	001	Original	1,000	Ea	800.00000	\$800.00

Contract Modification

OHM
OHM Advisors

7/10/2017 2:43 PM
FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Tree, Rem, 6 inch to 18 inch	2020004	0025	0025	0020-16-0020	001	Original	4,000	Ea	300.00000	\$1,200.00

Total Dollar Value: \$187,042.29

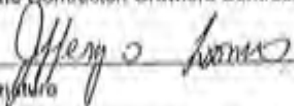


Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
0020-16-0020	City of Owosso - Cargill Project	0	CNST			
001	Road and Sewer					\$73,803.78
003	Watermain Items					\$94,699.80
005	Parking					\$18,538.71
Total:						<u>\$187,042.29</u>
Total Net Change Amount:						<u>\$187,042.29</u>

Contract Modification

OHM
OHM Advisors

7/19/2017 2:43 PM
FieldManager 5.3a

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.			
Prime Contractor: Crawford Contracting, Inc. <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  Signature </div> <div style="text-align: center;"> 7/18/2017 Date </div> </div>		Recommended by Construction Engineer: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>	
Prepared by Project Engineer: Alex Parent <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  Signature </div> <div style="text-align: center;"> 7/10/17 Date </div> </div>		Authorized by Managing Office Manager: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>	
Prepared by Consultant Project Manager: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>		Authorized by Region Construction Engineer: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>	
Recommended by Local Agency: City of Owosso <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  Signature </div> <div style="text-align: center;"> 7-24-17 Date </div> </div>		Authorized by Bureau of Field Services: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>	
Authorized by Airport Sponsor: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>		Authorized by Airports Division: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Date </div> </div>	
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.			
_____ Approved _____ Not Eligible _____ See Letter Dated _____		<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> _____ (Signature) </div> <div style="text-align: center;"> _____ (Date) </div> </div>	
FEDERAL PARTICIPATION - ACTION BY F.A.A.			
_____ Approved _____ Not Eligible _____ See Letter Dated _____		<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> _____ (Signature) </div> <div style="text-align: center;"> _____ (Date) </div> </div>	



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: July 27, 2017

TO: Owosso City Council

FROM: Karen K. Ruddy, Finance Director

SUBJECT: Professional Services Agreement for Financial Audit Services

RECOMMENDATION:

Approve an agreement with Rehmann Robson to provide an independent financial audit of the city, component units and the Employees Retirement System for fiscal year 2017 in the amount of \$23,300.

BACKGROUND:

Rehmann Robson has provided the city with auditing services for the past six years after being selected from a short list of top rated firms. Rehmann has proposed extending the contract for another five years. There is some merit to having auditors experienced in city operations, controls and processes to assist during staff transitions. The engagement letter for approval however is for one fiscal year only.

FISCAL IMPACTS:

Audit fees in the various funds charged are budgeted.

Attachments: Resolution
Engagement Letter

RESOLUTION NO.
RESOLUTION AUTHORIZING THE EXECUTION OF A LETTER OF ENGAGEMENT
WITH
REHMANN ROBSON, CERTIFIED PUBLIC ACCOUNTANTS,
TO AUDIT FISCAL YEAR ENDING JUNE 30, 2017

WHEREAS, the city of Owosso, Michigan is required by the state of Michigan to have an independent audit performed annually according to generally accepted auditing standards; and

WHEREAS, obtaining certified public accountants to prepare the audit of the financial statements is necessary and it is hereby determined that Rehmann Robson, PLLC, are qualified to provide such services;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
OWOSSO, SHIAWASSEE COUNTY, MICHIGAN:

FIRST: that the city of Owosso has heretofore determined that engaging Rehmann Robson, PLLC, certified public accountants, is advisable and necessary, to conduct and prepare an audit of the basic financial statements for the city of Owosso, Michigan;

SECOND: that the letter of engagement between the city of Owosso and Rehmann Robson, attached as Exhibit A for a cost not to exceed \$23,300 is hereby approved; and

THIRD: that the city manager of the city of Owosso is hereby instructed and authorized to sign the document attached as Exhibit A for the city of Owosso.

FOURTH: Payment of \$23,300 is hereby approved per the schedule below from the various funds being audited;

September 30, 2017	\$ 7,000
October 15, 2017	11,300
October 31, 2017	5,000



Rehmann Robson

5800 Gratiot Rd.
Suite 201
Saginaw, MI 48638
Ph: 989.799.9580
Fx: 989.799.0227
rehmann.com

July 21, 2017

Ms. Karen Ruddy, CPA
City of Owosso
301 W. Main St.
Owosso, MI 48867

Enclosed is the engagement letter for the *City of Owosso* for the year ended June 30, 2017. *Government Auditing Standards* (as amended) require that we communicate, during the planning stage of an audit, certain information to the City Council. This information includes the auditors' responsibilities in a financial statement audit, including our responsibilities for testing and reporting on compliance with laws and regulations and internal control over financial reporting. The engagement letter includes the items which must be communicated to the City Council.

Therefore, please make copies of the attached engagement letter and forward the copies to the City Council.

Please sign and return the enclosed copy of the attached engagement letter to us at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Rehmann Robson LLC". The signature is written in a cursive, flowing style.

Enclosures

July 21, 2017

City Council
City of Owosso
301 W. Main St.
Owosso, MI 48867

We are pleased to confirm our understanding of the services we are to provide *City of Owosso* (the "City") for the year ended June 30, 2017.

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules of Required by GASB 67 and 68 - Pension Plan

We have also been engaged to report on supplementary information other than RSI, such as combining and individual fund financial statements, that accompanies the City's basic financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Audit Objectives

The objective of our audit is the expression of opinions as to whether the City's basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit of the City's financial statements does not relieve management or those charged with governance of their responsibilities. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the City Council. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs to our report. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with management in advance. If circumstances occur and come to our attention related to the condition of the City's records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, or we become aware that information provided by the City is incorrect, incomplete, or otherwise unsatisfactory which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

The concept of materiality is inherent in the work of an independent auditor. An independent auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote. For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting and financial reporting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

Audit Procedures and Our Responsibilities—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We may request written representations from the City's attorneys as part of the engagement, and they may bill the City for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from management about the financial statements and related matters.

We have advised the City of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). We can, as a separate engagement, perform extended procedures specifically designed to potentially detect defalcations. Management acknowledges that the City has not engaged us to do so and does not wish to do so at this time.

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with the preparation of the City's financial statements and related notes. Management will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that management has reviewed and approved the financial statements and related notes prior to their issuance and has accepted responsibility for them. Management agrees to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, and/or experience to oversee any nonaudit services we provide; evaluate the adequacy and results of these or other nonattest services provided by our Firm; and understand and accept responsibility for the results of such services.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the City and its business environment, including internal control over financial reporting, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures that are appropriate in the circumstances. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control, or to identify significant deficiencies or material weaknesses in internal control, or to express an opinion on the effectiveness of internal control over financial reporting. However, during the audit, we will communicate to the appropriate level of management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*. These matters refer to significant matters related to the financial statement audit that are, in our professional judgment, relevant to the responsibilities of those charged with governance in overseeing the City's financial reporting process. When applicable, we are responsible for communicating certain matters required by laws or regulations, or by additional requirements that may be applicable to this engagement. Auditing standards generally accepted in the United States of America do not require the independent auditor to design or perform procedures for the purpose of identifying other matters to communicate with those charged with governance. Management is responsible for assessing the implications of and correcting any internal control-related matters brought to the City's attention by us.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Management Responsibilities

Management is solely and completely responsible for designing, implementing, and maintaining effective internal control over financial reporting, including ongoing monitoring activities; to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with an acceptable financial reporting framework. Management is responsible for determining, and has determined, that the applicable and appropriate financial reporting framework to be used in the preparation of the City's financial statements is accounting principles generally accepted in the United States of America (GAAP).

Management is also solely and completely responsible for making all financial records and related information available to us and for ensuring that financial information is reliable and properly recorded. Management is also responsible for providing us with (1) access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request from management for the purpose of the audit, and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.

Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

We understand that management will provide us with such information required for our audit, including a reasonably adjusted trial balance, and that management is responsible for the accuracy and completeness of that information. Assistance provided by our Firm in the preparation of a reasonably adjusted trial balance is considered an additional billable service.

We will advise management about appropriate accounting principles and their application and may assist in the preparation of the City's financial statements, but the responsibility for the financial statements remains with management with oversight by those charged with governance. As part of our engagement, we may propose standard, adjusting, or correcting journal entries to the City's financial statements. Management is responsible for reviewing the entries, understanding the nature of any proposed entries and the impact they have on the financial statements, and the implications of such entries on the City's internal control over financial reporting. Further, the City is responsible for designating a qualified management-level individual to be responsible and accountable for overseeing these services.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing us of its knowledge of any allegations of fraud, suspected fraud, or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, management is responsible for identifying and ensuring that the City complies with applicable laws, regulations, contracts, agreements and grants and for taking timely and appropriate steps to remedy any fraud, violations of contracts or grant agreements, or abuse that we may report.

Management is responsible for the preparation of the supplementary information that is presented fairly in relation to the basic financial statements. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that (1) management is responsible for presentation of the supplementary information in accordance with GAAP; (2) that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. Management is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as management's planned corrective actions for the report, and for the timing and format for providing that information.

During the course of our engagement, we will request information and explanations from management regarding the City's operations, internal control over financial reporting, various matters concerning fraud risk, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written management representation letter.

Fees

The not-to-exceed fee for the audit of the City's financial statements will be \$23,300. Our invoices for these fees are due and payable as follows:

September 30, 2017	\$ 7,000
October 15, 2017	11,300
October 31, 2017	5,000

This fee is based on the assumption that unexpected circumstances will not be encountered during the audit. This fee is based on anticipated cooperation from the City's personnel, continued readiness and proactive assistance on their part in providing us with complete and accurate information (whether financial or nonfinancial in nature) considered necessary by us to form an appropriate opinion, and the assumption that unexpected circumstances will not be encountered during the audit. Such circumstances include, but are not necessarily limited to significant addition or deletion of funds, component units or related entities and first-time application of significant new professional accounting or auditing pronouncements. In addition, the fee above assumes management will analyze and maintain appropriate support for significant valuation assertions embodied in the financial statements including the valuation of investment securities, the actuarial methods and assumptions used to calculate the net pension and other postemployment benefits liabilities, impairment of capital assets including those held for sale, the valuation of inventories and land held for resale, allowances for uncollectible receivables, and the estimate for incurred-but-not-reported self insurance claims. If significant additional time is necessary, we will discuss the related circumstances with management and arrive at a new fee estimate, which may or may not occur before we incur the additional time. In these circumstances, we may also issue a change order form (an attached example is provided.)

Engagement Administration, and Other

Management shall discuss any independence matters with Rehmann that, in management's judgment, could bear upon Rehmann's independence.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Rehmann and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a cognizant or grantor agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify management of any such request. If requested, access to such audit documentation will be provided under the supervision of Rehmann personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Our audit engagement and responsibility as auditors ends on delivery of our audit report. Any follow-up services that might be required will be part of a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we provide the City with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our 2014 peer review report accompanies this letter.

This engagement letter and the attached Rehmann Audit Engagement Letter Terms and Conditions reflect the entire understanding between us relating to the audit services covered by this agreement. This agreement may not be amended or varied except by a written document signed by both parties. It replaces and supersedes any previous proposals, correspondence, and understandings, whether written or oral. The agreements of the City and Rehmann contained in this document shall survive the completion or termination of this engagement. If any term hereof is found unenforceable or invalid, this shall not affect the other terms hereof, all of which shall continue in effect as if the stricken term had not been included.

We appreciate the opportunity to be of service to the City and believe the arrangements outlined above and in the attached Rehmann Audit Engagement Letter Terms and Conditions accurately summarize the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement, please sign the enclosed copy of this document and return it to us.

A handwritten signature in black ink that reads "Rehmann Lobson LLC". The signature is written in a cursive, flowing style.

Doug Deeter, CPA
Principal

Executive responsible for supervising the
engagement and signing our report

City Council
City of Owosso
July 21, 2017
Page 8

ACKNOWLEDGED AND ACCEPTED:

This letter correctly sets forth the understanding of the *City of Owosso*.

Officer Signature

Printed Name

Title

Date

Rehmann Audit Engagement Letter and Conditions

ADDITIONAL SERVICES - The City may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with management regarding the scope of the additional services and the estimated separate fees. We also may issue a change order form (an attached example is provided), or a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our attest services will continue to be governed by the terms of this engagement letter.

CODE OF CONDUCT - Management is responsible for identifying any violations by employees of the City's code of conduct.

CHANGES IN STANDARDS, LAWS AND REGULATIONS - We perform services for the City based on present professional standards, laws and regulations. While we may on occasion be able to communicate with management with respect to changes in professional standards, laws and regulations, as a general principle we cannot undertake with clients to advise them of every change that may occur. The City can always obtain reassurance in this regard by contacting us for an updated review of the City's situation.

MANAGEMENT'S REPRESENTATIONS - The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false, misleading, incomplete or omitted representations could cause us to expend unnecessary efforts or could cause material error or a fraud to go undetected by our procedures. In view of the foregoing, the City agrees that we shall not be responsible for any material misstatements in the City's financial statements that we may fail to detect as a result of false, inaccurate, incomplete, or misleading representations that are made to us by management. In addition, the City further agrees to indemnify and hold us harmless for any liability and all reasonable costs, including legal fees, that we may incur as a result of the services performed under this engagement in the event there are false or misleading representations made to us by any member of the City's management.

CLIENT ASSISTANCE - We understand that the City's employees will prepare all cash, accounts receivable, and other confirmations we request and will locate and refile any documents selected by us for testing. In addition, management will provide us with copies of all minutes and other documents that we believe may have a bearing on our evaluation of the City's financial affairs.

WORK SPACE - The City shall provide reasonable work space for Rehmann personnel at audit work sites, as well as occasional clerical support services. The City understands that Rehmann's performance is dependent on the City's timely and effective satisfaction of its own activities and responsibilities in connection with this engagement, as well as timely decisions and approvals by City personnel.

ACCURACY AND COMPLETENESS OF INFORMATION - Management agrees to ensure that all information provided to us is accurate and complete in all material respects, contains no material omissions and is updated on a prompt and continuous basis. In addition, management will also be responsible for obtaining all third-party consents, if any, required to enable Rehmann to access and use any third-party products necessary to our performance.

EMAIL - The City acknowledges that (a) Rehmann, the City and others, if any, participating in this engagement may correspond or convey documentation via Internet e-mail unless the City expressly requests otherwise, (b) no party has control over the performance, reliability, availability, or security of Internet e-mail, and (c) Rehmann shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail due to any reason beyond Rehmann's reasonable control.

OFFERS OF EMPLOYMENT - Professional standards require us to be independent with respect to the City in the performance of our services. Any discussions that management has with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that management inform us prior to any such

discussions so that we can implement appropriate safeguards to maintain our independence.

Neither party shall, during the term of this engagement letter and for one (1) year after its termination, solicit for hire as an employee, consultant or otherwise any of the other party's personnel without such other party's express written consent. If the City desires to offer employment to a Rehmann associate and the associate is hired in any capacity by the City, a market-driven compensation placement fee may apply.

ADDITIONAL FEES AND BILLING POLICIES - It must be understood that the nature of our engagement requires us to exercise our independent professional judgment with respect to various auditing, accounting and related issues. In reaching our conclusions, we must retain the right to judge the nature and scope of the work required in order to conform to professional standards, as well as the work we deem necessary to enable us to reach the conclusions and form the opinions required of us. If our judgment as to the scope of the work required causes us to reassess our estimate of fees for this engagement, we will so advise the City. We reserve the right to refrain from performing additional work (and thereby incurring additional time charges) unless and until the City has confirmed its understanding of, and agreement to, any additional estimated charges.

Our fee estimate is based upon our discussions with management, in which management has disclosed no unusual problems or issues which would require us to conduct an audit of unusual scope or otherwise expend time and effort in excess of that normally anticipated in an engagement of this type. The estimate also assumes that we will have the full cooperation of City personnel, as required, and that there is a reasonable continuity of City personnel familiar with the matters to which our engagement relates. In addition, our fee is based on the experience level of our personnel, at their respective standard hourly rates, performing certain audit procedures at certain timeframes. If we are caused to vary from that planning formula, additional fees will need to be charged to allow for more experienced personnel performing the work, reallocation of our client priority, overtime, etc. Further, management will provide us with the schedules and records that we request (which ordinarily are detailed in a request list in advance of our fieldwork) and that all such schedules and records will be provided to us timely in accordance with the scheduled fieldwork dates, to be mutually agreed upon. If the requested schedules and records are not provided to us in accordance with the scheduled dates and we are unable to continue our work, we will resume our work as soon as the schedules and records are provided to us and our professionals assigned to the engagement again become available.

As a result of well-publicized events, global economic convergence, and the continued evolution of the accounting profession, accounting and auditing standard setters and regulators are continually evaluating the need for changes that may affect the City. Such changes may result in changes in financial reporting and expanding the nature, timing and scope of activities we are required to perform to provide the services discussed in this letter. Proposed changes and shortened deadlines could result in a reduction of the level of assistance and preparedness the City is able to provide. We expect that our clients may continue to look to us to assist them with these changes. To the extent any changes require us to increase the time required to provide the services described in this letter or to complete new tasks required by such changes, we reserve the right to adjust our fees appropriately. We will endeavor to advise the City of anticipated changes to our fees on a timely basis.

In accordance with our Firm policies, work may be suspended if the City's account becomes 30 days or more overdue and will not be resumed until the account is paid in full or we have a definitive payment agreement approved by our Firm administrator in Saginaw, Michigan. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. The City will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Rehmann Audit Engagement Letter and Conditions

Our terms and conditions impose a late charge of 1.5% per month, which is an annual percentage rate of 18%. Balances not paid within 30 days of the receipt of invoice are past due and a late charge of 1.5% will be applied to the entire past due amount.

CLAIMS - Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, the City agrees that, notwithstanding the statute of limitations of any particular State or U.S. Territory, any claim based on the audit engagement must be filed within 12 months after performance of our service, unless management has previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

TERMINATION OF SERVICES - We reserve the right to suspend or terminate services for reasonable cause such as failure to pay our invoices on a timely basis or failure to provide adequate information in response to our inquiries necessary for successful performance of our audit services. Our engagement will be deemed to be completed upon written notification of termination, even if we have not completed the audit and issued our signed auditors' report. The City is obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

We acknowledge the City's right to terminate our services at any time, and the City acknowledges our right to withdraw at any time, including, but not limited to, for example, instances where, in our judgment, (a) the conditions in the first paragraph of the Audit Objectives section of this letter exist, (b) our independence has been impaired, (c) we can no longer rely on the integrity of management, (d) management fails to reasonably support our efforts to perform the engagement in accordance with what we believe is necessary to comply with professional standards, or (e) a lack of professionalism exhibited by management demonstrates a lack of respect for our personnel such as that evidenced in inappropriate or threatening language/emails, subject in either case to our right to payment for charges incurred to the date of termination or resignation.

In the event that we determine to resign, and the City seeks damages allegedly resulting from such resignation, our maximum liability to the City in the event we are held liable because of such resignation shall be limited to the fees actually paid to us for current year audit work performed up to the date of resignation.

REPRODUCTION OF FINANCIAL STATEMENTS - If the City voluntarily intends to publish or otherwise reproduce its financial statements concurrently with the original issuance thereon of our audit report and/or make reference to our Firm name, such as for inclusion in an annual report (such as, for example, in a CAFR), prospectus or similar document, the City agrees to provide us with printer's proofs, drafts, or masters for our review and approval before printing. The City also agrees to provide us with a copy of the final reproduced material for our approval before it is distributed. Fees, if any, for issuance or inclusion of our audit report and/or any other reference to our Firm in such other document, will be based on our standard hourly rates.

If the City decides to include, publish or otherwise reproduce the financial statements and our report thereon at a date subsequent to their original issuance, such as for inclusion in a Preliminary or Official Statement in connection with a sale of bonds or notes, or other securities, or in a prospectus or similar offering or other document (hereinafter referred to as the "document"), our Firm is presumed not to be associated with such document, and we have no obligation to perform any procedures with respect to such document. In these circumstances, the City agrees to include in the document a statement that we have not been engaged to perform and have not performed, since the date of our report being reproduced, any procedures on the financial statements contained in such document or on the unaudited financial or other information contained in the document, or on the document itself. If, however, management or the City's agent (such as an underwriter, bond counsel, financial advisor, etc.) requests our involvement, such as engaging us to prepare a written acknowledgement (sometimes referred to as a "consent" or "agree to include") letter prior to including our audit report in such a document, or engaging us to assist in preparing or

reviewing financial or other information contained in such document, our Firm then becomes associated with the document and in accordance with professional standards, we will be required to perform certain limited procedures with respect to this or other unaudited information contained in the document. Fees for reissuance or inclusion of our audit report in such a document will be based on our standard hourly rates. If the City wishes to make reference in such a document to our Firm's role in connection with the purpose of the document, the caption "Independent Auditors" may be used to title or label that section of the document. In accordance with professional standards, the caption "Experts" should not be used, nor should our Firm be referred to as "experts" anywhere in the document.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet Web site, the City understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

INFORMAL ADVICE - As part of our engagement we may provide advice on operating, internal control over financial reporting and other matters that come to our attention. Informal advice is not considered to be a consulting service unless we have entered into a separate engagement.

THIRD PARTY PROCEEDINGS - As a result of our prior or future services to the City, we might be requested or subpoenaed to provide information or documents to management or a third party in a legal, administrative, mediation, or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be billable to the City as a separate engagement. We shall be entitled to compensation for our time at our standard hourly rates and reasonable reimbursement for our expenses (including our legal fees) in complying with this request. For all such requests, we will observe the confidentiality requirements of our profession and will notify management promptly of the request. This paragraph will survive the termination of this agreement for any reason, and will be binding upon successors to the City.

PEER REVIEW - Our Firm, as well as other major accounting firms, participates in a "peer review" program covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the City may be selected by the other firm for their review. If it is, the other firm is bound by professional standards to keep all information confidential. If management objects to having the work we perform for the City reviewed by our peer reviewer, please notify us in writing.

PROMOTIONAL MATERIALS - The City consents to Rehmann's use of your City name and a factual description of the services to be performed by Rehmann under this agreement in Rehmann's advertising and promotional materials and other proposal opportunities.

MEDIATION - If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to binding arbitration or litigation. Costs of any mediation proceeding shall be shared equally by all parties.

GOVERNING LAW - This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, without regard to the principles of conflicts of law thereof.



EXAMPLE CHANGE ORDER

Client: *City of Owosso* (the "City")

Date:

Project Description (and estimated completion date, if appropriate):

Estimated Additional Fees: \$_____

We believe it is our responsibility to exceed the City's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original Agreement dated July 21, 2017. The estimated fees for the above project have been mutually agreed upon by the City and Rehmann. It is our goal to ensure that the City is never surprised by the price for any Rehmann service and, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date the Change Order below. A copy is enclosed for the City's records. Thank you for letting us serve the City.

Agreed to and accepted:

Officer Signature

Printed Name

Title

Date



CliftonLarsonAllen LLP
220 South Sixth Street, Suite 300
Minneapolis, MN 55402-1436
612-376-4500 | fax 612-376-4850
CLAconnect.com

SYSTEM REVIEW REPORT

To the Principals of Rehmann Robson LLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Rehmann Robson LLC, a member of The Rehmann Group (the Firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA, and examinations of service organizations (Service Organizations Control (SOC) 1 and 2) engagements.

In our opinion, the system of quality control for the accounting and auditing practice of Rehmann Robson LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Rehmann Robson LLC has received a peer review rating of *pass*.

CliftonLarsonAllen LLP

Minneapolis, Minnesota
August 14, 2014



INVOICE

Page: 1
Date: 9/30/17
Client: 423278
Job: 1128032
Inv#: RR398541

City of Owosso
301 West Main Street
Owosso, MI 48867

Rehmann Robson
Saginaw Office
989.799.9580

First progress billing for the June 30, 2017 audit

7,000.00

Thank you for your continued business.

Current Total

\$ 7,000.00

Please detach and return with payment

Please make all checks payable to "Rehmann Robson"

For Wire Transfers call 989.797.8443

For Credit Card payments visit rehmann.com or call 855.763.8132

(For account questions email: accounts.receivable@rehmann.com)

Amount Due: \$ 7,000.00

Amount Paid: _____

Date: 9/30/17
Inv#: RR398541
Client: 423278
Job: 1128032

City of Owosso
301 West Main Street
Owosso, MI 48867

Rehmann Robson
Saginaw Office
5800 Gratiot Rd., Suite 201
P.O. Box 2025
Saginaw, MI 48605-2025



INVOICE

Page: 1
Date: 10/15/17
Client: 423278
Job: 1128032
Inv#: RR398548

City of Owosso
301 West Main Street
Owosso, MI 48867

Rehmann Robson
Saginaw Office
989.799.9580

Second progress billing for the June 30, 2017 audit

11,300.00

Thank you for your continued business.

Current Total

\$ 11,300.00

Please detach and return with payment

Please make all checks payable to "Rehmann Robson"

For Wire Transfers call 989.797.8443

For Credit Card payments visit rehmann.com or call 855.763.8132

(For account questions email: accounts.receivable@rehmann.com)

Amount Due: \$ 11,300.00

Amount Paid: _____

Date: 10/15/17
Inv#: RR398548
Client: 423278
Job: 1128032

City of Owosso
301 West Main Street
Owosso, MI 48867

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Saginaw Office
5800 Gratiot Rd., Suite 201
P.O. Box 2025
Saginaw, MI 48605-2025



INVOICE

Page: 1
Date: 10/31/17
Client: 423278
Job: 1128032
Inv#: RR398547

City of Owosso
301 West Main Street
Owosso, MI 48867

Rehmann Robson
Saginaw Office
989.799.9580

Third progress billing for the June 30, 2017 audit

5,000.00

Thank you for your continued business.

Current Total

\$ 5,000.00

Please detach and return with payment

Please make all checks payable to "Rehmann Robson"

For Wire Transfers call 989.797.8443

For Credit Card payments visit rehmann.com or call 855.763.8132

(For account questions email: accounts.receivable@rehmann.com)

Amount Due: \$ 5,000.00

Amount Paid: _____

Date: 10/31/17
Inv#: RR398547
Client: 423278
Job: 1128032

City of Owosso
301 West Main Street
Owosso, MI 48867

Rehmann Robson
Saginaw Office
5800 Gratiot Rd., Suite 201
P.O. Box 2025
Saginaw, MI 48605-2025



MEMORANDUM

301 W MAIN • OWOSSO, MICHIGAN 48867-2958 • WWW.CI.OWOSSO.MI.US

DATE: Aug 7, 2017

TO: Mayor Eveleth and the Owosso City Council

FROM: Kevin Lenkart, Chief of Public Safety

SUBJECT: Fire Truck Purchase

RECOMMENDATION:

Upon review of the submitted bid, Public Safety staff recommends that council approve the purchase of one 2017 (1) HME Ahrens-Fox MiniEvo Mini Pumper on a Ford F550 Four Door Cab & Chassis from HME, Inc. at a price of \$210,959.00.

BACKGROUND:

Included in the 2017-2018 budget is money for the purchase of one new fire truck for the Public Safety Department. The vehicle will replace a 1986 Pierce fire engine that is currently in front line service. The Pierce fire truck will be sold at a later date.

The request is for city council to approve the purchase of a fire truck (to be built) from HME Incorporated, Wyoming, Michigan. The fire truck will be a 2017 HME Ahrens-Fox MiniEvo Pumper on a Ford F550 Chassis with a price of \$210,959.00.

On July 18th, 2017 we held a bid opening in the City Council chambers with City of Owosso staff members present.

One (1) bid was received, the apparatus committee reviewed the bid that were submitted and recommend the purchase of the unit from HME Incorporated of Wyoming, Michigan.

FISCAL IMPACTS:

The above expense was budgeted from the 2017-2018 and 2018-2019 fiscal years and shall be paid from the Fire Division Equipment fund 101-335-978.000 through equipment financing or general appropriation at the time of delivery in the amount of \$210,959.00. The fire truck will not be delivered until after July 1, 2018.

RESOLUTION NO.

**AUTHORIZING THE PREPARATION AND EXECUTION OF A CONTRACT WITH
HME INCORPORATED
FOR ONE 2017 FORD F550 HME-AHRENS MINIEVO PUMPER**

WHEREAS, the City of Owosso, Shiawassee County, Michigan operates a fire department requiring the use of fire vehicles; and

WHEREAS, the replacement schedule calls for the replacement of one unit in 2018; and

WHEREAS, the City of Owosso sought and received one bid on June 18, 2017 for a Ford F550 Mini Pumper; and

WHEREAS, the bid has been analyzed to determine it is a responsible and responsive bid that is in the city's best interest.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that purchasing one 2017 (1) HME Ahrens-Fox MiniEvo Mini Pumper on a Ford F550 Four Door Cab & Chassis from HME Incorporated, and it is advisable, necessary and in the public interest for \$210,959.00.

SECOND: The city manager and the city attorney shall prepare the contract for purchase for which the mayor and city clerk are instructed and authorized to sign.

THIRD: The above expense was budgeted for the 2017-2018 and 2018-2019 fiscal years and shall be paid from the Fire Division Equipment fund 101-335-978.000 through equipment financing or general appropriation at time of delivery, but not before July 1, 2018 in the amount of \$210,959.00.

CITY OF OWOSSO BID TABULATION SHEET

DATE 7/18/2017
DEPT. PUBLIC SAFETY

SUBJECT: FORD F-550 FIRE TRUCK

HME AHRENS-FOX									
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	F-550 FIRE TRUCK	1	EA	\$ 210,959.00	\$ 210,959.00		\$ -		\$ -
TOTAL BID				\$ 210,959.00		\$ -		\$ -	

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT. HEAD: _____

PURCH. AGENT: _____

STAFF REC.: _____

GENERAL LIABILITY INSURANCE EXPIRATION DATE: _____

WORKERS COMPENSATION INSURANCE EXPIRATION DATE: _____

SOLE PROPRIETORSHIP EXPIRATION DATE: _____

AWARDED: _____

COUNCIL APPROVED: _____

PO NUMBER: _____



PROPOSAL TO FURNISH FIRE APPARATUS

Date: July 18, 2017

To: **City of Owosso - Bid Coordinator**

Dear Sirs:

We hereby propose and agree to furnish, after your acceptance of this proposal and both parties accepting the accompanying HME Sales Agreement, the following apparatus and equipment:

One (1) HME Ahrens-Fox MiniEvo Mini Pumper on a Ford F550 Four Door Cab & Chassis with all equipment as described in the attached HME proposal, for the sum of:

Two Hundred Ten Thousand, Nine Hundred Fifty-Nine dollars and no/cents
(\$210,959.00)

Except as otherwise specified in this Agreement and provided that the Buyer has paid the purchase price, the Vehicle shall be ready for delivery within 270 calendar days after the HME Sales Agreement is signed and executed by an officer of Company at the Company's Corporate Headquarters in Wyoming, Michigan, and based upon a satisfactory completion of a Pre-Construction Conference, if requested. The Company cannot be held liable for penalties and/or delays due to strikes, failures to obtain materials, fires, accidents, force majeure, or any other causes beyond the Company's control.

The amount named in this proposal shall remain firm for a period of 60 days from the date of same. All state, federal and local taxes are not included above. Any applicable taxes are to be paid by customer upon registration and licensing of vehicle. It is understood by both the Seller and the Buyer that Change Orders executed after contract acceptance will delay delivery. It is understood by both the buyer and the seller that Change Orders executed after contract acceptance may increase or decrease the price. The purchase price herein is based upon all applicable state and federal manufacturing law, regulations, orders, mandates and standards in effect as of the date of this Agreement (hereinafter "Standards") such as, for example, the Standards mandated by the National Fire Protection Association, tentative interim amendments to the National Fire Protection Association Standard, Underwriters Laboratories of Canada, and the US Environmental Protection Agency. The purchase price shall be subject to increase due to any state or federal Standards that are adopted, issued or mandated following the date of this Agreement that require the apparatus(es) described above to be manufactured and/or delivered in compliance with such Standard(s)

All checks must be made payable to HME, Incorporated only and delivered to HME, Incorporated at its offices in Wyoming, Michigan. Under no circumstances shall payment be made to a dealer or anyone else as Sellers agent. HME, Incorporated is the only authorized payee. Any representation that payment is to be made to any other party is absolutely unauthorized.

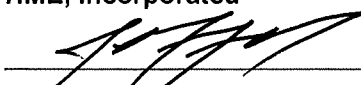
Official ownership documents shall remain property of the seller until the purchase price is paid in full. Upon receipt of payment, ownership documents shall be forwarded to the purchaser.

Respectfully submitted,

We agree to accept the above proposal:

HME, Incorporated

City of Owosso - Bid Coordinator


Date: July 18, 2017

Date: ____/____/____



SALES AGREEMENT

This Sales Agreement (the "Agreement") made by and between HME, Incorporated (Company) and

City of Owosso

301 W. Main Street	(Legal Name of Buyer)	Michigan	48867
(Address)	(City)	(State/Province)	(Zip/Postal Code)

1. ACCEPTANCE: The "Company" agrees to sell and the "Buyer" agrees to purchase the apparatus and equipment (collectively the "Vehicle") described in the HME, Incorporated specifications hereto attached and made part of this Agreement, in accordance with the terms and conditions herein and the attached documents referenced herein (collectively, the "Agreement").

2. DELIVERY: Except as otherwise specified in this Agreement and provided that the Buyer has paid the purchase price, the Vehicle shall be ready for delivery within 270 calendar days after the date this Agreement is signed and executed by an officer of Company at the Company's Corporate Headquarters in Wyoming, Michigan, and based upon a satisfactory completion of a Pre-Construction Conference, if requested. The Company cannot be held liable for penalties and/or delays due to strikes, failures to obtain materials, fires, accidents, force majeure, or any other causes beyond the Company's control. The Pre-Construction Conference shall be conducted within 30 days from the execution of this Agreement.

To establish a stable design, procurement, and build schedule in accordance with the specifications and this Agreement, a Buyer change order cutoff date of eight (8) weeks from the date of the execution of the Agreement will be enforced. Changes in major components, configuration, or other items that may change the major components or configuration, (e.g.: engine, transmission, axles, water tank, body, fire pump) will not be allowed after the Agreement execution date.

If inability to obtain exclusive or brand name materials causes completion or delivery problems, the Company shall advise the Buyer of said problem. The Company resolves to examine alternative sources of said material. Material substitutions shall be mutually agreed upon by the Buyer and the Company. No substitutions shall be made without the execution of a written change order by the Buyer.

3. CHANGE ORDERS: Changes to the Agreement may be requested by the Buyer after the execution of the Agreement according to the terms of Section 2 of this Agreement. Changes shall be reviewed for cost and schedule impact by the Company. Changes shall be sequentially numbered. Change Orders shall be prepared by the HME sales representative and executed by the Buyer. The price of the Vehicle shall be adjusted to take into account any Change Orders. **Any and all Change Orders may extend the completion and delivery dates of the Vehicle.**

4. **SPECIFICATIONS:** The Company agrees that all material and workmanship in and about this Vehicle shall comply with the hereto attached HME, Incorporated specifications dated 18th day of July, 2017

5. **WARRANTY:** The Company shall provide the warranty as specified in the attached HME, Incorporated specifications.

6. **PRICE:** The Buyer shall pay, as a purchase price for the Vehicle, the sum of Two Hundred Ten Thousand, Nine Hundred Fifty-Nine US Dollars and zero Cents (\$ 210,959.00). All prices are less any applicable local, state, or federal taxes which may be applied to the sale of the Vehicle. NOTE: Payment shall be made only to: HME, Incorporated, 1950 Byron Center Avenue, Wyoming, Michigan 49519, attention: Accounts Receivable.

7. **TERMS OF PAYMENT:**

- a) Payment of the purchase price plus cost of any authorized Change Orders, shall be paid, in full, at the time of plant pick-up or availability for delivery, whichever is earlier.
- b) No payment of any amount shall be made payable to a sales representative without written approval from the Company.
- c) It is agreed that the Vehicle covered by this Agreement shall remain the property of the Company and not be placed in service until the purchase price and any additional costs and expenses are paid by the Buyer. Any payment not made when due shall accrue a service charge of 1.5% per month, but in no event shall such charge exceed the maximum rate allowed by law.

8. **The Company** requires, and the Buyer agrees, that the Vehicle shall be inspected and picked up by the Buyer within seven (7) days of notice that the manufacturer of the Vehicle has been completed.

9. **CANCELLATION:** This Agreement is subject to cancellation by the Buyer only upon payment to the Company of reasonable cancellation charges as determined by the Company, which shall take into account expenses already incurred and commitments made by the Company.

10. **TAG-ON / ADDITIONAL ORDERS:** At its sole discretion, the Company may allow the terms of this Agreement to be extended to both the Buyer and similar agencies for the purchase of a similar Vehicles under similar terms for a period of one (1) year from the date of the execution of this Agreement. Should the Company choose to exercise this option, it shall be permitted to adjust the Agreement pricing to account for equitable price adjustments associated with the change in the cost of the materials used to produce the Vehicle. Such adjustments will be based upon the Producer Price Index (PPI) for fire trucks and/or heavy transportation equipment or by itemizing price changes expected by the Company from the component vendors. If there are any changes between the Vehicles(s) purchased via this Agreement and any subsequent orders, those changes must be documented via properly signed and executed Change Orders, including any necessary price adjustments. If the purchasing agency is not the Buyer, a separate Agreement must be executed under the terms of this Agreement to complete the additional purchases.

This Agreement, including its appendices and attachments, embodies the entire understanding between the parties relating to the subject matter contained herein and merges all prior discussions and agreements between them. No agent or representative of the Company has the authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications or amendments of this Agreement, including any appendices, must be in writing signed by an authorized representative of each of the parties hereto.

No surety of any performance bond given by the Company to the Buyer in connection with this agreement shall be liable for any obligation of the Company arising under the standard warranty.

IN WITNESS WHEREOF, the Buyer and the Company have caused this Agreement to be executed by their duly authorized representatives this ____ day of _____,

COMPANY

BUYER

HME, Incorporated
1950 Byron Center Avenue
Wyoming, Michigan 49519
616-534-1463 Phone
616-534-1967 Fax

City of Owosso
301 W. Main Street
Owosso, MI 48867
Phone _____
Fax _____

BY: _____
NAME: _____
TITLE: _____
DATE: _____

BY: _____
NAME: _____
TITLE: _____
DATE: _____

BUYERS WITNESS

WITNESSED: _____
NAME: _____
TITLE: _____
DATE: _____



Warrant 547
August 1, 2017

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance-2 nd installment	Various	\$134,818.50
Total			\$134,818.50

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2017 - 07/31/2017

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
07/03/2017	1	128551	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 189.00
07/03/2017	1	128552	DONALD D CRAWFORD	REIMBURSEMENTS-MEALS/HOTELS/CONFERENCES	\$ 1,209.03
07/03/2017	1	128553	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM	\$ 3,711.46
07/03/2017	1	128554	HOLIDAY INN MUSKEGON-HARBOR	SUSAN MONTENEGRO-2017 MME SUMMER WORKSHOP	\$ 409.47
07/03/2017	1	128555	MICHIGAN ASSOCIATION OF PLANNING	MEMBERSHIP-SUSAN MONTENEGRO	\$ 60.00
07/03/2017	1	128556	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION CONTRIBUTIONS	\$ 125.30
07/03/2017	1	128557	MICHIGAN POLICE EQUIPMENT CO.	OPD-UNIFORM ACCESSORIES	\$ 999.70
07/03/2017	1	128558	MICHIGAN PUBLIC EMPLOYER LABOR RELATIONS	2017 ANNUAL CONFERENCE-JESSICA UNANGST	\$ 230.00
07/03/2017	1	128559	MICHIGAN RURAL WATER ASSOCIATION	CITY OF OWOSSO MEMBERSHIP	\$ 800.00
07/03/2017	1	128560	MICHIGAN WOMEN IN MUNICIPAL GOVERNMENT	MEMBERSHIP-SUSAN MONTENEGRO	\$ 60.00
07/03/2017	1	128561	NORTHSIDE ANIMAL HOSPITAL	VET SERVICES-PAID BY DONATIONS	\$ 340.49
07/03/2017	1	128562	KAREN K RUDDY	REIMBURSEMENT-MI ASSO OF CPA'S-MEMBERSHIP	\$ 495.00
07/03/2017	1	128563	SHIAWASSEE REGIONAL CHAMBER OF COMMERCE	7/1/17-6/30/18-MEMBERSHIP	\$ 706.00
07/05/2017	1	2299(A)	J & B MEDICAL SUPPLY INC	OFD-AMBULANCE MEDICAL SUPPLIES	\$ 931.49
07/05/2017	1	2300(A)	KEVIN LENKART	MACP CONFERENCE HOTEL	\$ 547.20
07/05/2017	1	2301(A)	MAURER HEATING & COOLING, INC.	OFD-FILTERS	\$ 18.00
07/05/2017	1	2302(A)	MICHIGAN BUSINESS & PROFESSIONAL ASSOCIATION	JULY 2017-COBRA ADMIN FEE	\$ 50.00
07/05/2017	1	2303(A)	NATIONAL VISION ADMINISTRATORS LLC	JULY 2017-VISION INSURANCE PREMIUM	\$ 467.01
07/05/2017	1	2304(A)	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	\$ 73,673.84
07/05/2017	1	2305(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIRS	\$ 3,807.15
07/05/2017	1	2306(A)	ST JOHNS ANSWERING SERVICE INC	JULY 2017-ANSWERING SERVICE	\$ 75.00
07/07/2017	1	128564	H K ALLEN PAPER CO	SUPPLIES	\$ 312.58
07/07/2017	1	128565	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES, ETC.	\$ 494.08
07/07/2017	1	128566	D & D TRUCK & TRAILER PARTS	FLEET-TIRES FOR #343	\$ 285.80
07/07/2017	1	128567	DELL MARKETING LP	OFD-DELL LATITUDE RUGGED 5414	\$ 2,935.41
07/07/2017	1	128568	FEDEX	WWTP-SHIPPING FEES	\$ 69.62
07/07/2017	1	128569	BETSY GOODIN	REIMBURSEMENT-VACCINES-PAID BY DONATIONS	\$ 150.05
07/07/2017	1	128570	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	\$ 698.75
07/07/2017	1	128571	DAVID HAUT	REIMBURSEMENT-PARKING AT DEQ PROGRAM	\$ 6.00
07/07/2017	1	128572	HOME DEPOT CREDIT SERVICES	SUPPLIES/PLANTS/MULCH	\$ 508.90
07/07/2017	1	128573	INDEPENDENT NEWSPAPERS	HR-DEPUTY TREASURE AD	\$ 36.90
07/07/2017	1	128574	LAMPHERE'S	PUBLIC SAFETY-A/C REPAIR	\$ 258.20
07/07/2017	1	128575	MISDU	PAYROLL DEDUCTIONS	\$ 1,203.44
07/07/2017	1	128576	NORTHSIDE ANIMAL HOSPITAL	VET SERVICES-PAID BY DONATIONS	\$ 75.80
07/07/2017	1	128577	OFFICE DEPOT	CITY HALL-SUPPLIES	\$ 21.49
07/07/2017	1	128578	OWOSSO BOLT & BRASS CO	WWTP-PARTS	\$ 188.88
07/07/2017	1	128579	OWOSSO-WATER FUND	WATER/SEWER SERVICE	\$ 3,244.38
07/07/2017	1	128580	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 854.25
07/07/2017	1	128581	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	\$ 192.58
07/07/2017	1	128582	SRA INTERNATIONAL INC	2017 NATIONAL BROWNFIELDS TRAINING CONF-SUSAN MONTENEGRO	\$ 225.00
07/07/2017	1	128583	STAPLES ADVANTAGE	SUPPLIES	\$ 38.15
07/07/2017	1	128584	STATE OF MICHIGAN	OLIVER ST FROM WASHINGTON TO OAK	\$ 358,456.90
07/07/2017	1	128585	TRACTOR SUPPLY COMPANY	SUPPLIES	\$ 513.79
07/07/2017	1	128586	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-6/1/17-6/15/17	\$ 11,106.75
07/07/2017	1	128587	WIN'S ELECTRICAL SUPPLY OF OWOSSO	PARTS	\$ 370.74
07/10/2017	1	2307(A)	ACLARA TECHNOLOGIES LLC	AMR PROJECT	\$ 329,883.04
07/10/2017	1	2308(A)	LOREEN F BAILEY	CAT SUPPLIES-PAID BY DONATIONS	\$ 107.34

07/10/2017	1	2309(A)	C M P DISTRIBUTORS INC	OPD-SUPPLIES	\$	984.00
07/10/2017	1	2310(A)	CAPITAL CONSULTANTS	WWTP-DEVELOPMENT OF AN ASSET MGT PROGRAM	\$	134.09
07/10/2017	1	2311(A)	FASTENAL COMPANY	PARTS	\$	352.92
07/10/2017	1	2312(A)	FRONT LINE SERVICES, INC.	OFD-ENGINE 1-REPAIRS	\$	899.18
07/10/2017	1	2313(A)	J & H OIL COMPANY	FUEL-PE 6/30/14	\$	3,761.89
07/10/2017	1	2314(A)	KEMIRA WATER SOLUTIONS INC	WWTP-FERRIC CHLORIDE	\$	3,612.92
07/10/2017	1	2315(A)	LANSING UNIFORM CO.	UNIFORMS/ACCESSORIES	\$	240.00
07/10/2017	1	2316(A)	MAURER HEATING & COOLING, INC.	PUBLIC SAFETY-A/C SERVICE CALL	\$	125.00
07/10/2017	1	2317(A)	1ST CHOICE AUTO PARTS INC	PARTS	\$	575.81
07/10/2017	1	2318(A)	OFFICE SOURCE	CLERK-TASK STOOL AND ARMS	\$	205.33
07/10/2017	1	2319(A)	POLYDYNE INC	WWTP-AF 4500 POLYMER	\$	2,095.00
07/10/2017	1	2320(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIRS	\$	1,694.04
07/10/2017	1	2321(A)	REPUBLIC SERVICES #237	JULY 2017-REFUSE SERVICE	\$	411.81
07/10/2017	1	2322(A)	THE SHERWIN-WILLIAMS CO.	SUPPLIES	\$	375.45
07/10/2017	1	2323(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	OPD-#05-OIL CHANGE	\$	36.27
07/10/2017	1	2324(A)	BRYAN GLEN THOMAS	ELECTRICAL INSPECTIONS	\$	700.00
07/10/2017	1	2325(A)	UNITED STATES PLASTIC CORP	WTP-PARTS	\$	372.29
07/20/2017	1	128588	UNITED HEALTHCARE PLAN	REFUND	\$	562.50
07/20/2017	1	128589	THE ACCUMED GROUP	MAY 2017-AMBULANCE BILLING SERVICES	\$	5,718.46
07/20/2017	1	128590	ALL ABOUT ANIMALS	VET SERVICES-PAID BY DONATIONS	\$	1,367.00
07/20/2017	1	128591	H K ALLEN PAPER CO	SUPPLIES	\$	172.44
07/20/2017	1	128592	ARBOR PROFESSIONAL SOLUTIONS	FEES FOR PE 6/30/17	\$	232.10
07/20/2017	1	128593	AXON ENTERPRISE INC	OPD-TASER REPAIR	\$	58.38
07/20/2017	1	128594	BARTZ EXCAVATING	BD Bond Refund	\$	100.00
07/20/2017	1	128595	MICHAEL L BUSH	LOCATE WATER MAIN FOR SERVICE TAP	\$	30.00
07/20/2017	1	128596	CALEDONIA CHARTER TOWNSHIP	WATER DISTRICT AGREEMENT PAYMENT	\$	22,190.67
07/20/2017	1	128597	CITY OF OWOSSO EMPLOYEES RETIREMENT	CONTRIBUTIONS	\$	614,448.00
07/20/2017	1	128598	COLLARD MASONRY	BD Bond Refund	\$	50.00
07/20/2017	1	128599	CONSTINE GRAVEL COMPANY	CLASS II SAND	\$	1,820.47
07/20/2017	1	128600	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	26,072.72
07/20/2017	1	128601	VOID		\$	- V
Void Reason: Created From Check Run Process						
07/20/2017	1	128602	CORDIER EXCAVATING	BD Bond Refund	\$	250.00
07/20/2017	1	128603	CORROSION FLUID PRODUCTS CORP.	WWTP-PRESSURE REGULATOR	\$	110.42
07/20/2017	1	128604	DAYSTARR COMMUNICATIONS	JULY 2017-PHONE AND BROADBAND INTERNET	\$	2,038.18
07/20/2017	1	128605	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM	\$	3,755.17
07/20/2017	1	128606	FIRST DUE FIRE SUPPLY	OFD-HOSE	\$	825.01
07/20/2017	1	128607	GEN POWER PRODUCTS, INC.	CITY HALL-GENERATOR REPAIR	\$	641.37
07/20/2017	1	128608	GENESYS EMS EDUCATION	OFD-ACLS TRAINING-K PLATNER AND A NO SHOW FEE	\$	200.00
07/20/2017	1	128609	J & M TREE SERVICE	2017 GRASS MOWING PROGRAM	\$	1,428.00
07/20/2017	1	128610	JAMES RIEMERSMA CONSTRUCTION	BD Bond Refund	\$	50.00
07/20/2017	1	128611	JAY'S SEPTIC TANK SERVICE	PORTABLE TOILET RENTALS	\$	865.00
07/20/2017	1	128612	KERR PUMP & SUPPLY	WWTP-SEAL KIT	\$	581.00
07/20/2017	1	128613	KEYSTONE MANAGEMENT CONCEPTS	MI FIRE INSPECTORS FALL CONFERENCE-BREWBAKER/HARVEY	\$	776.90
07/20/2017	1	128614	LEWIS, RANDY J.	BD Bond Refund	\$	50.00
07/20/2017	1	128615	LYNDE, SCOTT L.	BD Bond Refund	\$	50.00
07/20/2017	1	128616	MCLAREN RENTALS, INC.	WWTP-EQUIPMENT RENT	\$	79.92
07/20/2017	1	128617	MICHIGAN MUNICIPAL EXECUTIVES	JULY 25-28, 2017-SUSAN MONTENEGRO	\$	115.00
07/20/2017	1	128618	MICHIGAN MUNICIPAL LEAGUE	2017 CONVENTION-SUSAN MONTENEGRO	\$	529.00
07/20/2017	1	128619	MICHIGAN PUBLIC EMPLOYER LABOR RELATIONS	MEMBERSHIP-JESSICA UNANGST-7/1/17-6/30/1	\$	50.00
07/20/2017	1	128620	MUFFLER MAN	OFD-REPAIRS	\$	60.00
07/20/2017	1	128621	OFFICE DEPOT	SUPPLIES	\$	312.34
07/20/2017	1	128622	OFFICESUPPLY.COM	WTP-CHAIR/W ARMS	\$	264.85

07/20/2017	1	128623	OWOSSO-WATER FUND	WATER/SEWER SERVICE	\$	1,279.20
07/20/2017	1	128624	S & K FARM & YARD	WTP-REPAIRS TO EQUIPMENT	\$	481.03
07/20/2017	1	128625	SHIAWASSEE DISTRICT LIBRARY	SATA PAYROLL SERVICES	\$	499.79
07/20/2017	1	128626	SOUTHSIDE CAR WASH	4/1/17-6/30/17-CAR WASHES	\$	216.00
07/20/2017	1	128627	SPRINT COMMUNICATIONS	JUNE 2017-CELL PHONE SERVICE AND EQUIPMENT	\$	1,169.74
07/20/2017	1	128628	STATE OF MICHIGAN	CITY HALL-ELEVATOR CERTIFICATE OF OPERATION	\$	185.00
07/20/2017	1	128629	STATE OF MICHIGAN	TRAFFIC SIGNAL ENERGY-1/1/17-3/31/17	\$	475.73
07/20/2017	1	128630	STATE OF MICHIGAN	RENEWAL-ROXANE CRAMER	\$	10.00
07/20/2017	1	128631	SUMBERA EXCAVATING, INC.	2017 STREET PATCHES	\$	46,275.75
07/20/2017	1	128632	U S BANK	ADMINISTRATION FEES-7/1/17-6/30/18	\$	500.00
07/20/2017	1	128633	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-6/16/17-6/30/17	\$	8,795.31
07/20/2017	1	2326(A)	ACLARA TECHNOLOGIES LLC	AMR SYSTEM	\$	72,729.75
07/20/2017	1	2327(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$	1,270.50
07/20/2017	1	2328(A)	AMAZON CAPITAL SERVICES	MARKERS	\$	41.86
07/20/2017	1	2329(A)	BIOTRAID ENVIRONMENTAL INC	ODOR CONTROL RENTAL PROGRAM-JUNE-OCT 201	\$	810.00
07/20/2017	1	2330(A)	WILLIAM C BROWN, P C	PROFESSIONAL SERVICES	\$	8,577.92
07/20/2017	1	2331(A)	CARRIER & GABLE, INC.	TRAFFIC COUNTING SUPPLIES	\$	31.88
07/20/2017	1	2332(A)	CENTRON DATA SERVICES, INC.	MAILING SERVICES	\$	5,608.29
07/20/2017	1	2333(A)	DALTON ELEVATOR LLC	CYLINDER RENT/SUPPLIES	\$	411.80
07/20/2017	1	2334(A)	EMPLOYEE BENEFIT CONCEPTS INC	JULY 2017-ADMIN FEE	\$	100.00
07/20/2017	1	2335(A)	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	1,901.76
07/20/2017	1	2336(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING DESIGN & CONSTRUCTION SERVICE	\$	4,990.00
07/20/2017	1	2337(A)	FRONT LINE SERVICES, INC.	OFD-REPAIR TO TOWER 1	\$	539.33
07/20/2017	1	2338(A)	IDEXX DISTRIBUTION CORPORATION	WTP-COLILERT WP200	\$	968.44
07/20/2017	1	2339(A)	INTERNATIONAL CODE COUNCIL INC	2015 ENERGY CODE SOFT COVER BOOK AND PDF	\$	58.50
07/20/2017	1	2340(A)	J & H OIL COMPANY	FUEL PE 7/15/17	\$	3,790.63
07/20/2017	1	2341(A)	JACK DOHENY SUPPLIES INC	FLEET-PARTS FOR VACTOR	\$	847.27
07/20/2017	1	2342(A)	LANSING UNIFORM CO.	OFD-S/S PULLOVER SHIRTS (18)/COLLAR BRASS	\$	764.60
07/20/2017	1	2343(A)	LOGICALIS INC	MAY 2017-NETWORK ENGINEERING	\$	7,056.00
07/20/2017	1	2344(A)	MICHIGAN BUSINESS & PROFESSIONAL ASSOCIATION	HR-AUGUST 2017-COBRA ADMIN FEE	\$	50.00
07/20/2017	1	2345(A)	MICHIGAN PAVING & MATERIALS CO	STREETS-AMS SEAL	\$	832.83
07/20/2017	1	2346(A)	MRG LABORATORIES	WWTP-GREASE TESTING KIT AND ANALYSIS	\$	587.29
07/20/2017	1	2347(A)	OWOSSO CHARTER TOWNSHIP	PAYMENT PER 2011 WATER AGREEMENT	\$	11,417.76
07/20/2017	1	2348(A)	SPICER GROUP, INC.	ENGINEERING SERVICES FOR THE OLIVER ST	\$	55,210.88
07/20/2017	1	2349(A)	ST JOHNS ANSWERING SERVICE INC	AUGUST 2017-ANSWERING SERVICE	\$	75.00
07/20/2017	1	2350(A)	THOMPSON CUSTOM CONSTRUCTION LLC	RENTAL REHAB-114 N WASHINGTON ST	\$	39,022.00
07/21/2017	1	128634	NOSIS, MELVINA R	PATIENT PAID TWICE ON ACCOUNT	\$	40.10
07/21/2017	1	128635	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUMS	\$	531.68
07/21/2017	1	128636	AMERICAN ARBITRATION ASSOCIATION	ARBITRATION-POSTPONEMENT FEE	\$	350.00
07/21/2017	1	128637	GENESYS EMS EDUCATION	OFD-TRAINING-S CHAPKO/T FOLLEN 7/29/17-7/30/17	\$	600.00
07/21/2017	1	128638	HAWORTH INN & CONFERENCE CENTER	2017 MML CONVENTION-SUSAN MONTENEGRO	\$	264.18
07/21/2017	1	128639	JERRY L JONES	BOARD OF REVIEW MEETING	\$	50.00
07/21/2017	1	128640	MEMORIAL MEDICAL ASSOCIATES	HEP B INJECTIONS	\$	192.00
07/21/2017	1	128641	MISDU	PAYROLL DEDUCTIONS	\$	1,382.06
07/21/2017	1	128642	MICHAEL O'LEARY	BOARD OF REVIEW MEETING	\$	50.00
07/21/2017	1	128643	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	\$	192.58
07/21/2017	1	128644	SHANTY CREEK RESORTS	2017 MPLEA CONFERENCE-JESSICA UNANGST	\$	235.98
07/21/2017	1	128645	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS-MEMBERSHIPS	\$	261.00
07/21/2017	1	128646	STATE OF MICHIGAN	STATE WITHHOLDING TAX	\$	15,148.54
07/21/2017	1	128647	VERIZON WIRELESS	AMR SYSTEM-MODEM FEES	\$	30.36
07/21/2017	1	128648	VERIZON WIRELESS	PUBLIC SAFETY-MODEM FEES	\$	287.72
07/21/2017	1	128649	WESTIN CONVENTION CENTER-PITTSBURGH	HOTEL FOR CONFERENCE-SUSAN MONTENGRO	\$	645.00
07/24/2017	1	2351(A)	AMBER FULLER	BOARD OF REVIEW MEETING	\$	50.00

07/24/2017	1	2352(A)	MEMORIAL HEALTHCARE CENTER	PRE-EMPLOYMENT DRUG SCREEN	\$ 100.00
07/25/2017	1	128650	KAR LABORATORIES INC	WASTEWATER ANALYSES	\$ 335.00
07/25/2017	1	128651	PROLIME SERVICES	REMOVAL AND MANAGEMENT OF RESIDUAL LIME	\$ 67,340.00
07/25/2017	1	128652	VALLEY LUMBER	SUPPLIES/MATERIALS	\$ 500.45
07/25/2017	1	2353(A)	REVITALIZE LLC	CONSULTANT FEES FOR 114 N WASHINGTON ST	\$ 4,056.00
07/27/2017	1	128653	ROOT, ALVIN F	OVERPAYMENT-RUN NUMBER 17-75488	\$ 19.07
07/27/2017	1	128654	SELLECK LISA	UB refund for account: 4169690001	\$ 18.67
07/27/2017	1	128655	HAINES DALLAS	UB refund for account: 1049500002	\$ 29.63
07/27/2017	1	128656	REUTHER BERNEICE	UB refund for account: 1808500001	\$ 19.59
07/27/2017	1	128657	SCHAD FRANCIS	UB refund for account: 1401200002	\$ 66.32
07/27/2017	1	128658	ROBINSON ERWIN E	UB refund for account: 2294340001	\$ 54.26
07/27/2017	1	128659	RYKERT MARY	UB refund for account: 3016070004	\$ 52.17
07/27/2017	1	128660	CHAPMAN DOROTHY	UB refund for account: 2234490001	\$ 75.57
07/27/2017	1	128661	DOWNTOWN DEVELOPMENT AUTHORITY	TAX COLLECTIONS	\$ 4,635.33
07/27/2017	1	128662	HEALTH PLUS OF MICHIGAN	OVERPAYMENT-RUN 16-296985	\$ 525.00
07/27/2017	1	128663	RICOH USA	MAINTENANCE/SUPPLIES FOR THREE RICOH COPIERS	\$ 951.54
07/27/2017	1	128664	SHIAWASSEE COUNTY TREASURER	TAX COLLECTIONS	\$ 261,250.20
07/27/2017	1	128665	STAPLES ADVANTAGE	SUPPLIES	\$ 268.64
07/28/2017	1	2354(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$ 385.33
07/28/2017	1	2355(A)	PHYSICIANS HEALTH PLAN OF MID-MICH	AUGUST 2017-HEALTH INSURANCE PREMIUM	<u>\$ 74,999.97</u>

1 TOTALS:

(1 Check Voided)

Total of 171 Disbursements: \$ 2,217,150.64

Bank 10 OWOSSO HISTORICAL FUND

07/07/2017	10	4987	LUDINGTON ELECTRIC, INC.	ART LIGHTS FOR THE CASTLE	\$ 6,000.00
07/07/2017	10	4988	OWOSSO-WATER FUND	CURWOOD CASTLE-WATER/SEWER	\$ 192.40
07/24/2017	10	4989	CONSUMERS ENERGY	515 N WASHINGTON ST #C	\$ 284.05
07/24/2017	10	4990	DAYSTARR COMMUNICATIONS	AUGUST 2017-CURWOOD CASTLE PHONE AND INT	\$ 129.73
07/24/2017	10	4991	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	GOULD HOUSE-MULCH-25 BAGS	\$ 149.25
07/24/2017	10	4992	OUTDOORS REAL ESTATE INC	GOULD HOUSE LAWN CARE	<u>\$ 114.00</u>

10 TOTALS:

Total of 6 Disbursements: \$ 6,869.43

REPORT TOTALS:

(1 Check Voided)

Total of 177 Disbursements: \$ 2,224,020.07

July 27, 2017

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Holland, September 13-15, 2017. The League's "Annual Meeting" is scheduled for 1:30 pm on Wednesday, September 13 in Ballroom I & II at the Haworth Inn and Conference Center. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
2. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by August 14, 2017.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than August 14, 2017.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

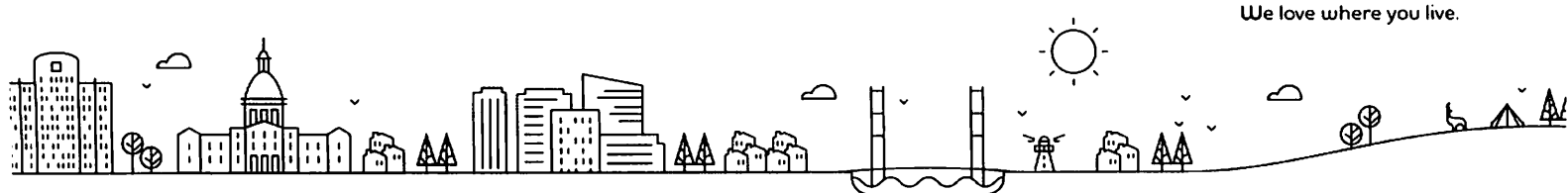
1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus the deadline this year for the League to receive resolutions is **August 14, 2017**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 13 at CityVu Events located on the top floor of CityFlatsHotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Rosalynn Bliss

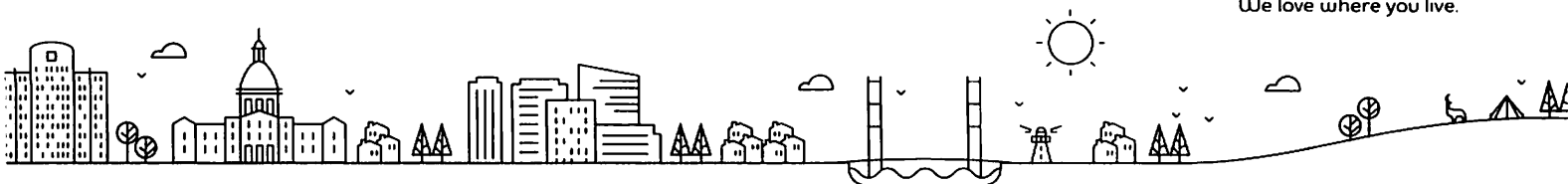
President

Mayor of Grand Rapids



Daniel P. Gilmartin

Executive Director & CEO



We love where you live.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 1, 2017
TO: Owosso City Council
FROM: Glenn Chinavare, Director of Public Services
SUBJECT: 2017 Street Resurfacing Program

RECOMMENDATION:

Approval of the low responsible and responsive bid from Malley Construction, Inc. (Mt Pleasant, MI) for the resurfacing and renovation of streets, and water main replacement in the amount of \$2,887,363.25.

BACKGROUND:

On July 25, 2017, the City received bids for the 2017 Street Resurfacing Program. Work includes replacement of pavement, water main, storm sewer, curb and gutter in isolated areas, ADA sidewalk ramps, altogether with related work items; along portions of S. Chestnut Street, N. Chipman Street, S. Chipman Street, and W. Stewart Street. Malley Construction, Inc. is the confirmed low and most responsive bid and agrees to perform the work for a total cost amount of \$2,887,363.25. A resolution for awarding the 2017 Street Resurfacing Program Contract to Malley Construction, Inc. and tabulation of bids received is included for your consideration.

FISCAL IMPACTS:

The project is funded by a combination of the City's 2016 Unlimited Obligation Bond Proceeds (\$1,776,539.25), and Water Fund Account No.591-901-972.000 (\$1,110,844.00).

Attachments: (1) Resolution, 2017 Street Resurfacing Program
(2) Bid Tabulation 2017 Street Resurfacing Program

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
MALLEY CONSTRUCTION, INC FOR
THE 2017 STREET RESURFACING PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace water main, and perform pavement improvements along portions of S. Chestnut Street, N. Chipman Street, S. Chipman Street, and Stewart Street as set forth in the contract documents; and

WHEREAS, the city has sufficient funds to perform said improvements from its water funds, sewer funds, and 2016 Unlimited Obligation Bond Proceeds funds to facilitate undertaking of the project; and

WHEREAS, the city of Owosso sought bids for the 2017 Street Resurfacing Program and a bid was received from Malley Construction, Inc. and it is hereby determined that Malley Construction, Inc. is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Malley Construction, Inc. for the 2017 Street Resurfacing Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Contract for Services Between the city of Owosso, Michigan and Malley Construction, Inc.. in the amount of \$2,887,383.25.
- THIRD: The accounts payable department is authorized to pay Malley Construction, Inc. for work satisfactorily completed on the project up to the bid amount of \$2,887,383.25.
- FOURTH: The above expenses shall be paid from the 2016 Unlimited Obligation Bond Proceeds (\$1,776,539.25), and City Water Fund 591-901-972.000 (\$1,110,844.00).

CITY OF OWOSSO BID TABULATION SHEET - PAGE 1 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM
MALLEY CONSTRUCTION
1565 PARK PLACE
MT PLEASANT, MI 48858
ZITO CONSTRUCTION
8033 FENTON RD
GRAND BLANC, MI 48439
ROHDE BROS EXCAVATING
1240 N OUTER DR
PO BOX 14979
SAGINAW, MI 48601

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	MOBILIZATION-ROAD/STORM 2017	1	LSUM	\$ 60,475.00	\$ 60,475.00	\$ 73,600.00	\$ 73,600.00	\$ 73,646.00	\$ 73,646.00
2	MOBILIZATION-ROAD/STORM 2018	1	LSUM	\$ 1.00	\$ 1.00	\$ 31,500.00	\$ 31,500.00	\$ 31,562.00	\$ 31,562.00
3	DR STRUCTURE, ABANDON	2	EA	\$ 209.38	\$ 418.76	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00
4	DR STRUCTURE, REM	61	EA	\$ 189.38	\$ 11,552.18	\$ 414.00	\$ 25,254.00	\$ 300.00	\$ 18,300.00
5	SEWER, REM < 24"	1,619	FT	\$ 5.84	\$ 9,454.96	\$ 15.00	\$ 24,285.00	\$ 10.00	\$ 16,190.00
6	SEWER, REM, 24-48"	45	FT	\$ 9.48	\$ 426.60	\$ 40.00	\$ 1,800.00	\$ 20.00	\$ 900.00
7	CURB AND GUTTER, REM	2,900	FT	\$ 7.96	\$ 23,084.00	\$ 6.00	\$ 17,400.00	\$ 6.00	\$ 17,400.00
8	PAVT, REM	1,500	SYD	\$ 3.95	\$ 5,925.00	\$ 6.00	\$ 9,000.00	\$ 6.00	\$ 9,000.00
9	SIDEWALK, REM	660	SYD	\$ 5.95	\$ 3,927.00	\$ 7.00	\$ 4,620.00	\$ 6.00	\$ 3,960.00
10	MACHINE GRADING, MOD	106	STA	\$ 443.35	\$ 46,995.10	\$ 700.00	\$ 74,200.00	\$ 1,101.00	\$ 116,706.00
11	SUBGRADE UNDERCUT, TII	200	CYD	\$ 17.06	\$ 3,412.00	\$ 23.00	\$ 4,600.00	\$ 25.00	\$ 5,000.00
12	EROSION CONTROL, INLET PROTCTN	50	EA	\$ 90.00	\$ 4,500.00	\$ 55.00	\$ 2,750.00	\$ 90.00	\$ 4,500.00
13	AGGREGATE BASE, 6" MOD	11,132	SYD	\$ 8.39	\$ 93,397.48	\$ 10.00	\$ 111,320.00	\$ 8.00	\$ 89,056.00
14	AGGREGATE BASE, 8" MOD	11,715	SYD	\$ 10.99	\$ 128,747.85	\$ 13.00	\$ 152,295.00	\$ 11.00	\$ 128,865.00
15	MAINTENANCE GRAVEL	300	TON	\$ 25.15	\$ 7,545.00	\$ 25.00	\$ 7,500.00	\$ 25.00	\$ 7,500.00
16	GEOTEXTILE, SEPERATOR	22,600	SYD	\$ 1.20	\$ 27,120.00	\$ 1.25	\$ 28,250.00	\$ 1.50	\$ 33,900.00
17	SEWER, SDR26, 6"	10	FT	\$ 32.00	\$ 320.00	\$ 39.00	\$ 390.00	\$ 30.00	\$ 300.00
18	SEWER, SDR26, 8"	50	FT	\$ 33.02	\$ 1,651.00	\$ 42.00	\$ 2,100.00	\$ 35.00	\$ 1,750.00
19	SEWER, SDR26, 10"	1,213	FT	\$ 33.03	\$ 40,065.39	\$ 37.00	\$ 44,881.00	\$ 45.00	\$ 54,585.00
20	SEWER, SDR26, 12"	723	FT	\$ 36.03	\$ 26,049.69	\$ 42.00	\$ 30,366.00	\$ 50.00	\$ 36,150.00
21	SEWER, SDR26, 15"	392	FT	\$ 44.03	\$ 17,259.76	\$ 48.00	\$ 18,816.00	\$ 58.00	\$ 22,736.00
22	SEWER, SDR26, 18"	521	FT	\$ 48.03	\$ 25,023.63	\$ 58.00	\$ 30,218.00	\$ 65.00	\$ 33,865.00
23	SEWER, SDR26, 24"	446	FT	\$ 56.02	\$ 24,984.92	\$ 82.00	\$ 36,572.00	\$ 100.00	\$ 44,600.00
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

GENERAL LIABILITY INSURANCE

HEAD:

EXPIRATION DATE:

AWARDED:

PURCH.

WORKERS COMPENSATION INSURANCE

COUNCIL

AGENT:

EXPIRATION DATE:

APPROVED:

STAFF

SOLE PROPRIETORSHIP

REC.:

EXPIRATION DATE:

PO NUMBER:

CITY OF OWOSSO BID TABULATION SHEET - PAGE 2 OF 18

DATE 7/25/2017

DEPT. _____

SUBJECT: 2017 STREET PROGRAM

				MALLEY CONSTRUCTION 1565 PARK PLACE MT PLEASANT, MI 48858		ZITO CONSTRUCTION 8033 FENTON RD GRAND BLANC, MI 48439		ROHDE BROS EXCAVATING 1240 N OUTER DR PO BOX 14979 SAGINAW, MI 48601	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
24	SEWER, BULKHEAD, 18"	1	EA	\$ 249.920	\$ 249.92	\$ 270.00	\$ 270.00	\$ 400.00	\$ 400.00
25	SEWER, BULKHEAD, 24"	1	EA	\$ 299.93	\$ 299.93	\$ 300.00	\$ 300.00	\$ 500.00	\$ 500.00
26	DR STRUCTURE COVER, ADJ, CASE 1	34	EA	\$ 350.00	\$ 11,900.00	\$ 460.00	\$ 15,640.00	\$ 500.00	\$ 17,000.00
27	DR STRUCTURE COVER, EJ1060	27	EA	\$ 600.00	\$ 16,200.00	\$ 488.00	\$ 13,176.00	\$ 600.00	\$ 16,200.00
28	DR STRUCTURE COVER, EJ1120	29	EA	\$ 650.00	\$ 18,850.00	\$ 490.00	\$ 14,210.00	\$ 600.00	\$ 17,400.00
29	DR STRUCTURE COVER, EJ7000	36	EA	\$ 700.00	\$ 25,200.00	\$ 750.00	\$ 27,000.00	\$ 750.00	\$ 27,000.00
30	DR STRUCTURE, 24"	2	EA	\$ 797.03	\$ 1,594.06	\$ 845.00	\$ 1,690.00	\$ 1,200.00	\$ 2,400.00
31	DR STRUCTURE, 36"	34	EA	\$ 1,457.52	\$ 49,555.68	\$ 988.00	\$ 33,592.00	\$ 1,400.00	\$ 47,600.00
32	DR STRUCTURE, 48"	23	EA	\$ 1,987.78	\$ 45,718.94	\$ 1,230.00	\$ 28,290.00	\$ 1,800.00	\$ 41,400.00
33	DR STRUCTURE, 60"	3	EA	\$ 3,597.47	\$ 10,792.41	\$ 1,900.00	\$ 5,700.00	\$ 2,300.00	\$ 6,900.00
34	DR STRUCTURE, ADJ ADD DEPTH	10	FT	\$ 350.00	\$ 3,500.00	\$ 200.00	\$ 2,000.00	\$ 200.00	\$ 2,000.00
35	DR STRUCTURE, TEMP LOWERING	5	EA	\$ 250.00	\$ 1,250.00	\$ 200.00	\$ 1,000.00	\$ 220.00	\$ 1,100.00
36	COLD MILLING HMA SURFACE	4,011	SYD	\$ 3.15	\$ 12,634.65	\$ 2.00	\$ 8,022.00	\$ 3.00	\$ 12,033.00
37	HMA SURFACE, REM	21,993	SYD	\$ 2.38	\$ 52,343.34	\$ 2.92	\$ 64,219.56	\$ 3.00	\$ 65,979.00
38	HMA BASE CRUSH/SHAPE 6"	7,095	SYD	\$ 2.75	\$ 19,511.25	\$ 2.00	\$ 14,190.00	\$ 3.00	\$ 21,285.00
39	ASPHALT CEMENT 4"	7,095	SYD	\$ 2.10	\$ 14,899.50	\$ 2.40	\$ 17,028.00	\$ 3.00	\$ 21,285.00
40	ASPHALT CEMENT BINDER	11,350	GAL	\$ 3.15	\$ 35,752.50	\$ 3.00	\$ 34,050.00	\$ 3.00	\$ 34,050.00
41	HAND PATCHING	20	TON	\$ 105.00	\$ 2,100.00	\$ 100.00	\$ 2,000.00	\$ 110.00	\$ 2,200.00
42	HMA, 2C	6,200	TON	\$ 61.27	\$ 379,874.00	\$ 59.00	\$ 365,800.00	\$ 60.00	\$ 372,000.00
43	HMA, 13A	836	TON	\$ 69.51	\$ 58,110.36	\$ 67.00	\$ 56,012.00	\$ 67.00	\$ 56,012.00
44	HMA, 4E3	475	TON	\$ 76.02	\$ 36,109.50	\$ 73.00	\$ 34,675.00	\$ 74.00	\$ 35,150.00
45	HMA, 5E3	3,010	TON	\$ 73.92	\$ 222,499.20	\$ 71.00	\$ 213,710.00	\$ 71.00	\$ 213,710.00
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

CITY OF OWOSSO BID TABULATION SHEET - PAGE 3 OF 18

DATE 7/25/2017

DEPT. _____

SUBJECT: 2017 STREET PROGRAM

MALLEY CONSTRUCTION
1565 PARK PLACE
MT PLEASANT, MI 48858

ZITO CONSTRUCTION
8033 FENTON RD
GRAND BLANC, MI 48439

ROHDE BROS EXCAVATING
1240 N OUTER DR
PO BOX 14979
SAGINAW, MI 48601

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
46	HMA APPROACH	20	TON	\$ 105.00	\$ 2,100.00	\$ 100.00	\$ 2,000.00	\$ 110.00	\$ 2,200.00
47	CEMENT	5	TON	\$ 262.50	\$ 1,312.50	\$ 250.00	\$ 1,250.00	\$ 190.00	\$ 950.00
48	SAW CUTTING	9,000	FT	\$ 2.89	\$ 26,010.00	\$ 2.00	\$ 18,000.00	\$ 1.65	\$ 14,850.00
49	DRIVEWAY, NONREINF CONC 6"	46	SYD	\$ 36.86	\$ 1,695.56	\$ 54.00	\$ 2,484.00	\$ 36.00	\$ 1,656.00
50	DRIVEWAY, NONREINF CONC 7"	57	SYD	\$ 41.58	\$ 2,370.06	\$ 60.00	\$ 3,420.00	\$ 40.00	\$ 2,280.00
51	APPROACH, CL II LM	15	TON	\$ 15.71	\$ 235.65	\$ 35.00	\$ 525.00	\$ 30.00	\$ 450.00
52	CURB/GUTTER CONC DET F4	2,900	FT	\$ 16.59	\$ 48,111.00	\$ 22.00	\$ 63,800.00	\$ 17.00	\$ 49,300.00
53	DETECTABLE WARNING SURFACE	250	FT	\$ 31.50	\$ 7,875.00	\$ 38.00	\$ 9,500.00	\$ 31.00	\$ 7,750.00
54	SIDEWALK RAMP, CONC 4"	4,500	SFT	\$ 5.08	\$ 22,860.00	\$ 6.40	\$ 28,800.00	\$ 4.00	\$ 18,000.00
55	SIDEWALK, CONC 4"	3,500	SFT	\$ 3.36	\$ 11,760.00	\$ 4.80	\$ 16,800.00	\$ 4.00	\$ 14,000.00
56	SIDEWALK, CONC, 6"	200	SFT	\$ 4.10	\$ 820.00	\$ 6.00	\$ 1,200.00	\$ 5.00	\$ 1,000.00
57	POST, MAILBOX	20	EA	\$ 97.40	\$ 1,948.00	\$ 80.00	\$ 1,600.00	\$ 80.00	\$ 1,600.00
58	VALVE BOX, ADJ	6	EA	\$ 174.58	\$ 1,047.48	\$ 170.00	\$ 1,020.00	\$ 180.00	\$ 1,080.00
59	SANITARY SERV CONFLICT	4	EA	\$ 1,579.59	\$ 6,318.36	\$ 500.00	\$ 2,000.00	\$ 1,500.00	\$ 6,000.00
60	ABANDONED GAS MAIN CONFLICT	10	EA	\$ 609.63	\$ 6,096.30	\$ 450.00	\$ 4,500.00	\$ 500.00	\$ 5,000.00
61	PAVT MRKG, OVLY 6" CROSSWALK	100	FT	\$ 3.10	\$ 310.00	\$ 5.00	\$ 500.00	\$ 3.00	\$ 300.00
62	PAVT MRKG, OVLY 24" STOP BAR	36	FT	\$ 13.13	\$ 472.68	\$ 22.00	\$ 792.00	\$ 13.00	\$ 468.00
63	PAVT MRKG, WATERBORNE 4"	4,845	FT	\$ 0.32	\$ 1,550.40	\$ 0.60	\$ 2,907.00	\$ 0.30	\$ 1,453.50
64	BARRICADE T III	62	EA	\$ 110.25	\$ 6,835.50	\$ 70.00	\$ 4,340.00	\$ 63.00	\$ 3,906.00
65	PEDESTRIAN BARRICADE	12	EA	\$ 141.75	\$ 1,701.00	\$ 100.00	\$ 1,200.00	\$ 84.00	\$ 1,008.00
66	LIGHTED ARROW	4	EA	\$ 351.75	\$ 1,407.00	\$ 500.00	\$ 2,000.00	\$ 410.00	\$ 1,640.00
67	MINOR TRAF DEVICES	1	LSUM	\$ 27,000.00	\$ 27,000.00	\$ 24,000.00	\$ 24,000.00	\$ 23,000.00	\$ 23,000.00
68	PLASTIC DRUM	140	EA	\$ 12.08	\$ 1,691.20	\$ 20.00	\$ 2,800.00	\$ 16.00	\$ 2,240.00
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

CITY OF OWOSSO BID TABULATION SHEET - PAGE 4 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

MALLEY CONSTRUCTION
1565 PARK PLACE
MT PLEASANT, MI 48858

ZITO CONSTRUCTION
8033 FENTON RD
GRAND BLANC, MI 48439

ROHDE BROS EXCAVATING
1240 N OUTER DR
PO BOX 14979
SAGINAW, MI 48601

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
69	SIGN, T B	1,000	SFT	\$ 3.73	\$ 3,730.00	\$ 5.25	\$ 5,250.00	\$ 5.00	\$ 5,000.00
70	TRAF REGULATOR CONTROL	1	LSUM	\$ 1,000.00	\$ 1,000.00	\$ 12,960.00	\$ 12,960.00	\$ 4,992.00	\$ 4,992.00
71	TURF ESTABLISHMENT	3,000	SYD	\$ 3.00	\$ 9,000.00	\$ 4.50	\$ 13,500.00	\$ 6.00	\$ 18,000.00
	TOTAL-ROAD & STORM SWR (1-71)				\$ 1,776,539.25		\$ 1,912,039.56		\$ 1,952,798.50
TOTAL BID									

CITY OF OWOSSO BID TABULATION SHEET - PAGE 5 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

				MALLEY CONSTRUCTION 1565 PARK PLACE MT PLEASANT, MI 48858		ZITO CONSTRUCTION 8033 FENTON RD GRAND BLANC, MI 48439		ROHDE BROS EXCAVATING 1240 N OUTER DR PO BOX 14979 SAGINAW, MI 48601	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
100	MOBILIZATION-2017 WATER MAIN	1	LSUM	\$ 16,000.00	\$ 16,000.00	\$ 26,653.00	\$ 26,653.00	\$ 26,653.00	\$ 26,653.00
101	MOBILIZATION-2018 WATER MAIN	1	LSUM	\$ 1.00	\$ 1.00	\$ 26,653.00	\$ 26,653.00	\$ 26,653.00	\$ 26,653.00
102	CONNECT TO EX WTR MAIN	22	EA	\$ 3,000.00	\$ 66,000.00	\$ 2,750.00	\$ 60,500.00	\$ 2,900.00	\$ 63,800.00
103	EXISTING VALVE W/BOX ABANDON	31	EA	\$ 200.00	\$ 6,200.00	\$ 200.00	\$ 6,200.00	\$ 150.00	\$ 4,650.00
104	EXISTING HYDRANT REMOVAL	9	EA	\$ 790.00	\$ 7,110.00	\$ 400.00	\$ 3,600.00	\$ 650.00	\$ 5,850.00
105	4" PVC WTR MAIN, DETAIL G	56	LF	\$ 31.00	\$ 1,736.00	\$ 55.00	\$ 3,080.00	\$ 43.00	\$ 2,408.00
106	6" PVC WTR MAIN, DETAIL G	682	LF	\$ 34.00	\$ 23,188.00	\$ 62.00	\$ 42,284.00	\$ 48.00	\$ 32,736.00
107	8" PVC WTR MAIN, DETAIL G	297	LF	\$ 37.00	\$ 10,989.00	\$ 78.00	\$ 23,166.00	\$ 53.00	\$ 15,741.00
108	12" PVC WTR MAIN, DETAIL G	650	LF	\$ 64.00	\$ 41,600.00	\$ 112.00	\$ 72,800.00	\$ 68.00	\$ 44,200.00
109	12" PVC WTR MAIN, DIRECTIONAL	4,670	LF	\$ 95.00	\$ 443,650.00	\$ 97.50	\$ 455,325.00	\$ 108.00	\$ 504,360.00
110	8" TEE	1	EA	\$ 1,340.00	\$ 1,340.00	\$ 1,220.00	\$ 1,220.00	\$ 1,028.00	\$ 1,028.00
111	12" X 6" TEE	28	EA	\$ 1,850.00	\$ 51,800.00	\$ 2,315.00	\$ 64,820.00	\$ 1,614.00	\$ 45,192.00
112	12" X 8" TEE	6	EA	\$ 1,930.00	\$ 11,580.00	\$ 2,375.00	\$ 14,250.00	\$ 1,671.00	\$ 10,026.00
113	12" TEE	3	EA	\$ 2,215.00	\$ 6,645.00	\$ 2,550.00	\$ 7,650.00	\$ 1,962.00	\$ 5,886.00
114	12" X 6" REDUCER	1	EA	\$ 1,180.00	\$ 1,180.00	\$ 840.00	\$ 840.00	\$ 600.00	\$ 600.00
115	12" X 8" REDUCER	1	EA	\$ 1,280.00	\$ 1,280.00	\$ 880.00	\$ 880.00	\$ 633.00	\$ 633.00
116	8" X 6" REDUCER	4	EA	\$ 685.00	\$ 2,740.00	\$ 512.00	\$ 2,048.00	\$ 382.00	\$ 1,528.00
117	8" X 4" REDUCER	1	EA	\$ 685.00	\$ 685.00	\$ 506.00	\$ 506.00	\$ 346.00	\$ 346.00
118	6" X 4" REDUCER	4	EA	\$ 620.00	\$ 2,480.00	\$ 430.00	\$ 1,720.00	\$ 272.00	\$ 1,088.00
119	4" PLUG	5	EA	\$ 300.00	\$ 1,500.00	\$ 205.00	\$ 1,025.00	\$ 144.00	\$ 720.00
120	6" PLUG	15	EA	\$ 300.00	\$ 4,500.00	\$ 275.00	\$ 4,125.00	\$ 176.00	\$ 2,640.00
121	12" PLUG	2	EA	\$ 550.00	\$ 1,100.00	\$ 550.00	\$ 1,100.00	\$ 377.00	\$ 754.00
122	4" 90d BEND	7	EA	\$ 750.00	\$ 5,250.00	\$ 350.00	\$ 2,450.00	\$ 312.00	\$ 2,184.00
TOTAL BID									

CITY OF OWOSSO BID TABULATION SHEET - PAGE 6 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

				MALLEY CONSTRUCTION 1565 PARK PLACE MT PLEASANT, MI 48858		ZITO CONSTRUCTION 8033 FENTON RD GRAND BLANC, MI 48439		ROHDE BROS EXCAVATING 1240 N OUTER DR PO BOX 14979 SAGINAW, MI 48601	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
123	6" 22.5D BEND	2	EA	\$ 865.00	\$ 1,730.00	470.00	\$ 940.00	\$ 420.00	\$ 840.00
124	6" 45D BEND	20	EA	\$ 780.00	\$ 15,600.00	460.00	\$ 9,200.00	\$ 378.00	\$ 7,560.00
125	6" 90D BEND	24	EA	\$ 800.00	\$ 19,200.00	470.00	\$ 11,280.00	\$ 415.00	\$ 9,960.00
126	12" 22.5D BEND	4	EA	\$ 2,140.00	\$ 8,560.00	1,250.00	\$ 5,000.00	\$ 1,124.00	\$ 4,496.00
127	12" 45D BEND	20	EA	\$ 2,170.00	\$ 43,400.00	1,285.00	\$ 25,700.00	\$ 1,159.00	\$ 23,180.00
128	12" 90D BEND	1	EA	\$ 2,320.00	\$ 2,320.00	1,450.00	\$ 1,450.00	\$ 1,386.00	\$ 1,386.00
129	6" VALVE & VALVE BOX	14	EA	\$ 1,160.00	\$ 16,240.00	1,280.00	\$ 17,920.00	\$ 1,100.00	\$ 15,400.00
130	8" VALVE & VALVE BOX	5	EA	\$ 1,530.00	\$ 7,650.00	2,050.00	\$ 10,250.00	\$ 1,496.00	\$ 7,480.00
131	12" VALVE & VALVE BOX	14	EA	\$ 2,520.00	\$ 35,280.00	3,020.00	\$ 42,280.00	\$ 2,608.00	\$ 36,512.00
132	90D FIRE HYDRANT ASSY	14	EA	\$ 3,800.00	\$ 53,200.00	3,640.00	\$ 50,960.00	\$ 5,510.00	\$ 77,140.00
133	NEW WTR SRVC, OPEN CUT	45	EA	\$ 1,350.00	\$ 60,750.00	950.00	\$ 42,750.00	\$ 1,286.00	\$ 57,870.00
134	NEW WTR SRVC, FREEBORE	50	EA	\$ 2,310.00	\$ 115,500.00	1,680.00	\$ 84,000.00	\$ 1,496.00	\$ 74,800.00
135	2" BLOW OFF & COPPER LINE	18	EA	\$ 1,270.00	\$ 22,860.00	575.00	\$ 10,350.00	\$ 789.00	\$ 14,202.00
	TOTAL-WATER MAIN (100-135)				\$ 1,110,844.00		\$ 1,134,975.00		\$ 1,130,502.00
TOTAL-COMPLETE BID (1-135)				\$ 2,887,383.25		\$ 3,047,014.56		\$ 3,083,300.50	

CITY OF OWOSSO BID TABULATION SHEET - PAGE 7 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	MOBILIZATION-ROAD/STORM 2017	1	LSUM	\$ 73,646.00	\$ 73,646.00	70,000.00	\$ 70,000.00	\$ 73,646.00	\$ 73,646.00
2	MOBILIZATION-ROAD/STORM 2018	1	LSUM	\$ 31,562.00	\$ 31,562.00	30,000.00	\$ 30,000.00	\$ 31,562.00	\$ 31,562.00
3	DR STRUCTURE, ABANDON	2	EA	\$ 885.00	\$ 1,770.00	600.00	\$ 1,200.00	\$ 440.00	\$ 880.00
4	DR STRUCTURE, REM	61	EA	\$ 531.00	\$ 32,391.00	300.00	\$ 18,300.00	\$ 257.00	\$ 15,677.00
5	SEWER, REM < 24"	1,619	FT	\$ 25.70	\$ 41,608.30	10.00	\$ 16,190.00	\$ 9.00	\$ 14,571.00
6	SEWER, REM, 24-48"	45	FT	\$ 61.60	\$ 2,772.00	25.00	\$ 1,125.00	\$ 17.00	\$ 765.00
7	CURB AND GUTTER, REM	2,900	FT	\$ 10.50	\$ 30,450.00	10.00	\$ 29,000.00	\$ 10.00	\$ 29,000.00
8	PAVT, REM	1,500	SYD	\$ 12.20	\$ 18,300.00	15.00	\$ 22,500.00	\$ 10.00	\$ 15,000.00
9	SIDEWALK, REM	660	SYD	\$ 8.30	\$ 5,478.00	10.00	\$ 6,600.00	\$ 5.00	\$ 3,300.00
10	MACHINE GRADING, MOD	106	STA	\$ 431.50	\$ 45,739.00	750.00	\$ 79,500.00	\$ 1,375.00	\$ 145,750.00
11	SUBGRADE UNDERCUT, TII	200	CYD	\$ 35.40	\$ 7,080.00	25.00	\$ 5,000.00	\$ 34.00	\$ 6,800.00
12	EROSION CONTROL, INLET PROTCTN	50	EA	\$ 89.90	\$ 4,495.00	100.00	\$ 5,000.00	\$ 100.00	\$ 5,000.00
13	AGGREGATE BASE, 6" MOD	11,132	SYD	\$ 8.50	\$ 94,622.00	10.00	\$ 111,320.00	\$ 11.50	\$ 128,018.00
14	AGGREGATE BASE, 8" MOD	11,715	SYD	\$ 10.80	\$ 126,522.00	13.00	\$ 152,295.00	\$ 15.25	\$ 178,653.75
15	MAINTENANCE GRAVEL	300	TON	\$ 51.90	\$ 15,570.00	1.00	\$ 300.00	\$ 27.00	\$ 8,100.00
16	GEOTEXTILE, SEPERATOR	22,600	SYD	\$ 1.50	\$ 33,900.00	1.50	\$ 33,900.00	\$ 1.50	\$ 33,900.00
17	SEWER, SDR26, 6"	10	FT	\$ 30.90	\$ 309.00	100.00	\$ 1,000.00	\$ 105.00	\$ 1,050.00
18	SEWER, SDR26, 8"	50	FT	\$ 34.20	\$ 1,710.00	100.00	\$ 5,000.00	\$ 91.50	\$ 4,575.00
19	SEWER, SDR26, 10"	1,213	FT	\$ 33.70	\$ 40,878.10	60.00	\$ 72,780.00	\$ 78.25	\$ 94,917.25
20	SEWER, SDR26, 12"	723	FT	\$ 38.20	\$ 27,618.60	60.00	\$ 43,380.00	\$ 70.00	\$ 50,610.00
21	SEWER, SDR26, 15"	392	FT	\$ 47.00	\$ 18,424.00	70.00	\$ 27,440.00	\$ 82.50	\$ 32,340.00
22	SEWER, SDR26, 18"	521	FT	\$ 58.50	\$ 30,478.50	80.00	\$ 41,680.00	\$ 95.50	\$ 49,755.50
23	SEWER, SDR26, 24"	446	FT	\$ 95.30	\$ 42,503.80	\$ 110.00	\$ 49,060.00	\$ 130.25	\$ 58,091.50
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

GENERAL LIABILITY INSURANCE

HEAD:

EXPIRATION DATE:

AWARDED:

PURCH.

WORKERS COMPENSATION INSURANCE

COUNCIL

AGENT:

EXPIRATION DATE:

APPROVED:

STAFF

SOLE PROPRIETORSHIP

REC.:

EXPIRATION DATE:

PO NUMBER:

CITY OF OWOSSO BID TABULATION SHEET - PAGE 8 OF 18

DATE 7/25/2017DEPT. SUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
24	SEWER, BULKHEAD, 18"	1	EA	\$ 413.000	\$ 413.00	\$ 1,000.00	\$ 1,000.00	\$ 125.00	\$ 125.00
25	SEWER, BULKHEAD, 24"	1	EA	\$ 649.00	\$ 649.00	\$ 1,000.00	\$ 1,000.00	\$ 175.00	\$ 175.00
26	DR STRUCTURE COVER, ADJ, CASE 1	34	EA	\$ 472.00	\$ 16,048.00	\$ 500.00	\$ 17,000.00	\$ 480.00	\$ 16,320.00
27	DR STRUCTURE COVER, EJ1060	27	EA	\$ 525.40	\$ 14,185.80	\$ 500.00	\$ 13,500.00	\$ 627.00	\$ 16,929.00
28	DR STRUCTURE COVER, EJ1120	29	EA	\$ 498.60	\$ 14,459.40	\$ 500.00	\$ 14,500.00	\$ 590.00	\$ 17,110.00
29	DR STRUCTURE COVER, EJ7000	36	EA	\$ 662.80	\$ 23,860.80	\$ 600.00	\$ 21,600.00	\$ 775.00	\$ 27,900.00
30	DR STRUCTURE, 24"	2	EA	\$ 1,051.60	\$ 2,103.20	\$ 1,600.00	\$ 3,200.00	\$ 726.00	\$ 1,452.00
31	DR STRUCTURE, 36"	34	EA	\$ 1,529.20	\$ 51,992.80	\$ 1,600.00	\$ 54,400.00	\$ 1,100.00	\$ 37,400.00
32	DR STRUCTURE, 48"	23	EA	\$ 1,944.00	\$ 44,712.00	\$ 2,000.00	\$ 46,000.00	\$ 1,230.00	\$ 28,290.00
33	DR STRUCTURE, 60"	3	EA	\$ 3,251.30	\$ 9,753.90	\$ 3,000.00	\$ 9,000.00	\$ 1,613.00	\$ 4,839.00
34	DR STRUCTURE, ADJ ADD DEPTH	10	FT	\$ 531.00	\$ 5,310.00	\$ 100.00	\$ 1,000.00	\$ 260.00	\$ 2,600.00
35	DR STRUCTURE, TEMP LOWERING	5	EA	\$ 265.50	\$ 1,327.50	\$ 400.00	\$ 2,000.00	\$ 200.00	\$ 1,000.00
36	COLD MILLING HMA SURFACE	4,011	SYD	\$ 3.00	\$ 12,033.00	\$ 3.00	\$ 12,033.00	\$ 1.00	\$ 4,011.00
37	HMA SURFACE, REM	21,993	SYD	\$ 3.10	\$ 68,178.30	\$ 2.50	\$ 54,982.50	\$ 1.75	\$ 38,487.75
38	HMA BASE CRUSH/SHAPE 6"	7,095	SYD	\$ 1.60	\$ 11,352.00	\$ 1.50	\$ 10,642.50	\$ 1.50	\$ 10,642.50
39	ASPHALT CEMENT 4"	7,095	SYD	\$ 2.10	\$ 14,899.50	\$ 2.00	\$ 14,190.00	\$ 2.00	\$ 14,190.00
40	ASPHALT CEMENT BINDER	11,350	GAL	\$ 3.20	\$ 36,320.00	\$ 3.00	\$ 34,050.00	\$ 3.00	\$ 34,050.00
41	HAND PATCHING	20	TON	\$ 157.50	\$ 3,150.00	\$ 100.00	\$ 2,000.00	\$ 163.50	\$ 3,270.00
42	HMA, 2C	6,200	TON	\$ 63.00	\$ 390,600.00	\$ 58.35	\$ 361,770.00	\$ 55.00	\$ 341,000.00
43	HMA, 13A	836	TON	\$ 67.20	\$ 56,179.20	\$ 66.20	\$ 55,343.20	\$ 70.25	\$ 58,729.00
44	HMA, 4E3	475	TON	\$ 73.50	\$ 34,912.50	\$ 72.40	\$ 34,390.00	\$ 77.75	\$ 36,931.25
45	HMA, 5E3	3,010	TON	\$ 75.60	\$ 227,556.00	\$ 70.40	\$ 211,904.00	\$ 67.40	\$ 202,874.00
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

CITY OF OWOSSO BID TABULATION SHEET - PAGE 9 OF 18

DATE 7/25/2017

DEPT. _____

SUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
46	HMA APPROACH	20	TON	\$ 191.70	\$ 3,834.00	\$ 100.00	\$ 2,000.00	\$ 171.35	\$ 3,427.00
47	CEMENT	5	TON	\$ 262.50	\$ 1,312.50	\$ 200.00	\$ 1,000.00	\$ 180.00	\$ 900.00
48	SAW CUTTING	9,000	FT	\$ 1.60	\$ 14,400.00	\$ 0.01	\$ 90.00	\$ 2.00	\$ 18,000.00
49	DRIVEWAY, NONREINF CONC 6"	46	SYD	\$ 68.40	\$ 3,146.40	\$ 35.10	\$ 1,614.60	\$ 34.00	\$ 1,564.00
50	DRIVEWAY, NONREINF CONC 7"	57	SYD	\$ 73.70	\$ 4,200.90	\$ 39.60	\$ 2,257.20	\$ 38.00	\$ 2,166.00
51	APPROACH, CL II LM	15	TON	\$ 46.20	\$ 693.00	\$ 50.00	\$ 750.00	\$ 36.00	\$ 540.00
52	CURB/GUTTER CONC DET F4	2,900	FT	\$ 26.50	\$ 76,850.00	\$ 15.80	\$ 45,820.00	\$ 16.00	\$ 46,400.00
53	DETECTABLE WARNING SURFACE	250	FT	\$ 36.80	\$ 9,200.00	\$ 30.00	\$ 7,500.00	\$ 30.00	\$ 7,500.00
54	SIDEWALK RAMP, CONC 4"	4,500	SFT	\$ 8.10	\$ 36,450.00	\$ 4.84	\$ 21,780.00	\$ 3.80	\$ 17,100.00
55	SIDEWALK, CONC 4"	3,500	SFT	\$ 6.50	\$ 22,750.00	\$ 3.20	\$ 11,200.00	\$ 3.20	\$ 11,200.00
56	SIDEWALK, CONC, 6"	200	SFT	\$ 7.50	\$ 1,500.00	\$ 3.90	\$ 780.00	\$ 3.80	\$ 760.00
57	POST, MAILBOX	20	EA	\$ 64.90	\$ 1,298.00	\$ 100.00	\$ 2,000.00	\$ 77.00	\$ 1,540.00
58	VALVE BOX, ADJ	6	EA	\$ 413.00	\$ 2,478.00	\$ 300.00	\$ 1,800.00	\$ 200.00	\$ 1,200.00
59	SANITARY SERV CONFLICT	4	EA	\$ 3,162.40	\$ 12,649.60	\$ 2,500.00	\$ 10,000.00	\$ 1,000.00	\$ 4,000.00
60	ABANDONED GAS MAIN CONFLICT	10	EA	\$ 531.00	\$ 5,310.00	\$ 100.00	\$ 1,000.00	\$ 120.00	\$ 1,200.00
61	PAVT MRKG, OVLY 6" CROSSWALK	100	FT	\$ 4.60	\$ 460.00	\$ 2.95	\$ 295.00	\$ 2.95	\$ 295.00
62	PAVT MRKG, OVLY 24" STOP BAR	36	FT	\$ 19.70	\$ 709.20	\$ 12.50	\$ 450.00	\$ 12.50	\$ 450.00
63	PAVT MRKG, WATERBORNE 4"	4,845	FT	\$ 0.50	\$ 2,422.50	\$ 0.30	\$ 1,453.50	\$ 0.30	\$ 1,453.50
64	BARRICADE T III	62	EA	\$ 63.00	\$ 3,906.00	\$ 60.00	\$ 3,720.00	\$ 60.00	\$ 3,720.00
65	PEDESTRIAN BARRICADE	12	EA	\$ 84.00	\$ 1,008.00	\$ 80.00	\$ 960.00	\$ 80.00	\$ 960.00
66	LIGHTED ARROW	4	EA	\$ 420.00	\$ 1,680.00	\$ 400.00	\$ 1,600.00	\$ 400.00	\$ 1,600.00
67	MINOR TRAF DEVICES	1	LSUM	\$ 19,442.10	\$ 19,442.10	\$ 60,000.00	\$ 60,000.00	\$ 12,500.00	\$ 12,500.00
68	PLASTIC DRUM	140	EA	\$ 15.80	\$ 2,212.00	\$ 15.00	\$ 2,100.00	\$ 15.00	\$ 2,100.00
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

SUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
69	SIGN, T B	1,000	SFT	\$ 5.30	\$ 5,300.00	5.00	\$ 5,000.00	\$ 5.00	\$ 5,000.00
70	TRAF REGULATOR CONTROL	1	LSUM	\$ -	\$ -	1,000.00	\$ 1,000.00	\$ 4,525.00	\$ 4,525.00
71	TURF ESTABLISHMENT	3,000	SYD	\$ 7.10	\$ 21,300.00	10.00	\$ 30,000.00	\$ 6.30	\$ 18,900.00
				\$ -					
	TOTAL-ROAD & STORM SWR (1-71)				\$ 2,022,335.40		\$ 2,014,245.50		\$ 2,049,288.00
TOTAL BID									

CITY OF OWOSSO BID TABULATION SHEET - PAGE 11 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
100	MOBILIZATION-2017 WATER MAIN	1	LSUM	\$ 26,653.00	\$ 26,653.00	25,000.00	\$ 25,000.00	\$ 26,653.00	\$ 26,653.00
101	MOBILIZATION-2018 WATER MAIN	1	LSUM	\$ 26,653.00	\$ 26,653.00	20,000.00	\$ 20,000.00	\$ 26,653.00	\$ 26,653.00
102	CONNECT TO EX WTR MAIN	22	EA	\$ 3,907.30	\$ 85,960.60	3,500.00	\$ 77,000.00	\$ 5,725.00	\$ 125,950.00
103	EXISTING VALVE W/BOX ABANDON	31	EA	\$ 852.20	\$ 26,418.20	350.00	\$ 10,850.00	\$ 200.00	\$ 6,200.00
104	EXISTING HYDRANT REMOVAL	9	EA	\$ 914.50	\$ 8,230.50	500.00	\$ 4,500.00	\$ 350.00	\$ 3,150.00
105	4" PVC WTR MAIN, DETAIL G	56	LF	\$ 28.00	\$ 1,568.00	70.00	\$ 3,920.00	\$ 50.00	\$ 2,800.00
106	6" PVC WTR MAIN, DETAIL G	682	LF	\$ 30.50	\$ 20,801.00	70.00	\$ 47,740.00	\$ 52.00	\$ 35,464.00
107	8" PVC WTR MAIN, DETAIL G	297	LF	\$ 35.50	\$ 10,543.50	80.00	\$ 23,760.00	\$ 55.50	\$ 16,483.50
108	12" PVC WTR MAIN, DETAIL G	650	LF	\$ 54.80	\$ 35,620.00	90.00	\$ 58,500.00	\$ 64.75	\$ 42,087.50
109	12" PVC WTR MAIN, DIRECTIONAL	4,670	LF	\$ 112.70	\$ 526,309.00	90.00	\$ 420,300.00	\$ 107.00	\$ 499,690.00
110	8" TEE	1	EA	\$ 590.10	\$ 590.10	500.00	\$ 500.00	\$ 726.00	\$ 726.00
111	12" X 6" TEE	28	EA	\$ 744.80	\$ 20,854.40	700.00	\$ 19,600.00	\$ 1,032.00	\$ 28,896.00
112	12" X 8" TEE	6	EA	\$ 768.60	\$ 4,611.60	700.00	\$ 4,200.00	\$ 1,082.00	\$ 6,492.00
113	12" TEE	3	EA	\$ 910.50	\$ 2,731.50	900.00	\$ 2,700.00	\$ 1,260.00	\$ 3,780.00
114	12" X 6" REDUCER	1	EA	\$ 551.00	\$ 551.00	900.00	\$ 900.00	\$ 602.00	\$ 602.00
115	12" X 8" REDUCER	1	EA	\$ 550.60	\$ 550.60	900.00	\$ 900.00	\$ 591.00	\$ 591.00
116	8" X 6" REDUCER	4	EA	\$ 443.10	\$ 1,772.40	400.00	\$ 1,600.00	\$ 374.00	\$ 1,496.00
117	8" X 4" REDUCER	1	EA	\$ 434.60	\$ 434.60	400.00	\$ 400.00	\$ 400.00	\$ 400.00
118	6" X 4" REDUCER	4	EA	\$ 395.50	\$ 1,582.00	400.00	\$ 1,600.00	\$ 280.00	\$ 1,120.00
119	4" PLUG	5	EA	\$ 399.80	\$ 1,999.00	800.00	\$ 4,000.00	\$ 208.00	\$ 1,040.00
120	6" PLUG	15	EA	\$ 412.50	\$ 6,187.50	800.00	\$ 12,000.00	\$ 240.00	\$ 3,600.00
121	12" PLUG	2	EA	\$ 507.70	\$ 1,015.40	1,500.00	\$ 3,000.00	\$ 357.00	\$ 714.00
122	4" 90d BEND	7	EA	\$ 520.30	\$ 3,642.10	\$ 150.00	\$ 1,050.00	\$ 291.00	\$ 2,037.00
TOTAL BID									

CITY OF OWOSSO BID TABULATION SHEET - PAGE 12 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

LA CONSTRUCTION CORP
4067 COMMERCE DR
FLUSHING, MI 48433

C&D HUGHES INC
3097 LANSING RD
CHARLOTTE, MI 48813

TRI-CITY GROUNDBREAKERS
4440 N EASTMAN RD
MIDLAND, MI 48642

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
123	6" 22.5D BEND	2	EA	\$ 534.80	\$ 1,069.60	200.00	\$ 400.00	\$ 324.00	\$ 648.00
124	6" 45D BEND	20	EA	\$ 545.20	\$ 10,904.00	200.00	\$ 4,000.00	\$ 330.00	\$ 6,600.00
125	6" 90D BEND	24	EA	\$ 565.40	\$ 13,569.60	200.00	\$ 4,800.00	\$ 355.00	\$ 8,520.00
126	12" 22.5D BEND	4	EA	\$ 748.90	\$ 2,995.60	600.00	\$ 2,400.00	\$ 774.00	\$ 3,096.00
127	12" 45D BEND	20	EA	\$ 804.10	\$ 16,082.00	600.00	\$ 12,000.00	\$ 829.00	\$ 16,580.00
128	12" 90D BEND	1	EA	\$ 898.40	\$ 898.40	700.00	\$ 700.00	\$ 964.00	\$ 964.00
129	6" VALVE & VALVE BOX	14	EA	\$ 1,293.60	\$ 18,110.40	1,500.00	\$ 21,000.00	\$ 1,158.00	\$ 16,212.00
130	8" VALVE & VALVE BOX	5	EA	\$ 1,651.10	\$ 8,255.50	2,000.00	\$ 10,000.00	\$ 1,535.00	\$ 7,675.00
131	12" VALVE & VALVE BOX	14	EA	\$ 2,744.60	\$ 38,424.40	3,000.00	\$ 42,000.00	\$ 2,650.00	\$ 37,100.00
132	90D FIRE HYDRANT ASSY	14	EA	\$ 6,308.50	\$ 88,319.00	4,000.00	\$ 56,000.00	\$ 4,326.00	\$ 60,564.00
133	NEW WTR SRVC, OPEN CUT	45	EA	\$ 442.50	\$ 19,912.50	2,000.00	\$ 90,000.00	\$ 1,225.00	\$ 55,125.00
134	NEW WTR SRVC, FREEBORE	50	EA	\$ 485.30	\$ 24,265.00	3,000.00	\$ 150,000.00	\$ 1,451.00	\$ 72,550.00
135	2" BLOW OFF & COPPER LINE	18	EA	\$ 590.00	\$ 10,620.00	700.00	\$ 12,600.00	\$ 200.00	\$ 3,600.00
	TOTAL-WATER MAIN (100-135)				\$ 1,068,705.00		\$ 1,149,920.00		\$ 1,125,859.00
TOTAL-COMPLETE BID (1-135)					\$ 3,091,040.40		\$ 3,164,165.50		\$ 3,175,147.00

CITY OF OWOSSO BID TABULATION SHEET - PAGE 13 OF 18

DATE 7/25/2017DEPT. DPWSUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	MOBILIZATION-ROAD/STORM 2017	1	LSUM	\$ 73,646.00	\$ 73,646.00		\$ -	\$ -	\$ -
2	MOBILIZATION-ROAD/STORM 2018	1	LSUM	\$ 31,562.00	\$ 31,562.00		\$ -	\$ -	\$ -
3	DR STRUCTURE, ABANDON	2	EA	\$ 400.00	\$ 800.00		\$ -	\$ -	\$ -
4	DR STRUCTURE, REM	61	EA	\$ 500.00	\$ 30,500.00		\$ -	\$ -	\$ -
5	SEWER, REM < 24"	1,619	FT	\$ 10.00	\$ 16,190.00		\$ -	\$ -	\$ -
6	SEWER, REM, 24-48"	45	FT	\$ 20.00	\$ 900.00		\$ -	\$ -	\$ -
7	CURB AND GUTTER, REM	2,900	FT	\$ 6.00	\$ 17,400.00		\$ -	\$ -	\$ -
8	PAVT, REM	1,500	SYD	\$ 6.00	\$ 9,000.00		\$ -	\$ -	\$ -
9	SIDEWALK, REM	660	SYD	\$ 6.00	\$ 3,960.00		\$ -	\$ -	\$ -
10	MACHINE GRADING, MOD	106	STA	\$ 675.00	\$ 71,550.00		\$ -	\$ -	\$ -
11	SUBGRADE UNDERCUT, TII	200	CYD	\$ 55.00	\$ 11,000.00		\$ -	\$ -	\$ -
12	EROSION CONTROL, INLET PROTCTN	50	EA	\$ 90.00	\$ 4,500.00		\$ -	\$ -	\$ -
13	AGGREGATE BASE, 6" MOD	11,132	SYD	\$ 10.75	\$ 119,669.00		\$ -	\$ -	\$ -
14	AGGREGATE BASE, 8" MOD	11,715	SYD	\$ 13.53	\$ 158,503.95		\$ -	\$ -	\$ -
15	MAINTENANCE GRAVEL	300	TON	\$ 30.00	\$ 9,000.00		\$ -	\$ -	\$ -
16	GEOTEXTILE, SEPERATOR	22,600	SYD	\$ 3.00	\$ 67,800.00		\$ -	\$ -	\$ -
17	SEWER, SDR26, 6"	10	FT	\$ 75.00	\$ 750.00		\$ -	\$ -	\$ -
18	SEWER, SDR26, 8"	50	FT	\$ 76.00	\$ 3,800.00		\$ -	\$ -	\$ -
19	SEWER, SDR26, 10"	1,213	FT	\$ 78.00	\$ 94,614.00		\$ -	\$ -	\$ -
20	SEWER, SDR26, 12"	723	FT	\$ 81.00	\$ 58,563.00		\$ -	\$ -	\$ -
21	SEWER, SDR26, 15"	392	FT	\$ 85.00	\$ 33,320.00		\$ -	\$ -	\$ -
22	SEWER, SDR26, 18"	521	FT	\$ 93.00	\$ 48,453.00		\$ -	\$ -	\$ -
23	SEWER, SDR26, 24"	446	FT	\$ 112.00	\$ 49,952.00		\$ -	\$ -	\$ -
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

GENERAL LIABILITY INSURANCE

HEAD:

EXPIRATION DATE:

AWARDED:

PURCH.

WORKERS COMPENSATION INSURANCE

COUNCIL

AGENT:

EXPIRATION DATE:

APPROVED:

STAFF

SOLE PROPRIETORSHIP

REC.:

EXPIRATION DATE:

PO NUMBER:

SUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
24	SEWER, BULKHEAD, 18"	1	EA	\$ 300.00	\$ 300.00		\$ -	\$ -	\$ -
25	SEWER, BULKHEAD, 24"	1	EA	\$ 400.00	\$ 400.00		\$ -	\$ -	\$ -
26	DR STRUCTURE COVER, ADJ, CASE 1	34	EA	\$ 400.00	\$ 13,600.00		\$ -	\$ -	\$ -
27	DR STRUCTURE COVER, EJ1060	27	EA	\$ 725.00	\$ 19,575.00		\$ -	\$ -	\$ -
28	DR STRUCTURE COVER, EJ1120	29	EA	\$ 715.00	\$ 20,735.00		\$ -	\$ -	\$ -
29	DR STRUCTURE COVER, EJ7000	36	EA	\$ 850.00	\$ 30,600.00		\$ -	\$ -	\$ -
30	DR STRUCTURE, 24"	2	EA	\$ 1,500.00	\$ 3,000.00		\$ -	\$ -	\$ -
31	DR STRUCTURE, 36"	34	EA	\$ 1,745.00	\$ 59,330.00		\$ -	\$ -	\$ -
32	DR STRUCTURE, 48"	23	EA	\$ 1,900.00	\$ 43,700.00		\$ -	\$ -	\$ -
33	DR STRUCTURE, 60"	3	EA	\$ 2,800.00	\$ 8,400.00		\$ -	\$ -	\$ -
34	DR STRUCTURE, ADJ ADD DEPTH	10	FT	\$ 200.00	\$ 2,000.00		\$ -	\$ -	\$ -
35	DR STRUCTURE, TEMP LOWERING	5	EA	\$ 250.00	\$ 1,250.00		\$ -	\$ -	\$ -
36	COLD MILLING HMA SURFACE	4,011	SYD	\$ 3.15	\$ 12,634.65		\$ -	\$ -	\$ -
37	HMA SURFACE, REM	21,993	SYD	\$ 3.00	\$ 65,979.00		\$ -	\$ -	\$ -
38	HMA BASE CRUSH/SHAPE 6"	7,095	SYD	\$ 1.50	\$ 10,642.50		\$ -	\$ -	\$ -
39	ASPHALT CEMENT 4"	7,095	SYD	\$ 2.00	\$ 14,190.00		\$ -	\$ -	\$ -
40	ASPHALT CEMENT BINDER	11,350	GAL	\$ 3.00	\$ 34,050.00		\$ -	\$ -	\$ -
41	HAND PATCHING	20	TON	\$ 100.00	\$ 2,000.00		\$ -	\$ -	\$ -
42	HMA, 2C	6,200	TON	\$ 58.35	\$ 361,770.00		\$ -	\$ -	\$ -
43	HMA, 13A	836	TON	\$ 66.20	\$ 55,343.20		\$ -	\$ -	\$ -
44	HMA, 4E3	475	TON	\$ 72.40	\$ 34,390.00		\$ -	\$ -	\$ -
45	HMA, 5E3	3,010	TON	\$ 70.40	\$ 211,904.00		\$ -	\$ -	\$ -
TOTAL BID									

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

SUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
46	HMA APPROACH	20	TON	\$ 100.00	\$ 2,000.00		\$ -	\$ -	\$ -
47	CEMENT	5	TON	\$ 185.00	\$ 925.00		\$ -	\$ -	\$ -
48	SAW CUTTING	9,000	FT	\$ 3.00	\$ 27,000.00		\$ -	\$ -	\$ -
49	DRIVEWAY, NONREINF CONC 6"	46	SYD	\$ 34.35	\$ 1,580.10		\$ -	\$ -	\$ -
50	DRIVEWAY, NONREINF CONC 7"	57	SYD	\$ 36.35	\$ 2,071.95		\$ -	\$ -	\$ -
51	APPROACH, CL II LM	15	TON	\$ 30.00	\$ 450.00		\$ -	\$ -	\$ -
52	CURB/GUTTER CONC DET F4	2,900	FT	\$ 19.25	\$ 55,825.00		\$ -	\$ -	\$ -
53	DETECTABLE WARNING SURFACE	250	FT	\$ 32.00	\$ 8,000.00		\$ -	\$ -	\$ -
54	SIDEWALK RAMP, CONC 4"	4,500	SFT	\$ 5.46	\$ 24,570.00		\$ -	\$ -	\$ -
55	SIDEWALK, CONC 4"	3,500	SFT	\$ 3.46	\$ 12,110.00		\$ -	\$ -	\$ -
56	SIDEWALK, CONC, 6"	200	SFT	\$ 4.96	\$ 992.00		\$ -	\$ -	\$ -
57	POST, MAILBOX	20	EA	\$ 75.00	\$ 1,500.00		\$ -	\$ -	\$ -
58	VALVE BOX, ADJ	6	EA	\$ 200.00	\$ 1,200.00		\$ -	\$ -	\$ -
59	SANITARY SERV CONFLICT	4	EA	\$ 300.00	\$ 1,200.00		\$ -	\$ -	\$ -
60	ABANDONED GAS MAIN CONFLICT	10	EA	\$ 300.00	\$ 3,000.00		\$ -	\$ -	\$ -
61	PAVT MRKG, OVLY 6" CROSSWALK	100	FT	\$ 2.95	\$ 295.00		\$ -	\$ -	\$ -
62	PAVT MRKG, OVLY 24" STOP BAR	36	FT	\$ 12.50	\$ 450.00		\$ -	\$ -	\$ -
63	PAVT MRKG, WATERBORNE 4"	4,845	FT	\$ 0.30	\$ 1,453.50		\$ -	\$ -	\$ -
64	BARRICADE T III	62	EA	\$ 60.00	\$ 3,720.00		\$ -	\$ -	\$ -
65	PEDESTRIAN BARRICADE	12	EA	\$ 80.00	\$ 960.00		\$ -	\$ -	\$ -
66	LIGHTED ARROW	4	EA	\$ 400.00	\$ 1,600.00		\$ -	\$ -	\$ -
67	MINOR TRAF DEVICES	1	LSUM	\$ 178,000.00	\$ 178,000.00		\$ -	\$ -	\$ -
68	PLASTIC DRUM	140	EA	\$ 15.00	\$ 2,100.00		\$ -	\$ -	\$ -
TOTAL BID				0					

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

SUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
69	SIGN, T B	1,000	SFT	\$ 5.00	\$ 5,000.00		\$ -	\$ -	\$ -
70	TRAF REGULATOR CONTROL	1	LSUM	\$ 5,000.00	\$ 5,000.00		\$ -	\$ -	\$ -
71	TURF ESTABLISHMENT	3,000	SYD	\$ 4.85	\$ 14,550.00		\$ -	\$ -	\$ -
	TOTAL-ROAD & STORM SWR (1-71)				\$ 2,276,778.85		\$ -	\$ -	\$ -
TOTAL BID									

SUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
100	MOBILIZATION-2017 WATER MAIN	1	LSUM	\$ 26,653.00	\$ 26,653.00		\$ -	\$ -	\$ -
101	MOBILIZATION-2018 WATER MAIN	1	LSUM	\$ 26,653.00	\$ 26,653.00		\$ -	\$ -	\$ -
102	CONNECT TO EX WTR MAIN	22	EA	\$ 3,000.00	\$ 66,000.00		\$ -	\$ -	\$ -
103	EXISTING VALVE W/BOX ABANDON	31	EA	\$ 300.00	\$ 9,300.00		\$ -	\$ -	\$ -
104	EXISTING HYDRANT REMOVAL	9	EA	\$ 400.00	\$ 3,600.00		\$ -	\$ -	\$ -
105	4" PVC WTR MAIN, DETAIL G	56	LF	\$ 54.00	\$ 3,024.00		\$ -	\$ -	\$ -
106	6" PVC WTR MAIN, DETAIL G	682	LF	\$ 55.00	\$ 37,510.00		\$ -	\$ -	\$ -
107	8" PVC WTR MAIN, DETAIL G	297	LF	\$ 57.00	\$ 16,929.00		\$ -	\$ -	\$ -
108	12" PVC WTR MAIN, DETAIL G	650	LF	\$ 64.00	\$ 41,600.00		\$ -	\$ -	\$ -
109	12" PVC WTR MAIN, DIRECTIONAL	4,670	LF	\$ 136.00	\$ 635,120.00		\$ -	\$ -	\$ -
110	8" TEE	1	EA	\$ 1,000.00	\$ 1,000.00		\$ -	\$ -	\$ -
111	12" X 6" TEE	28	EA	\$ 1,500.00	\$ 42,000.00		\$ -	\$ -	\$ -
112	12" X 8" TEE	6	EA	\$ 1,550.00	\$ 9,300.00		\$ -	\$ -	\$ -
113	12" TEE	3	EA	\$ 1,800.00	\$ 5,400.00		\$ -	\$ -	\$ -
114	12" X 6" REDUCER	1	EA	\$ 750.00	\$ 750.00		\$ -	\$ -	\$ -
115	12" X 8" REDUCER	1	EA	\$ 850.00	\$ 850.00		\$ -	\$ -	\$ -
116	8" X 6" REDUCER	4	EA	\$ 475.00	\$ 1,900.00		\$ -	\$ -	\$ -
117	8" X 4" REDUCER	1	EA	\$ 475.00	\$ 475.00		\$ -	\$ -	\$ -
118	6" X 4" REDUCER	4	EA	\$ 400.00	\$ 1,600.00		\$ -	\$ -	\$ -
119	4" PLUG	5	EA	\$ 150.00	\$ 750.00		\$ -	\$ -	\$ -
120	6" PLUG	15	EA	\$ 200.00	\$ 3,000.00		\$ -	\$ -	\$ -
121	12" PLUG	2	EA	\$ 400.00	\$ 800.00		\$ -	\$ -	\$ -
122	4" 90d BEND	7	EA	\$ 300.00	\$ 2,100.00		\$ -	\$ -	\$ -
TOTAL BID									

SUBJECT: 2017 STREET PROGRAM

CRAWFORD CONTRACTING
PO BOX 1909
MT PLEASANT, MI 48804

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
123	6" 22.5D BEND	2	EA	\$ 425.00	\$ 850.00		\$ -	\$ -	\$ -
124	6" 45D BEND	20	EA	\$ 1,050.00	\$ 21,000.00		\$ -	\$ -	\$ -
125	6" 90D BEND	24	EA	\$ 415.00	\$ 9,960.00		\$ -	\$ -	\$ -
126	12" 22.5D BEND	4	EA	\$ 1,025.00	\$ 4,100.00		\$ -	\$ -	\$ -
127	12" 45D BEND	20	EA	\$ 1,050.00	\$ 21,000.00		\$ -	\$ -	\$ -
128	12" 90D BEND	1	EA	\$ 1,200.00	\$ 1,200.00		\$ -	\$ -	\$ -
129	6" VALVE & VALVE BOX	14	EA	\$ 1,150.00	\$ 16,100.00		\$ -	\$ -	\$ -
130	8" VALVE & VALVE BOX	5	EA	\$ 1,500.00	\$ 7,500.00		\$ -	\$ -	\$ -
131	12" VALVE & VALVE BOX	14	EA	\$ 2,550.00	\$ 35,700.00		\$ -	\$ -	\$ -
132	90D FIRE HYDRANT ASSY	14	EA	\$ 3,000.00	\$ 42,000.00		\$ -	\$ -	\$ -
133	NEW WTR SRVC, OPEN CUT	45	EA	\$ 1,500.00	\$ 67,500.00		\$ -	\$ -	\$ -
134	NEW WTR SRVC, FREEBORE	50	EA	\$ 2,000.00	\$ 100,000.00		\$ -	\$ -	\$ -
135	2" BLOW OFF & COPPER LINE	18	EA	\$ 1,000.00	\$ 18,000.00		\$ -	\$ -	\$ -
	TOTAL-WATER MAIN (100-135)				\$ 1,281,224.00		\$ -	\$ -	\$ -
TOTAL-COMPLETE BID (1-135)				\$	3,558,002.85	\$	-	\$	-

Sallysue Gale

609 Pine Street

Owosso, Michigan 48867

July 31, 2017

Due to declining health, I find it necessary to retire from the Owosso Tax Board of Review. I have enjoyed my 23 years on the Board and am proud to have served with so many dedicated people over the years. I would also like to add that it has been a privilege to work with Assessor Larry Cook. Owosso is fortunate to have his knowledge, dedication & work ethic.

Finally, I would like to submit Ron Danks for consideration as a Board member. Ron has combined his appreciation of Owosso's history and curiosity into extensive research. These qualities, along with perseverance & elbow grease have improved his neighborhood & the City as a whole. Given that most current Board members hail from the north side of town,

I believe our Board would benefit from Ron's perspective as a resident of the Southwest quadrant where he & his sons have purchased homes.

Thank you for the opportunity to have served.

Sallyue Hale

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JULY 12, 2017 AT 7:30 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Vice-Chairman Bill Gilbert at 7:38 a.m.

ROLL CALL: Was taken by Recording Secretary, Marty Stinson.

MEMBERS PRESENT: Vice-Chairman Bill Gilbert, Authority Members Jon Moore, Lance Omer, Theresa Trecha, Kevin Wiles, and Jim Woodworth.

MEMBERS ABSENT: Chairman David Acton, Authority Members Kenn Cushman and Mayor Chris Eveleth.

OTHERS PRESENT: Josh Adams, Main Street Manager; and Sue Montenegro, Assistant City Manager & Community Development Director.

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE AGENDA FOR JULY 12, 2017 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE MINUTES OF JUNE 7, 2017, AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

COMMITTEE UPDATES:

1) DESIGN AND BUSINESS VITALITY.

Authority Member Omer reported that the flowers were looking good. Main Street Manager Adams reported that Ms. Lorraine Weckwert has about 90 volunteers this year to work on the flowers downtown. We've been getting good rain this year.

Mr. Gilbert noted that Woodard Place (the alleyway on W. Exchange) has ongoing water issues. Mr. Adams commented that Glen Chinavare and Mark Mitchell from the city met with him at Sobak's. They and the DPW are working on the concrete around the wrought iron gate. It is not the fault of the low flow irrigation system for the flowers, but rather when a heavy rain occurs and floods this area. The DPW is digging in and applying concrete to better seal next to the building on the east side of the alley.

2) PROMOTION AND OUTREACH.

There are some events coming up. "Sample the City" has been moved to the fall.

ITEMS OF BUSINESS:

1) CHECK REGISTER

(SEE BOARD PACKET FOR CHECK REGISTER)

Per Mr. Adams, June was the end of the fiscal year and there were a lot of checks written. There will need to be a big check to Children's Advocacy later on of about \$5-6,000 from the Cruise to the Pits.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE CHECK REGISTER FOR JULY, 2016 AS PRESENTED.

AYES ALL. MOTION CARRIED.

2) BUDGET REPORT

(SEE BOARD PACKET FOR BUDGET)

Mr. Adams commented that there was money moved from reserve because the state didn't cut the personal property check of \$18,000 because of their error. We won't receive that until December or February. We may still be receiving June bills after July 1st, so there is still some cushion in the budget as you see it today.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE BUDGET REPORT AS PRESENTED.

AYES ALL. MOTION CARRIED.

3) MANAGER CONTRACT REVISION & UPDATE

Per Mr. Adams, this contract is the same as August of 2016 except Section 4 which makes reference to the new joint agreement with the City. This still goes to 2021. This new portion doesn't jeopardize the Main Street Manager position. Managers in other cities are already doing these duties. The new budget will reflect the changes. The DDA will bill the city for their portion and city will issue the appropriate reimbursement.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE MAIN STREET MANAGER CONTRACT REVISION AND UPDATE.

AYES ALL. MOTION CARRIED.

4. PROGRAM ASSISTANT CONTRACT & JOB DESCRIPTION – TRACEY PELTIER

Per Mr. Adams, the document enclosed in the packet is in draft form. The Manager's new contract frees up about \$20,000 and this contract would be for about \$15,000. Chairman Acton suggested a rough time sheet with this new position. Mr. Adams said that he was going to do one also. Board Member Woodworth asked if there was a problem with not posting this job opening. Mr. Adams said no, but he could post it if the board requested so. Mr. Adams recommended Ms. Peltier because of her low training curve with her background. She already knows everyone downtown. This would be a yearly contract with a 14 day clause to quit. This would be at will employment.

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE PROGRAM ASSISTANT CONTRACT AND THE HIRING OF TRACEY PELTIER.

AYES ALL. MOTION CARRIED.

5. DOWNTOWN SECURITY CAMERA PROPOSAL

Mr. Adams met with Mike Cross from Say Computer who also brought in Colin from Daystar. This was to work up the estimate for the security camera proposal for the Fountain Park parking lot due to previous significant vandalism to vehicles. Daystar is donating the hosting of a 4G server and the included labor. This support would normally cost \$1-2,000 per month. Discussion followed including the length of the recording before "looping" – 67 days. Clips of any events reported would be forwarded to the Public Safety for their oversight. Mr. Gilbert noted that we have a lot of investment in the downtown and we need to protect it. Board Member Woodworth stated he would support the fourth camera.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE PURCHASE PER THE SUBMITTED SECURITY CAMERA PROPOSAL FROM SAY COMPUTER.

AYES ALL. MOTION CARRIED.

6. OMS EVENTBRITE & PAYPAL ACCOUNT

Mr. Adams stated that Ken is the treasurer and that by setting up an Eventbrite account that he, Dave and/or Bill could access would be very helpful during events such as the Chocolate Walk. It would be at Chemical Bank and once a month the bank would automatically move specified funds to the general account of the DDA. Eventually the DDA plans on more events.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE SET UP OF THE EVENTBRITE ACCOUNT.

AYES ALL. MOTION CARRIED.

7. DOWNTOWN PERMIT PARKING RECOMMENDATIONS – DISCUSSION

Mr. Adams began the discussion by stating that they are looking into restructuring the parking permits program for the downtown parking lots. There are 57 people currently with parking permits. About half are employees and half residents. The idea is to phase out employees and to have residents lease with their landlords. If a car is to park for more than 72 hours, it should park in a 72 hours area. Then we can take down leased parking signs and have more parking spaces for customers. We will also need to address zoning requirements in the downtown areas in case of big events.

PUBLIC COMMENTS: There were no public comments

BOARD COMMENTS: There were no board comments

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:42 A.M.

AYES: ALL. MOTION CARRIED.

Bill Gilbert, Vice-Chairman

mms

MINUTES FOR
SPECIAL MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
WEDNESDAY JULY 12, 2017, 6:00 p.m.
COUNCIL CHAMBERS

MEETING CALLED TO ORDER at 6:00 p.m. by Chairman Newman.

ROLL CALL was taken by Recording Staff Liaison, Josh Adams.

PRESENT: Chairman Scott Newman; Vice-Chairman Vince Gonyou; Secretary Philip Hathaway; Commissioner Matthew VanEpps; Commissioner Lance Omer; Commissioner Gary Wilson, and Commissioner Dianne Acton

ABSENT: none

OTHERS IN ATTENDANCE: Josh Adams, Owosso Main Street Manager; Heather Brooks, Brooks Innovative Graphics, and Pastor James Bare, Salem Evangelical Lutheran Church

AGENDA APPROVAL:
MOTION FOR APPROVAL BY COMMISSIONER HATHEWAY. MOTION WAS SECONDED BY COMMISSIONER WILSON.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL:
MOTION BY COMMISSIONER VAN EPPS, SUPPORTED BY COMMISSIONER HATHEWAY TO APPROVE THE MINUTES FOR FEBRUARY 17, 2016 AND APRIL 26, 2017.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC/COMMISSIONER COMMENTS: None

Committee Reports: None

Public Hearings: None

Items of Business:

- 1) 330 N. Washington Street – Sign Installation

Heather Brooks, designer for Brooks Innovative Graphics proposed the installation four 3ft by 6ft aluminate signs on the east side of the subject building (facing the public parking lot).

MOTION BY COMMISSIONER HATHAWAY, AND SECONDED BY COMMISSIONER ACTON:

THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED SIGN INSTALLATION AT 330 N. WASHINGTON STREET DO NOT MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AND ARE INAPPROPRIATE FOR THE DISTRICT, HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND ILLUSTRATED:

AYES ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

BOARD COMMENTS: Commissioner Van Epps stated that it would be good add the historical write-ups of each building within meeting packets. This would help issue that the commission had the full history of each building including their "contributing" and "non-contributing" status.

ADJOURNMENT:

MOTION BY COMMISSIONER HATHAWAY AND SECONDED BY COMMISSIONER VAN EPPS TO ADJOURN AT 7:03 P.M.

Phil Hathaway, Secretary

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