

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, JANUARY 16, 2024  
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 JANUARY 2, 2024:**

**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**

1. Chief of Police Commendations. Presentation of commendation awards to citizens Christine Ferguson and Serenity Fowler for their actions on December 19, 2023.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. Special Assessment District No. 2024-01. Authorize Resolution No. 4 setting a public hearing for Monday, February 5, 2024 to receive citizen comment regarding Special Assessment District No. 2024-01 for Stewart Street, from Shiawassee Street to Washington Street for reconstruction.  
**Master Plan Implementation Goals: 3.4, 3.7, 3.13**
2. Change Order – WWTP Improvements Project – Phase 1. Approve Change Order No. 1 to the WWTP Improvements Project - Phase 1 contract with RCL Construction Co., Inc. increasing the contract amount by \$73,672.00 for adjustments to pipe routing and the installation of new tees, hydrants, and valves, and authorize payment to the contractor up to \$18,626,796.00.  
**Master Plan Implementation Goals: 3.4, 3.7**

3. MDOT Cost Sharing Agreement - Stewart Street Reconstruction. Approve cost sharing agreement with the Michigan Department of Transportation for the reconstruction of Stewart Street from Shiawassee Street to Washington Street in the amount of \$1,958,900.00 and further approve payment up to the contract amount upon presentation of an approved invoice(s).

**Master Plan Implementation Goals: 3.4, 3.7, 3.13**

4. Warrant No. 639. Authorize Warrant No. 639 as follows:

Vendor	Description	Fund	Amount
Owosso Charter Township	Quarterly Charge Back per 2011 Water Agreement	Water	\$17,039.14
Caledonia Charter Township	Quarterly Charge Back per 2006 Water Agreement	Water	\$39,325.03
Total			<b>\$56,364.17</b>

### **ITEMS OF BUSINESS**

1. Closed Session. Consider holding closed session at the conclusion of the second session of Citizen Comments and Questions for the purpose of consulting with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

### **COMMUNICATIONS**

1. Tanya S. Buckelew, Planning & Building Director. December 2023 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. December 2023 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. December 2023 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. December 2023 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. December 2023 Police Report.
6. Kevin D. Lenkart, Public Safety Director. December 2023 Fire Report.
7. Downtown Development Authority. Minutes of January 3, 2024.

### **CITIZEN COMMENTS AND QUESTIONS**

#### **CLOSED SESSION** (if approved)

#### **NEXT MEETING**

Monday, February 05, 2024

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2024  
Building Board of Appeals – Alternate - term expires June 30, 2025  
Zoning Board of Appeals – Alternate – term expires June 30, 2024  
Zoning Board of Appeals – Alternate – term expires June 30, 2025

### **ADJOURNMENT**

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings 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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

***PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING  
CAN ONLY BE VIEWED VIRTUALLY***

The Owosso City Council will conduct an in-person meeting on January 16, 2024. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
Tuesday, January 16, 2024  
at 7:30 p.m.**

***The public joining the meeting via Zoom CANNOT participate in public comment.***

- **Join Zoom Meeting:**  
<https://us02web.zoom.us/j/87518995739?pwd=RHJMVnc4VVpiYmhibWhXcklnSSStvZz09>
- **Meeting ID: 875 1899 5739**
- **Password: 286466**
- **One tap mobile**

+13052241968,,87518995739#,,, \*286466# US

+13092053325,,87518995739#,,, \*286466# US

**Dial by your location**

+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)

- **For video instructions visit:**
  - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
  - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
  - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on January 16, 2024 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or [city.clerk@ci.owosso.mi.us](mailto:city.clerk@ci.owosso.mi.us). Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings 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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JANUARY 2, 2024  
7:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

**PRESIDING OFFICER:** MAYOR ROBERT J. TEICH, JR.

**OPENING PRAYER:** PASTOR WARREN DAVIS  
CORNERSTONE CHURCH

**PLEDGE OF ALLEGIANCE:** JOSH HALEY

**PRESENT:** Mayor Robert J. Teich, Jr., Councilmembers Janae L. Fear, Jerome C. Haber, and Daniel A. Law.

**ABSENT:** Mayor Pro-Tem Susan J. Osika, Councilmembers Emily S. Olson, and Nicholas L. Pidek.

**APPROVE AGENDA**

Motion by Councilmember Fear to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 18, 2023**

Motion by Councilmember Haber to approve the Minutes of the Regular Meeting of December 18, 2023 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

Cheryl Farver, 414 Adams Street, said she is concerned about the city saying no one seems to take pride in their property any longer, that Joann Fabrics is closing and another dollar store is being proposed for that location, that taxes go up but the services don't, and that it's not her responsibility to report neighbors that violate the law. She thanked Council for taking the time to listen to her.

Tom Manke, 2910 W. M-21, said the New Years Eve Ball Drop event was wonderful, despite the dreary weather. He announced the unveiling of the Thomas Dewey historical marker on Friday at 2:00 p.m. Lastly, he said he objects to the idea that two certain property owners seem to be getting all the grant money for downtown buildings.

Eddie Urban, 601 Glenwood Avenue, said he was sad that JoAnn Fabrics is closing, he needs someone to do some mending for him, that there's good and bad in every town, and lastly, he thanked the Mayor and Councilmember Law for seeing to it the guy wire was replaced on the telephone pole near his house.

Joseph Moore, 304 Michigan Avenue, said there are new small businesses popping up in town and he encouraged the City to start a program to periodically highlight individual small businesses. He also mentioned that the parking downtown is good.

Responding to Ms. Farver's comments, Mayor Teich said that Council receives a report each month of all the calls that were reported and addressed by City employees, estimating there are 400-500 reports per month. He said the City does not have an employee dedicated solely to patrolling each and every mile of street for code enforcement violations. If a violation is reported the City will initiate the code enforcement process, but unfortunately the City will never be a perfect place. He also noted that, if in fact, Joann Fabrics is replaced by a dollar store that it would be the purview of the building owner, not the City. And lastly, he said that the City constantly works to attract new businesses to town.

### **CONSENT AGENDA**

Motion by Councilmember Fear to approve the Consent Agenda as follows:

**\*Contract Amendment - Professional Services Agreement - Auditing Services Contract.** Approve Amendment No. 2 to the Professional Services Agreement - Auditing Services Contract with Berthiaume & Co. CPAs increasing the first year of the contract by \$7,800.00 for additional/extra accounting work and authorize payment to the vendor as follows:

#### **RESOLUTION NO. 01-2024**

#### **AUTHORIZING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT – AUDIT SERVICES CONTRACT WITH BERTHIAUME & CO. CPAS**

WHEREAS, Owosso City Council approved a multiyear service contract with Berthiaume & Co. CPAs on May 1, 2023 for the provision of annual auditing services; and

WHEREAS, as is typical of a first-year audit, the firm recommended several adjustments and reclassifications which came as the result of additional accounting work over and above the original scope of the contract; and

WHEREAS, an amendment to the professional services agreement is being requested due to this extra audit and accounting work required for the annual audit/financial statement and single audit for the Fiscal Year Ending 6-30-2023.

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 it is advisable, necessary, and in the public interest to improve and correct the city's financial statements which resulted in 23 recommended adjusting journal entries and 17 recommended reclassification entries.
- SECOND: that Amendment No. 2 to the Professional Services Agreement – Audit Services Contract is hereby approved, increasing the first year of the contract by the amount of \$7,800.00, resulting in a first-year total of \$41,100.00.
- THIRD: the Mayor and City Clerk are hereby instructed and authorized to sign the amendment, substantially in the form attached.

FOURTH: the Accounts Payable department is authorized to submit payment to Berthiaume & Co. CPAs in an amount not to exceed \$41,100.00 in the first year.

FIFTH: the above expenses will be paid from various funds as budgeted.

**\*Check Register – December 2023.** Affirm check disbursements totaling \$2,468,520.10 through December 31, 2023.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Haber, law, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika, Councilmembers Olson and Pidek.

### **ITEMS OF BUSINESS**

#### **Warrant No. 638**

City Manager Nathan R. Henne briefly detailed the grant program, noting that this particular grant has been over a year in the making.

Motion by Councilmember Fear to authorize Warrant No. 638 as follows:

Vendor	Description	Fund	Amount
Taphouse Specialty Meat Market LLC	MEDC Match on Main Grant	DDA	\$25,000.00

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Law, Haber, Fear, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika, Councilmembers Olson and Pidek.

#### **Election Inspector Pay Rate Amendment**

City Manager Henne explained the proposed increase will raise the wage paid to election workers to \$15.00 per hour, noting this should help the City keep election workers as we move through a critical election year.

Councilmember Fear asked whether she could vote on the item as she sometimes performs election work for the City. City Attorney Scott J. Gould opined that if she is not under contract at the current time, she should be OK to vote. City Manager Henne left the matter up to the Council. No one expressed any objections.

Motion by Councilmember Law to approve increasing pay rates for election inspectors as follows:

**RESOLUTION NO. 02-2024**

**AUTHORIZING PAY INCREASES FOR ELECTION INSPECTORS**

WHEREAS, MCL 168.682 requires that election inspectors receive reasonable compensation for work performed during the course of an election; and

WHEREAS, MCL 168.682 further requires said compensation be approved by the legislative body of the municipality; and

WHEREAS, inflation rates have increased dramatically, effectively reducing the pay earned by election inspectors; and

WHEREAS, recent changes in election law have increased the responsibility levels of election inspectors; and

WHEREAS, it is essential for the City to maintain a reliable group of quality election inspectors to administer elections within the City; and

WHEREAS, it is necessary and appropriate to raise the wages paid to election inspectors so they may be fairly compensated for the work they perform.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to increase the pay rates for election inspectors as follows:

Election Inspector	\$15.00/hr.
Election Inspector – Minor	\$13.00/hr.
Election Chairperson	\$20.00/hr.
Election Co-Chair	\$18.00/hr.
Receiving Board	\$60.00 flat rate, 4 hours or less

SECOND: the Accounts Payable and Payroll departments are authorized from this point forward to issue payment to certified election inspectors at the rates noted above.

THIRD: the above expenses shall be charged to account nos. 101-262-702.400 and 101-262-715.000.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmembers Fear, Haber, Law, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika, Councilmembers Olson and Pidek.

**COMMUNICATIONS**

Brad A. Barrett, Finance Director. Financial Report – November 2023.  
Owosso Historical Commission. Minutes of December 11, 2023.  
Historic District Commission. Minutes of December 20, 2023.

### **CITIZEN COMMENTS AND QUESTIONS**

Cheryl Farver, 414 Adams Street, thanked Mayor Teich for responding to her comments, but respectfully disagreed with him. She went on to say that she feels disappointed in the way our city looks and that it will never get any better without effort, encouraging the City to find money to help neighborhoods improve. She criticized the Council saying they seemed unconcerned that a long-time downtown business is closing.

Tom Manke, 2910 W. M-21, suggested starting a neighborhood watch group to help the neighborhood. He also noted that the Joann Fabrics and Springrove Variety stores are both closing because the new owner of the building has raised the rent.

Eddie Urban, 601 Glenwood Avenue, encouraged Ms. Farver to keep coming to meetings.

Joseph Moore, 304 Michigan Avenue, said he really hoped the City would highlight a particular small business each week, saying it will encourage other people to start new businesses.

### **NEXT MEETING**

Tuesday, January 16, 2024

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2024  
Building Board of Appeals – Alternate - term expires June 30, 2025  
Zoning Board of Appeals – Alternate – term expires June 30, 2024  
Zoning Board of Appeals – Alternate – term expires June 30, 2025

### **ADJOURNMENT**

Motion by Councilmember Fear for adjournment at 8:18 p.m.

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

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Robert J. Teich, Jr., Mayor

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Amy K. Kirkland, City Clerk

\*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.



## MEMORANDUM

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

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DATE: January 16, 2024

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

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

### RECOMMENDATION:

City staff recommends approval of Resolution No. 4 which sets the second public hearing for the Stewart Street Reconstruction 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 setting a public hearing for Monday, February 5, 2024 to receive citizen comment regarding the proposed special assessment roll for the following public improvement:

**Special Assessment District No. 2024-01**  
**Stewart Street, a Public Street, from Shiawassee Street (M-52) to Washington Street**  
**Street Reconstruction**

Attachment(s): Stewart Street Resolution No. 4  
Stewart Street Special Assessment Roll  
Stewart Street Engineer's Estimate  
Stewart Street Special Assessment Map

**RESOLUTION NO.**

**SPECIAL ASSESSMENT RESOLUTION NO. 4  
SETTING A PUBLIC HEARING  
TO RECEIVE COMMENT REGARDING  
SPECIAL ASSESSMENT DISTRICT NO. 2024-01  
STEWART STREET, A PUBLIC STREET,  
FROM SHIAWASSEE STREET (M-52) TO WASHINGTON 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 p.m., on Monday, February 5, 2024 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, a Public Street, from Shiawassee Street (M-52) to Washington 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 Reconstruction**

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 Monday, February 5, 2024 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 FROM SHIAWASSEE TO WASHINGTON**  
**MAJOR STREET**

**SPECIAL ASSESSMENT ROLL 2024-01**

## RESO 4

## NORTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
623	S Shiawassee	City of Owosso	050-651-000-029-00	619.4	1	619.40	\$85.75	\$53,113.55	C-OS-CNSRV
200	Universal	Phoenix Owosso Industrial Inv. LLC	050-651-026-001-00	766	1	766.00	\$85.75	\$65,684.50	I1
720	S Washington	720 S. Washington St., LLC	050-651-031-004-00	124	0.75	93.00	\$85.75	\$7,974.75	B4
				1509.4		1478.40		\$126,772.80	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
437	W Stewart	Ryan and Crystal Garrison Trust	050-115-001-001-00	33	1	33.00	\$85.75	\$2,829.75	B4
433	W Stewart	James Stechschulte	050-115-001-002-00	52.8	1	52.80	\$85.75	\$4,527.60	B1
427	W Stewart	Dian Parker	050-115-001-003-00	52.8	1	52.80	\$76.19	\$4,022.83	R1
421	W Stewart	James Stechschulte	050-115-001-004-00	52.8	1	52.80	\$76.19	\$4,022.83	R1
415	W Stewart	Roberto and Valentina Larrivey	050-115-001-005-00	52.8	1	52.80	\$76.19	\$4,022.83	R1
411	W Stewart	Riley Temple and William Hudak	050-115-001-006-00	52.8	1	52.80	\$76.19	\$4,022.83	R1
405	W Stewart	Sybil and Christopher Kott	050-601-000-025-00	115.5	0.75	86.63	\$76.19	\$6,599.96	R1
801	Michigan	Patrick Faketty	050-601-000-026-00	82.13	0.75	61.60	\$76.19	\$4,693.11	R1
	W Stewart	Dana Barker	050-601-000-081-00	12	1	12.00	\$76.19	\$914.28	R1
329	W Stewart	Edward and Kathleen Rigdon	050-601-000-030-00	44.42	1	44.42	\$76.19	\$3,384.36	R1
325	W Stewart	Frank Hernandez	050-601-000-031-00	64.71	1	64.71	\$76.19	\$4,930.25	R1
317	W Stewart	Cynthia Elston	050-601-000-032-00	54.42	1	54.42	\$76.19	\$4,146.26	R1
315	W Stewart	Cynthia Elston	050-601-000-033-00	50.5	1	50.50	\$76.19	\$3,847.60	R1
309	W Stewart	Francis Pennel	050-601-000-034-00	54.58	1	54.58	\$76.19	\$4,158.45	R1
231	W Stewart	Ruth Anne Reed	050-601-000-035-00	53	1	53.00	\$76.19	\$4,038.07	R1
227	W Stewart	Gerado Arriaga	050-601-000-036-00	54.58	1	54.58	\$76.19	\$4,158.45	R1
221	W Stewart	Amy Bowen	050-601-000-037-00	47.07	1	47.07	\$76.19	\$3,586.26	R1
217	W Stewart	Sergio and Holly Ramos	050-601-000-038-00	47.07	1	47.07	\$76.19	\$3,586.26	R1
213	W Stewart	Suzanne Millikin	050-601-000-039-00	47.07	1	47.07	\$76.19	\$3,586.26	R1
209	W Stewart	Terry and Tiffiny Forrester	050-601-000-040-00	47.07	1	47.07	\$76.19	\$3,586.26	R1
802	S Ball	Elden Buchholz	050-601-000-041-00	94.14	0.75	70.61	\$76.19	\$5,379.39	R1
121	W Stewart	Marianne Spencer	050-651-038-003-00	66	0.75	49.50	\$76.19	\$3,771.41	R1
115	W Stewart	Joshua Spencer	050-651-038-002-00	66	1	66.00	\$76.19	\$5,028.54	R1
802	S Washington	Ainsley Ellison	050-651-038-015-00	132	0.75	99.00	\$76.19	\$7,542.81	R2
				1429.26		1306.82		\$100,386.67	

### ASSESSABLE FRONT FEET

2785.22 ASSESSMENTS: \$ 227,159.47

STEWART STREET FROM SHIAWASSEE TO WASHINGTON  
MAJOR STREET

SPECIAL ASSESSMENT ROLL 2024-01

RESO 4

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$648,488.28
TOTAL ASSESSABLE FRONT FEET	2785.22

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:	RESIDENTIAL	COMMERCIAL	
PROPERTY TYPE	PROPERTY	PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$648,488.28	\$648,488.28	
CITY SHARE ≥ 60%	\$436,295.89	\$409,646.16	
PROPERTY SHARE @ ≤40%	\$212,192.39	\$238,842.12	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/2785.22	\$76.19	\$85.75	
TOTAL FRONT FEET PER TYPE	1221.02	1564.20	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$93,029.32	\$134,130.15	\$227,159.47

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:		
NORTH SIDE	\$	126,772.80
SOUTH SIDE	\$	100,386.67
TOTAL SPECIAL ASSESSMENT	\$	227,159.47

## STEWART STREET FROM SHIAWASSEE TO WASHINGTON ENGINEER'S POST-BID ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Mobilization, Max ___, (Road and Storm)	0.7	LSUM	\$ 178,100.00	\$ 124,670.00	\$ 124,670.00	\$ 74,802.00	\$ 49,868.00	\$ 49,868.00
Dr Structure, Rem	20	Ea	\$ 1,500.00	\$ 30,000.00		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	863	Ft	\$ 25.00	\$ 21,575.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	3122	Ft	\$ 7.00	\$ 21,854.00	\$ 21,854.00	\$ 13,112.40	\$ 8,741.60	\$ 8,741.60
Pavt, Rem	515	Syd	\$ 9.00	\$ 4,635.00	\$ 4,635.00	\$ 2,781.00	\$ 1,854.00	\$ 1,854.00
Sidewalk, Rem	528	Syd	\$ 8.00	\$ 4,224.00		\$ -	\$ -	\$ -
Embankment, CIP	92	Cyd	\$ 15.00	\$ 1,380.00		\$ -	\$ -	\$ -
Excavation, Earth	2436	Cyd	\$ 21.00	\$ 51,156.00		\$ -	\$ -	\$ -
Non Haz Contaminated Material Handling and Disposal, LM	25	Cyd	\$ 100.00	\$ 2,500.00		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	300	Cyd	\$ 30.00	\$ 9,000.00		\$ -	\$ -	\$ -
Flowable Fill, Non-Structural	28	Cyd	\$ 350.00	\$ 9,800.00		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	16	Ea	\$ 125.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
Subbase, CIP	115	Cyd	\$ 22.00	\$ 2,530.00		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	1047	Syd	\$ 16.42	\$ 17,191.74		\$ -	\$ -	\$ -
Aggregate Base, 10 inch, Modified	5952	Syd	\$ 21.40	\$ 127,372.80		\$ -	\$ -	\$ -
Maintenance Gravel	300	Ton	\$ 25.00	\$ 7,500.00	\$ 7,500.00	\$ 4,500.00	\$ 3,000.00	\$ 3,000.00
Approach, CI II, LM	17	Cyd	\$ 71.00	\$ 1,207.00		\$ -	\$ -	\$ -
Geotextile, Separator, Modified	6997	Syd	\$ 3.00	\$ 20,991.00		\$ -	\$ -	\$ -
Sewer Tap, 4 inch	1	Ea	\$ 500.00	\$ 500.00		\$ -	\$ -	\$ -
Sewer Tap, 6 inch	1	Ea	\$ 550.00	\$ 550.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	20	Ft	\$ 95.00	\$ 1,900.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 6 inch, Tr Det B, Modified	20	Ft	\$ 97.00	\$ 1,940.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 8 inch, Tr Det B, Modified	10	Ft	\$ 103.00	\$ 1,030.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	251	Ft	\$ 103.53	\$ 25,986.03		\$ -	\$ -	\$ -
Sewer, SDR-26, 12 inch, Tr Det B, Modified	219	Ft	\$ 113.00	\$ 24,747.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 15 inch, Tr Det B, Modified	22	Ft	\$ 129.50	\$ 2,849.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 18 inch, Tr Det B, Modified	21	Ft	\$ 146.00	\$ 3,066.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 24 inch, Tr Det B, Modified	839	Ft	\$ 209.00	\$ 175,351.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 30 inch, Tr Det B, Modified	325	Ft	\$ 283.00	\$ 91,975.00		\$ -	\$ -	\$ -
Sanitary Service, Conflict	5	Ea	\$ 2,500.00	\$ 12,500.00		\$ -	\$ -	\$ -
Abandoned Gas Main, Conflict	5	Ea	\$ 200.00	\$ 1,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	7	Ea	\$ 700.00	\$ 4,900.00	\$ 4,900.00	\$ 2,940.00	\$ 1,960.00	\$ 1,960.00
Dr Structure, Adj, Add Depth	10	Ft	\$ 400.00	\$ 4,000.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 10 inch	2	Ea	\$ 550.00	\$ 1,100.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 12 inch	3	Ea	\$ 600.00	\$ 1,800.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 30 inch	1	Ea	\$ 1,000.00	\$ 1,000.00		\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	4	Ea	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
Dr Structure Cover, EJ 7000	16	Ea	\$ 950.00	\$ 15,200.00	\$ 15,200.00	\$ 9,120.00	\$ 6,080.00	\$ 6,080.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	4	Ea	\$ 900.00	\$ 3,600.00	\$ 3,600.00	\$ 2,160.00	\$ 1,440.00	\$ 1,440.00
Dr Structure Cover, EJ 1040 w/ Vented Cover	9	Ea	\$ 855.00	\$ 7,695.00	\$ 7,695.00	\$ 4,617.00	\$ 3,078.00	\$ 3,078.00

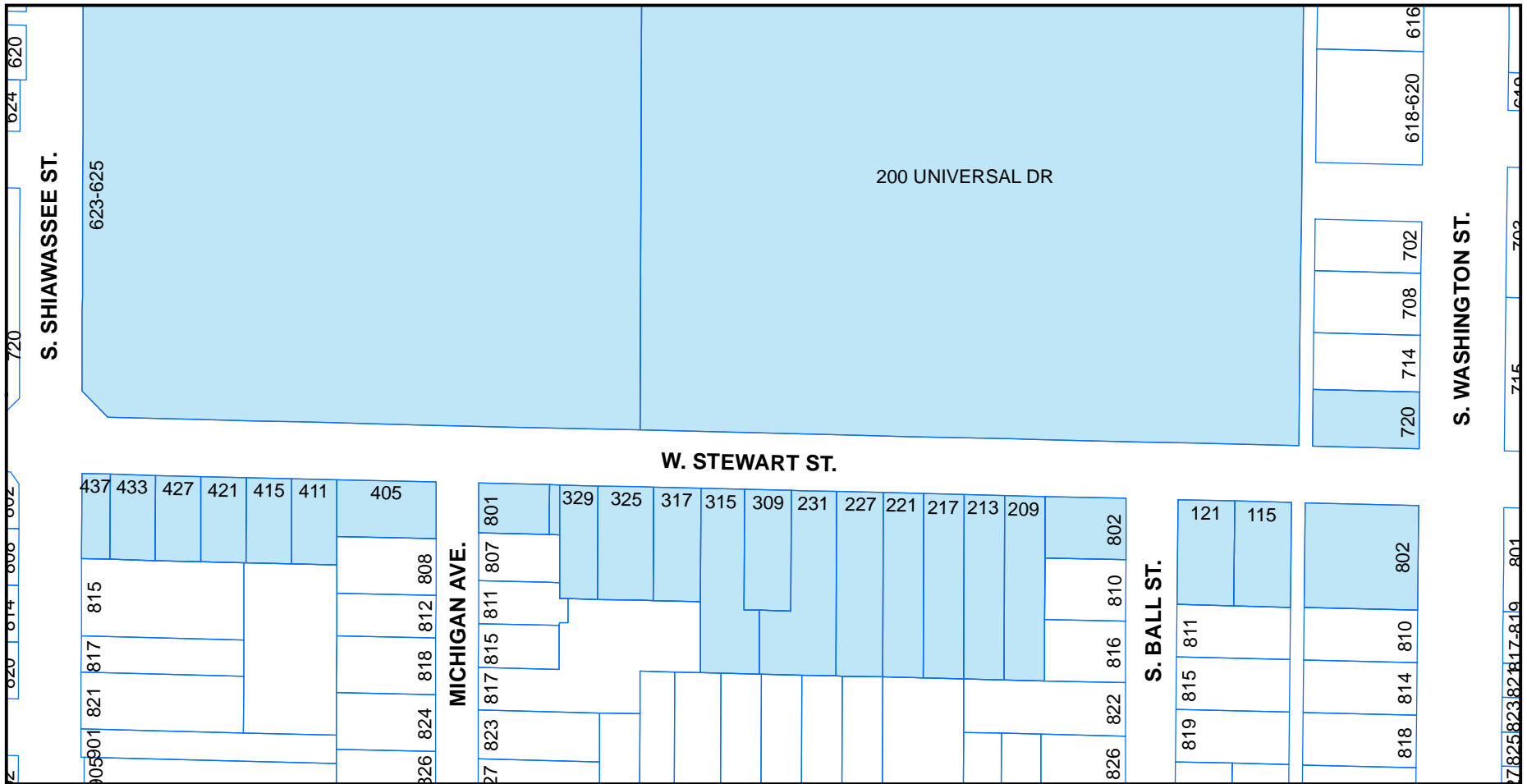
## STEWART STREET FROM SHIAWASSEE TO WASHINGTON ENGINEER'S POST-BID ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Dr Structure, 36 inch dia, Modified	13 Ea	\$	2,200.00	\$ 28,600.00		\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Modified	11 Ea	\$	3,500.00	\$ 38,500.00		\$ -	\$ -	\$ -
Dr Structure, 60 inch dia, Modified	1 Ea	\$	6,000.00	\$ 6,000.00		\$ -	\$ -	\$ -
Dr Structure Collar, Modified	14 Ea	\$	750.00	\$ 10,500.00	\$ 10,500.00	\$ 6,300.00	\$ 4,200.00	\$ 4,200.00
HMA Surface, Rem	5966 Syd	\$	3.00	\$ 17,898.00	\$ 17,898.00	\$ 10,738.80	\$ 7,159.20	\$ 7,159.20
Hand Patching	8 Ton	\$	220.00	\$ 1,760.00		\$ -	\$ -	\$ -
HMA Approach	95 Ton	\$	100.00	\$ 9,500.00		\$ -	\$ -	\$ -
HMA, 3EML @ 3.5"	1219 Ton	\$	81.00	\$ 98,739.00	\$ 98,739.00	\$ 59,243.40	\$ 5,642.23	\$ 28,211.14
HMA, 4EML @ 2"	697 Ton	\$	91.00	\$ 63,427.00	\$ 63,427.00	\$ 38,056.20	\$ 25,370.80	\$ 25,370.80
HMA, 5EML @ 1.5"	522 Ton	\$	99.00	\$ 51,678.00	\$ 51,678.00	\$ 31,006.80	\$ 20,671.20	\$ 20,671.20
Cement	2 Ton	\$	200.00	\$ 400.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 6 inch	332 Syd	\$	44.00	\$ 14,608.00	\$ 14,608.00	\$ 8,764.80	\$ 5,843.20	\$ -
Driveway, Nonreinf Conc, 7 inch	89 Syd	\$	48.00	\$ 4,272.00	\$ 4,272.00	\$ 2,563.20	\$ -	\$ 1,708.80
Driveway, Nonreinf Conc, 9 inch	178 Syd	\$	53.00	\$ 9,434.00	\$ 9,434.00	\$ 5,660.40	\$ -	\$ 3,773.60
Curb and Gutter, Conc, Det F4	3138 Ft	\$	20.75	\$ 65,113.50	\$ 65,113.50	\$ 39,068.10	\$ 26,045.40	\$ 26,045.40
Detectable Warning Surface, Modified	45 Ft	\$	125.00	\$ 5,625.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	57 Ft	\$	23.00	\$ 1,311.00		\$ -	\$ -	\$ -
Curb Ramp, Conc, 4 inch	419 Sft	\$	5.25	\$ 2,199.75		\$ -	\$ -	\$ -
Curb Ramp, Conc, 7 inch	389 Sft	\$	6.25	\$ 2,431.25		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	1675 Sft	\$	4.25	\$ 7,118.75		\$ -	\$ -	\$ -
Sidewalk, Conc, 6 inch	1199 Sft	\$	5.25	\$ 6,294.75		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	8 Ea	\$	50.00	\$ 400.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	8 Ea	\$	5.00	\$ 40.00		\$ -	\$ -	\$ -
Lighted Arrow, Type C, Furn	2 Ea	\$	100.00	\$ 200.00		\$ -	\$ -	\$ -
Lighted Arrow, Type C, Oper	2 Ea	\$	100.00	\$ 200.00		\$ -	\$ -	\$ -
Minor Traf Devices	0.7 LSUM	\$	15,262.00	\$ 10,683.40	\$ 10,683.40	\$ 6,410.04	\$ 4,273.36	\$ 4,273.36
Traf Regulator Control	1 LSUM	\$	7,000.00	\$ 7,000.00		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Furn	100 Ea	\$	14.00	\$ 1,400.00		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Oper	100 Ea	\$	1.00	\$ 100.00		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn	584 Sft	\$	1.00	\$ 584.00		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Oper	584 Sft	\$	1.00	\$ 584.00		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	10 Ea	\$	55.00	\$ 550.00		\$ -	\$ -	\$ -
Turf Establishment, Performance	1152 Syd	\$	7.50	\$ 8,640.00		\$ -	\$ -	\$ -
Gate Box, Adj, Case 1	1 Ea	\$	400.00	\$ 400.00		\$ -	\$ -	\$ -
Post, Steel, 3 lb	252 Ft	\$	8.00	\$ 2,016.00		\$ -	\$ -	\$ -
Sign, Type III. Erect, Salv	7 Ea	\$	45.00	\$ 315.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	13 Ea	\$	45.00	\$ 585.00		\$ -	\$ -	\$ -
Sign, Type IIIB	40 Sft	\$	18.00	\$ 720.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	198 Ft	\$	3.85	\$ 762.30		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	35 Ft	\$	15.95	\$ 558.25		\$ -	\$ -	\$ -

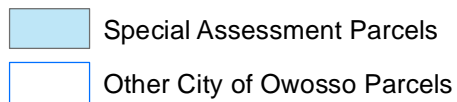
STEWART STREET FROM SHIAWASSEE TO WASHINGTON ENGINEER'S POST-BID ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Pavt Mrkg, Ovly Cold Plastic, Bike, Small Sym	6 Ea	\$	150.00	\$ 900.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, Lt Turn Arrow Sym	1 Ea	\$	275.00	\$ 275.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, Sharrow Sym	2 Ea	\$	350.00	\$ 700.00		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 4 inch, White	2237 Ft	\$	1.55	\$ 3,467.35		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 12 inch, Cross Hatching, Yellow	300 Ft	\$	7.50	\$ 2,250.00		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 4 inch, Yellow	2880 Ft	\$	1.55	\$ 4,464.00		\$ -	\$ -	\$ -
SUB TOTALS				\$ 1,337,479.87	\$ 540,406.90	\$ 324,244.14	\$ 176,826.99	\$ 199,035.10
ENGINEERING AT 15% ASSESSABLE COST				\$ 200,621.98	\$ 81,061.04	\$ 48,636.62	\$ 26,524.05	\$ 29,855.27
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 66,873.99	\$ 27,020.35	\$ 16,212.21	\$ 8,841.35	\$ 9,951.76
GRAND TOTALS				\$ 1,604,975.84	\$ 648,488.28	\$ 389,092.97	\$ 212,192.39	\$ 238,842.12

***City of Owosso***  
**Proposed Special Assessment No. 2024-01**



W. Stewart St. between S. Shiawasse St & S. Washington St.



1501 Street Address Number



23 August, 2023





## **MEMORANDUM**

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

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**DATE:** January 16, 2024

**TO:** Mayor Teich and the Owosso City Council

**FROM:** Ryan E. Suchanek, Director of Public Services & Utilities

**SUBJECT:** WWTP Improvements Phase 1 Project Change Order #1

### **RECOMMENDATION:**

Approval of increased payment for construction work by RCL Construction Co., Inc. (Sanford, MI) for the WWTP Improvements Phase 1 project in the amount of \$73,672.00.

### **BACKGROUND:**

In the 1930s, a 2 million gallons per day (MGD) primary wastewater facility was constructed to serve the City of Owosso. Chlorination was added in the 1960s. The WWTP was upgraded to a 6 MGD independent physical-chemical treatment facility in the early 1980s to serve the Mid-Shiawassee County area including the City of Owosso, City of Corunna, and the sewer portions of Owosso Township and Caledonia Township. The plant was renamed the Owosso Mid-Shiawassee County Wastewater Treatment Plant. The treatment process did not perform to the permit requirements and was costly and problematic to operate. A major process modification was constructed in 1986 to incorporate biological treatment with the properly functioning elements of the physical-chemical treatment plant. In 1987, revisions were made to the filter backwash system. Year-round disinfection requirements went into effect in 1991. Sodium hypochlorite storage and feed equipment was installed to replace gaseous chlorine for disinfection. The granular activated carbon modules were repurposed for dechlorination with sodium bisulfite polishing. In 1998, minor odor control measures were installed, including: forced draft ventilation on the first stage ("roughing") trickling filter. The previous comminutors/bar screens were replaced with combination grinding/screening units to improve pretreatment. In 1999, a centrifuge system was installed to replace the previous plate and frame filter press for sludge dewatering. Polymer sludge conditioning also replaced ferric chloride and lime. In 2012, a main electrical busway and main electrical breakers were replaced and the switchgear between the electrical feeds was modified. Use of granular activated carbon for dechlorination was eliminated and the sodium bisulfite system upgraded as the primary means for dechlorination. Since 2016, the plant has seen additional improvements including the additions of 1/4-inch mechanical bar screens and compactors, and replacement of mechanical parts in primary clarifiers and sludge thickener. In 2020, headworks improvements included replacement of screw pumps and installation of a grit vortex chamber.

Key components of the secondary and tertiary treatment have reached or are beyond the end of

their useful lives, including the tricking filters, pressure filters, intermediate clarifiers, and disinfection. The proposed project is intended to address many of the critical issues of aging infrastructure at the WWTP, restore the plant to its design capacity, and increase the longevity of the WWTP. The project area includes the Owosso WWTP property area.

Phase 1 improvements consist of:

- Replacement of filtration
- Installation of ultraviolet (UV) disinfection
- Electrical improvements
- Building improvements
- New Supervisory Control and Data Acquisition (SCADA) system

City Council received a presentation and held a public hearing on May 16, 2022 which included the WWTP Phase 1 Improvements project as part of the five (5) year CWSRF Project Plan. City Council previously approved the start to this project at its regular scheduled meeting held on July 18, 2022, as well as approving the bid award to RCL Construction Co., Inc. at the June 20, 2023 meeting.

Additional work has been identified during the demolition/construction phases which includes:

- Effluent Pipe – \$25,687.00
  - Adjust layout of 36" final effluent pipe to match process plans. Add 90 degree bend to avoid pipe conflicts.
  - Imported fitting (not domestic)
- Process Effluent Water Pipe – \$32,123.00
  - Reroute PEW pipe to avoid going under loading dock. Reduce pipe and valve size to 4" inside building and add a penetration.
  - Add 4" PEW pipe with two 4"x4" tees. Install 2" yard hydrant off northern tee. Connect to existing and cap future extension on southern tee.
  - Remove existing section of PEW pipe and abandon northern section. Remove existing yard hydrant and associated piping.
  - 4" PVC quoted, not ductile
    - C909 - PVC
- Sludge Pipe – \$15,862.00
  - Extend removal limits of 6" sludge pipes at northeast corner of Intermediate Clarifier No. 1.
  - Add 2 valves on secondary clarifier sludge pipe and add connection for future secondary clarifier with cap. Modify sludge pipe connection with 6"x6" tee and 45-degree bend.
  - Remove 1 valve for future clarifier.

## **FISCAL IMPACTS:**

The project is funded by the CWSRF, with the additional costs of \$73,672.00.

Final expenses in the amount of \$18,626,796.00 shall be paid from wastewater operating fund and 2023 SRF Bond funds

**Document originated by:** Ryan E. Suchanek, Director of Public Services & Utilities

ATTACHMENTS:     (1)     Resolution  
                          (2)     Change Order

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
RCL CONSTRUCTION COMPANY, INC. OF SANFORD, MICHIGAN  
FOR CONSTRUCTION AND INSTALLATION OF  
PHASE 1 IMPROVEMENTS PROCESS EQUIPMENT FOR USE  
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with RCL Construction Co., Inc., on June 20, 2023 for the construction and installation of the Phase 1 Improvements process equipment and systems, known as the Wastewater Treatment Plant (WWTP) Improvements Project - Phase 1, an approved 2023 SRF planned project; and

WHEREAS, the project is now underway, and a change order is necessary to reconcile contract work and supplies to be used.

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 Wastewater Treatment Plant (WWTP) Improvements Project - Phase 1 contract with RCL Construction Co., Inc. to increase the contract amount to update contract work and supplies to be used.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$73,672.00; an increase to the Contract for Services between the City of Owosso and RCL Construction Co., Inc., revising the total current contract amount from \$18,553,124.00 to \$18,626,796.00.
- THIRD: The Accounts Payable department is authorized to pay RCL Construction Co., Inc. for work satisfactorily completed up to the revised contract amount of \$18,626,796.00.
- FOURTH: The above expenses shall be paid from the Wastewater Fund, and SRF Bond Funds.

CHANGE ORDER  
PAGE 1 OF 2

CONTRACT FOR:	Wastewater Treatment Plant Improvements Phase 1
OWNER:	City of Owosso 1410 Chippewa Trail Owosso, Michigan 48867
CONTRACTOR:	RCL Construction Company, Inc. 77 West Maynard Road Sanford, Michigan 48657
ENGINEER:	Fishbeck 5913 Executive Drive, Suite 100 Lansing, MI 48911
ATTACHMENTS:	Bulletin 01, Bulletin 02
Contractor shall indicate approval of Change Order through signing of this document and returning to Engineer. Engineer will forward to Owner, who shall indicate approval of Change Order through signing of this document and returning to Engineer. Upon receipt of fully executed (all signatures) Change Order, Engineer will distribute to all parties.	
YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:	
<u>ITEM NO. 1:</u> < >  Item 8 from Bulletin 1, revised plant effluent pipe  ADD: \$25,687.00 and 0 Days  Items 1 and 2 from Bulletin 2, Replace <b>process water pipe with C909</b> . Revised sludge pipe layout.  ADD: \$32,123.00 and \$15,862.00; Total = \$47,985.00 and 0 Days	

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$18,553,124

Previous Change Order No.:

\$0

Contract Price prior to this Change Order:

\$18,553,124

Net increase of this Change Order:

\$73,672

Contract Price with all approved Change Orders:

\$18,626,796

CHANGE IN CONTRACT TIMES:

Original Contract time:

September 22, 2023

Substantial Completion:

November 3, 2025

Ready for final payment:

January 9, 2026

Net change from previous Change Orders:

0 Days

Contract Time prior to this Change Order:

Substantial Completion:

November 3, 2025

Ready for final payment:

January 9, 2026

Net increase/decrease of this Change Order:

0 Days

Contract Time with all approved Change Orders:

Substantial Completion:

November 3, 2025

Ready for final payment:

January 9, 2026

CHANGE ORDER  
PAGE 2 OF 2

RECOMMENDED

APPROVED

APPROVED  
CITY OF OWOSSO

By: Brian Van Zee  
Fishbeck Engineer  
Brian Van Zee,  
Sr. Water and Wastewater Engineer  
Name and Title of Signatory

By: \_\_\_\_\_  
Contractor  
Nick Coon, Project Manager  
RCL Construction Inc.  
Name and Title of Signatory

By: \_\_\_\_\_  
Robert J. Teich, Jr., Mayor  
.  
Amy K. Kirkland, City Clerk

Date: January 10, 2024

Date: January 10, 2024

Date: \_\_\_\_\_

END OF CHANGE ORDER

BULLETIN  
PAGE 1 OF 3

CONTRACT FOR:	Wastewater Treatment Plant Improvements Phase 1
OWNER:	City of Owosso 1410 Chippewa Trail Owosso, MI 48867
CONTRACTOR:	RCL Construction Company, Inc. 77 West Maynard Road Sanford, MI 48657
ENGINEER:	Fishbeck 1515 Arboretum Drive, SE Grand Rapids, MI 49546
DRAWING REVISION NO.:	B1
ISSUED HEREWITH:	
SPECIFICATION SECTIONS:	
SHEETS:	A102, A602, C201, C301, C401, C402, D301, D303, D501, D502, E102, G001, M101, M102, M501, M503, P206, P301, P302, P304, S104, S105, S302, S303

The items below are being considered as possible changes to the Contract Documents for this Project. Contractor is requested to submit changes in cost, if any, for each item and indicate whether it is an addition to or deduction from the Contract Price. Costs are requested as lump sums unless otherwise noted as a unit cost. Include all labor, materials, overhead and profit, trades, subcontractors, and related costs. After reviewing the effects of those changes in the Work, Owner may issue a Change Order specifying which changes are to be incorporated in the Work, if any.

This Bulletin is not a Change Order and is not to be deemed authorization to proceed with the changes listed.

Additional work or materials, where proposed, shall meet the requirements of the Contract Documents, except where noted.

Contractor is responsible for notifying Engineer, in writing, concerning any revision or clarification which causes a change in the Contract Documents, but not specifically mentioned as a cost item in this Bulletin.

Return one completed and signed copy of the Bulletin to Engineer on or before the due date noted above.

Each proposed change has been described briefly with additional information provided concerning detailed changes required for the major trades concerned. Only one total cost figure has been requested for each item on the Bulletin; however, a complete breakdown is required for each item as supporting documentation. This will allow Owner to more easily evaluate the proposed cost changes. Each Bulletin item is an all-inclusive item and may concern work from several trades or Subcontractors. It is Contractor's responsibility to ensure that all work for each item has been included in the total cost figure provided to Owner.

**ITEM NO. 1:** Drawing clarifications

Sheet: G001 - Cover Sheet (reissued)  
D501 – Mechanical Filters Area Basement Demolition Plan (reissued)  
D502 – Mechanical Filters Area First Floor Demolition Plan (reissued)  
M101 – Basement Plumbing Plan (reissued)  
M102 – First Floor Plumbing Plan (reissued)  
M501 – Partial HVAC Plans (reissued)  
M503 – Schedules (reissued)

- A. Fixed photo numbering errors.
- B. Fixed keynote photo numbering errors.
- C. Elbows shown at hose bibbs were graphically fixed.
- D. Fixed graphical error showing compressed air and hose bibb going down column near G4.

BULLETIN  
PAGE 2 OF 3

- E. Move compressed air and hose bibb to other side of column near D5.
- F. Clarified new dampers are required for new fans on M50.
- G. Changed sequence of operations on M503 to say, "exhaust fan" in lieu of "supply fan".
- H. Add note regarding water meter bypass so that all local codes may be followed upon installation of meter and bypass (M101).
- I. Added deferred items note on G001.

<FOR CLARIFICATION ONLY/NO COST CHANGE>

ITEM NO. 2: ADA Ramp Detailing and Layout

Sheet: C201 – Layout Plan (reissued)  
C301 – Grading & SESC Plan (reissued)  
A102 – Overall First Floor Plan (reissued)  
A602 – Sections and Details (reissued)  
S104 – Enlarged Foundation Plan – Truck Ramp (reissued)  
S303 – Sections and Details (reissued)

- A. Updated details and layout for the ADA Ramp.
- B. Updates grades to match new layout for ADA Ramp.

A few notes to clarify our sketch:

1. Footings will all be at 721.5 elevation.

2. Thickened edge walk is at the 5ft-9in wide sloping ramp area.

3. We propose a thickened edge on the open side of the stair to box that in.

4. We did not review the slopes for code compliance of an ADA ramp. Elevations were matched to Fishbecks previous Bulletin 1 elevations.

- Please see our attached design that we based on our no cost change

<FOR CLARIFICATION ONLY/NO COST CHANGE>

ITEM NO. 3: Lighting Photometrics

Sheet: E102 – Lighting Photometrics (issued)

- A. New sheet issued.

<FOR CLARIFICATION ONLY/NO COST CHANGE>

ITEM NO. 4: Updated Process Effluent Water Pipe Size

Sheet: M101 – Basement Plumbing Plan (reissued)

- A. Change pipe section originally shown as 1-inch and 3/4-inch into a 4-inch pipe.

ADD/DEDUCT: \$ 6,791.00

ITEM NO. 5: Bypass valve 500

Sheet: P206, P301

- A. Valve 500 - Install valve extension stem up to bottom of grating. (reissued)

ADD/DEDUCT: \$ 2,516.00

ITEM NO. 6: Gate height

Sheet: P302, P304 – SL601 & SL602m extend height of gate so handwheel is above handrail on mezzanine.  
(reissued)

ADD/DEDUCT: \$ 5,729.00

BULLETIN  
PAGE 3 OF 3

ITEM NO. 7: Additional Wall Removal  
Sheet: D301 – Structural Basement Demolition Plan (reissued)  
D303 – Structural Demolition Sections (reissued)  
S105 – First Floor Framing Plan (reissued)  
S302 – Sections and Details (reissued)

A. Additional section of basement wall removed.

ADD/DEDUCT: \$ 24,240.00

ITEM NO. 8: Effluent Pipe  
Sheet: C401 – Utility Plan (reissued)  
C402 – Utility Profiles (reissued)

A. Adjust layout of 36-inch Final Effluent pipe to match Process plans. Add 90-degree bend to avoid pipe conflicts.

- Imported Fitting (not domestic)

ADD/DEDUCT: \$ 25,687.00

Contractor:



Nicholas Coon  
2023.12.20 16:37:41-05'00'

Signature

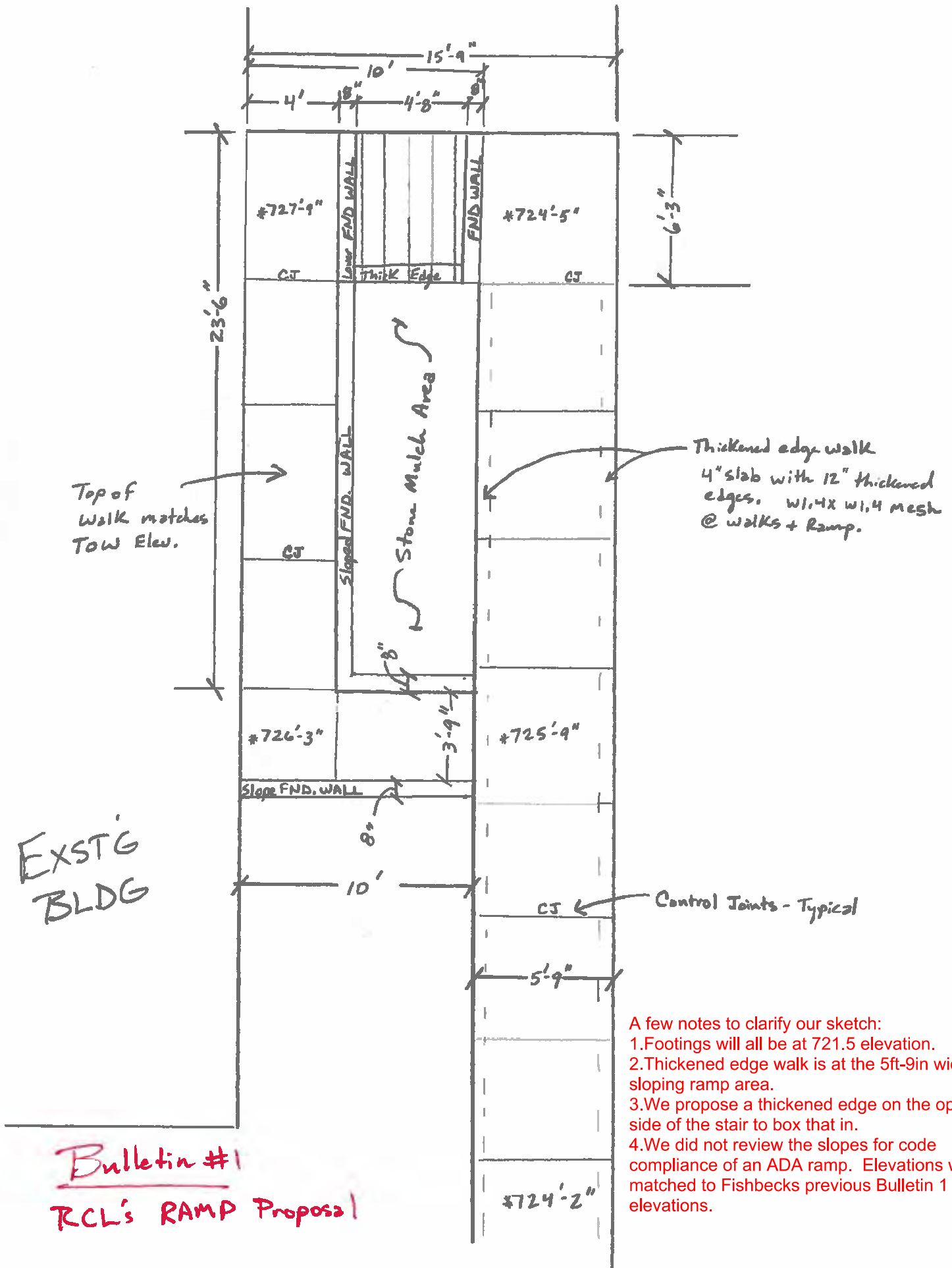
Nicholas Coon , Project Manager

Name and Title of Signatory

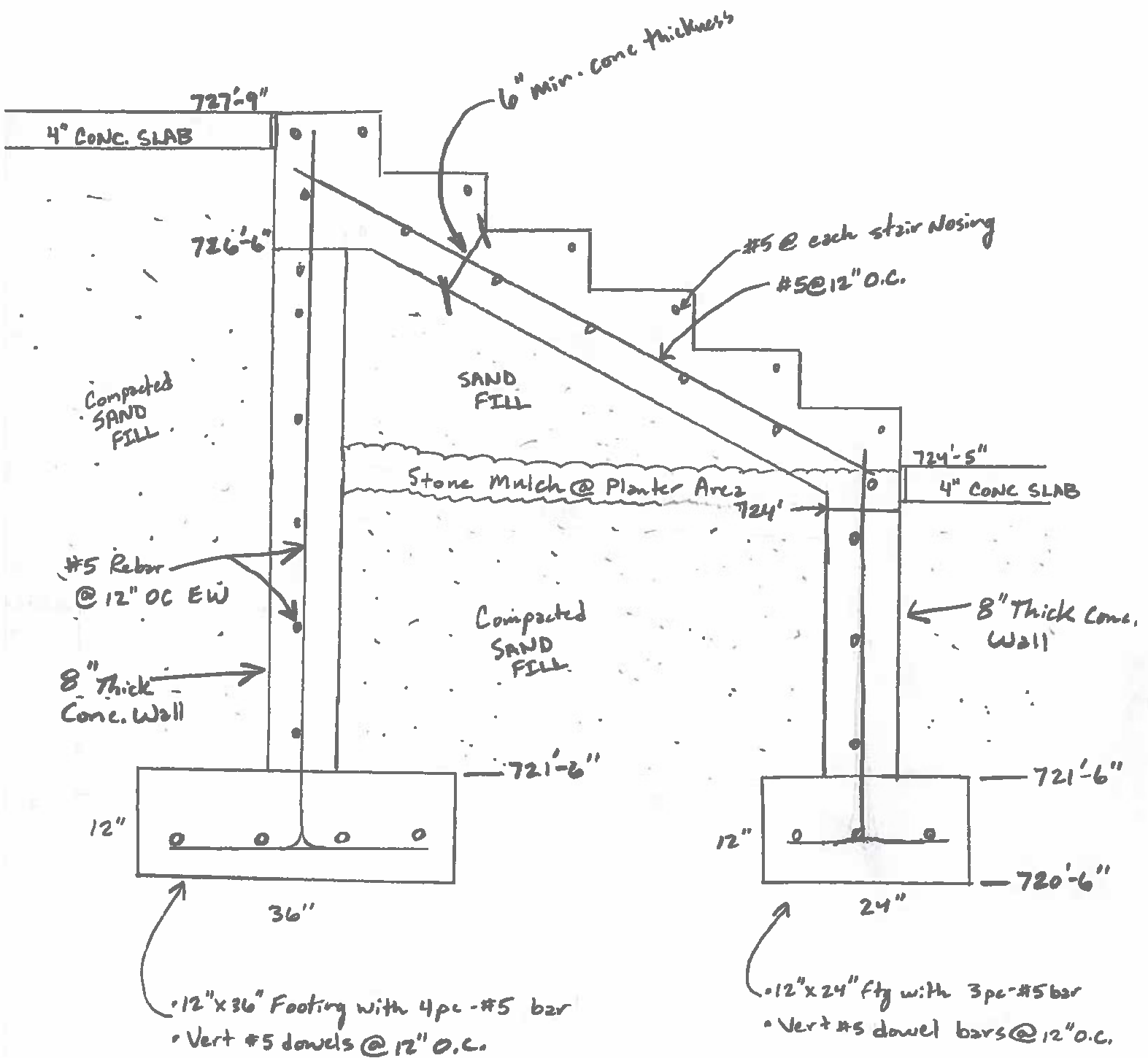
12/20/2023

Date

END OF BULLETIN



Bulletin #1  
 RCL's RAMP Proposal

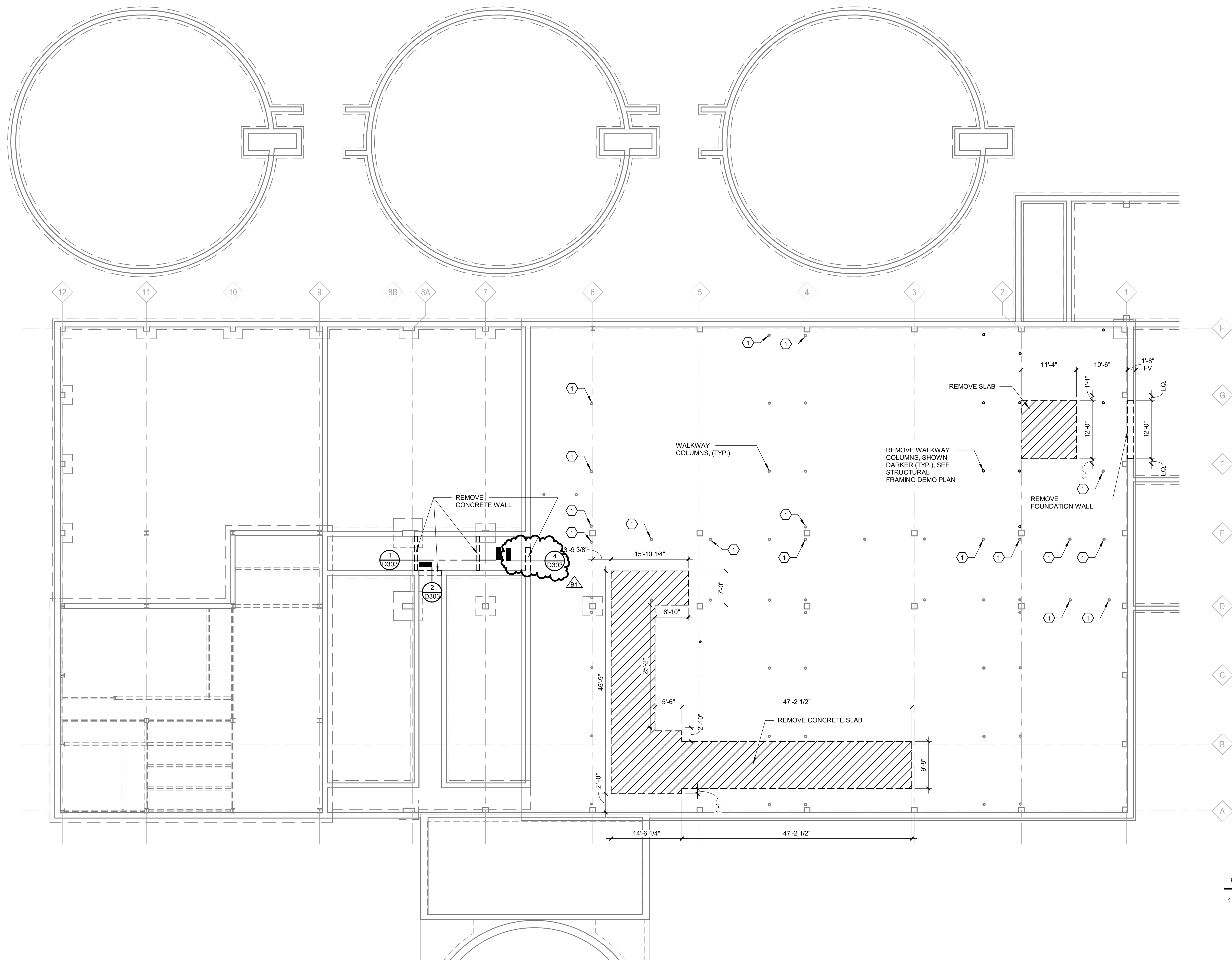


Bulletin #1

RCL sketch for RAMP/Stair revisions



PLOT INFO: 10/5/2023 3:53:43 PM Autodesk Docs://221308/2022\_S\_221308.rvt



STRUCTURAL  
**BASEMENT DEMOLITION PLAN**  
SCALE: 3/32" = 1'-0"

- KEY NOTES**
1. TEMPORARILY SHORE WALKWAY BEAMS ON EITHER SIDE OF COLUMN. REMOVE BOTTOM 1'-3" OF COLUMN (MEASURED FROM TOP OF SLAB) AND BASE PLATE. SEE REPAIR SECTION.

- NOTES**
1. PIPE SUPPORTS THAT ARE BEING REMOVED ARE NOT SHOWN FOR CLARITY. SEE STRUCTURAL FIRST FLOOR DEMOLITION PLAN.

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN No. 1

9/7/2023 CONSTRUCTION SET

Drawn By RJM  
Designer NML  
Reviewer ESD  
Manager BWV

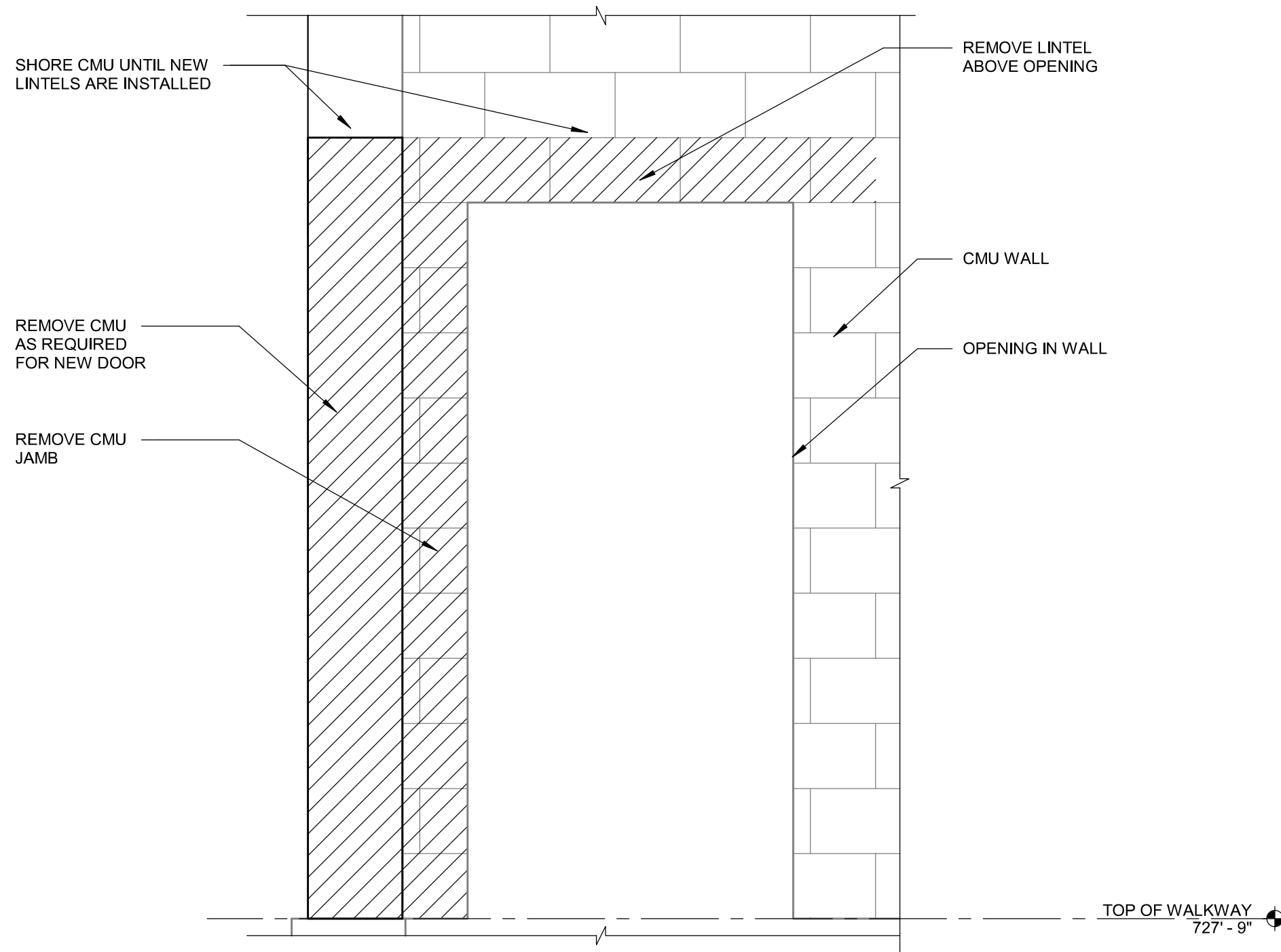
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221308

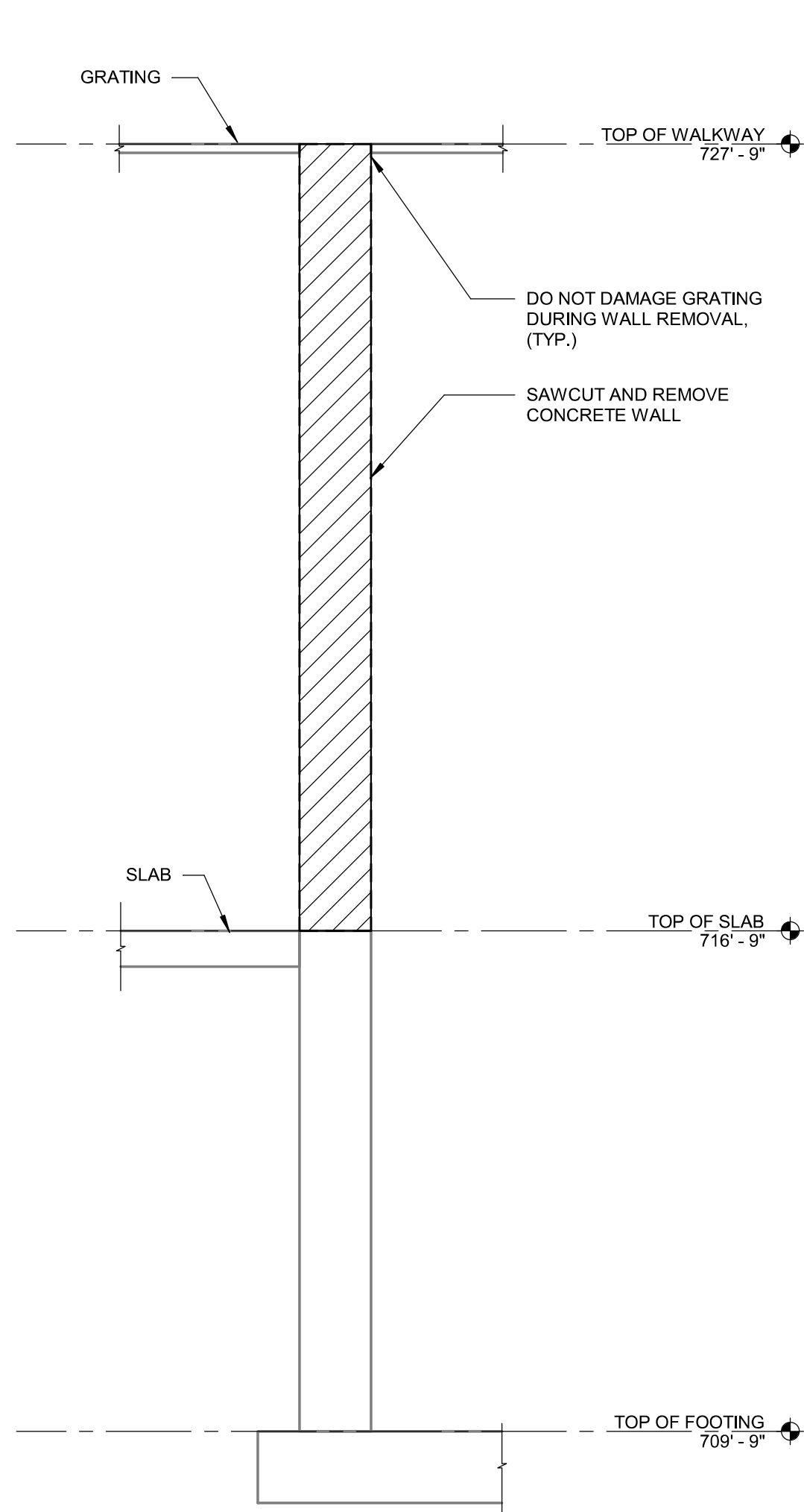
SHEET NO.

**D301**

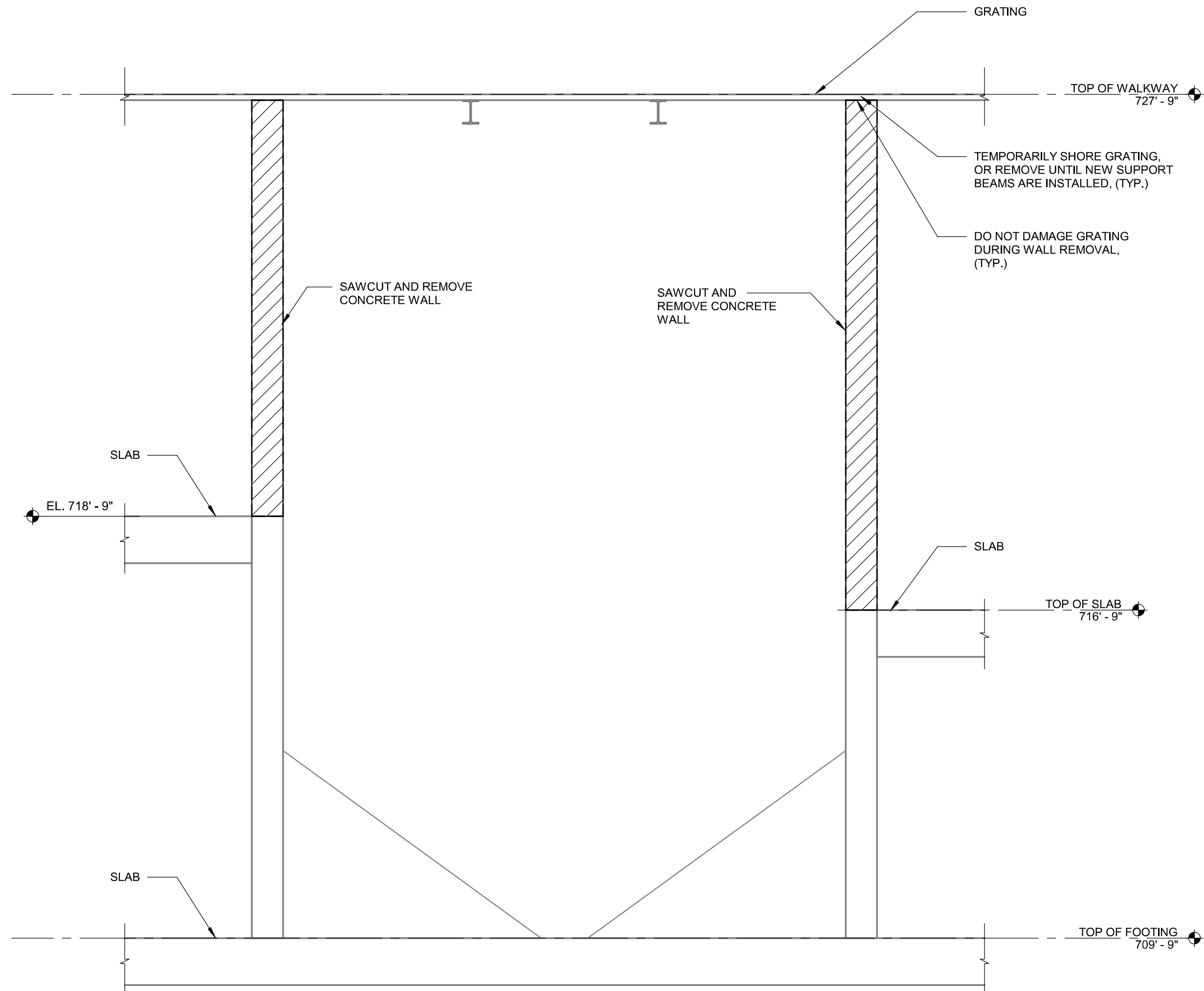
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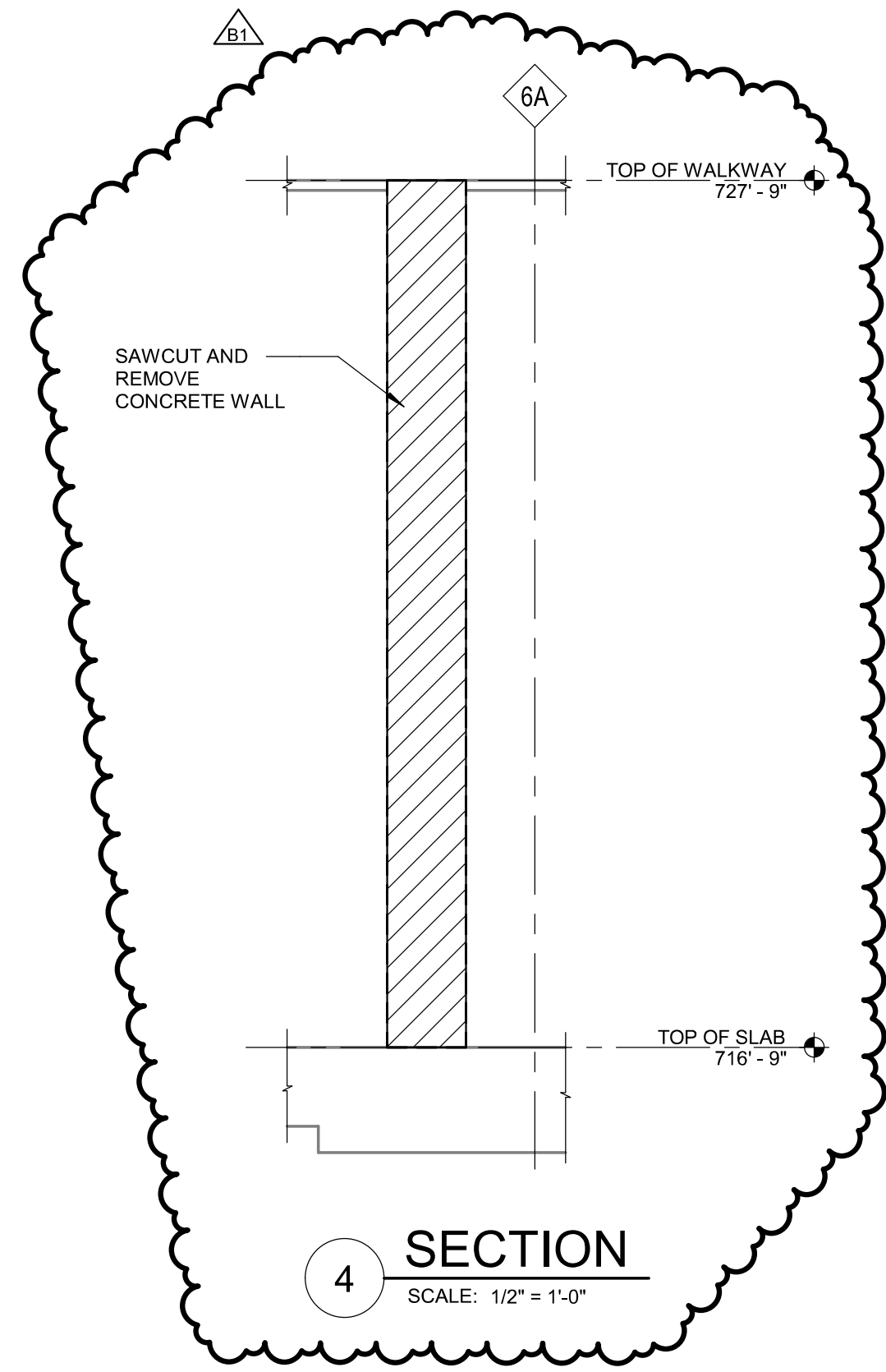
3 SECTION  
SCALE: 3/4" = 1'-0"



2 SECTION  
SCALE: 1/2" = 1'-0"



1 SECTION  
SCALE: 1/2" = 1'-0"



City of Owosso  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN No. 1

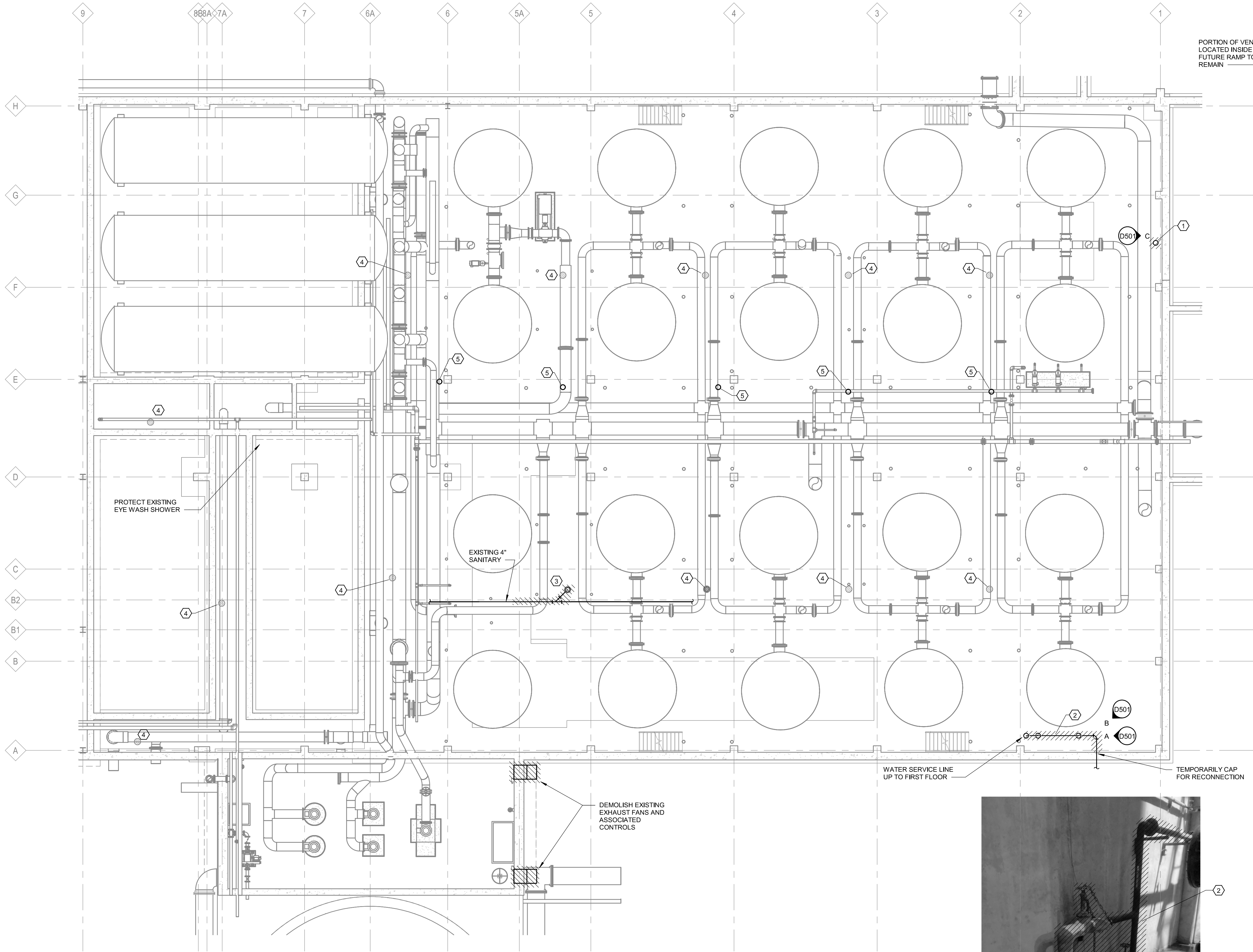
9/7/2023	CONSTRUCTION SET
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Drawn By RJM  
Designer NML  
Reviewer ESD  
Manager BWV

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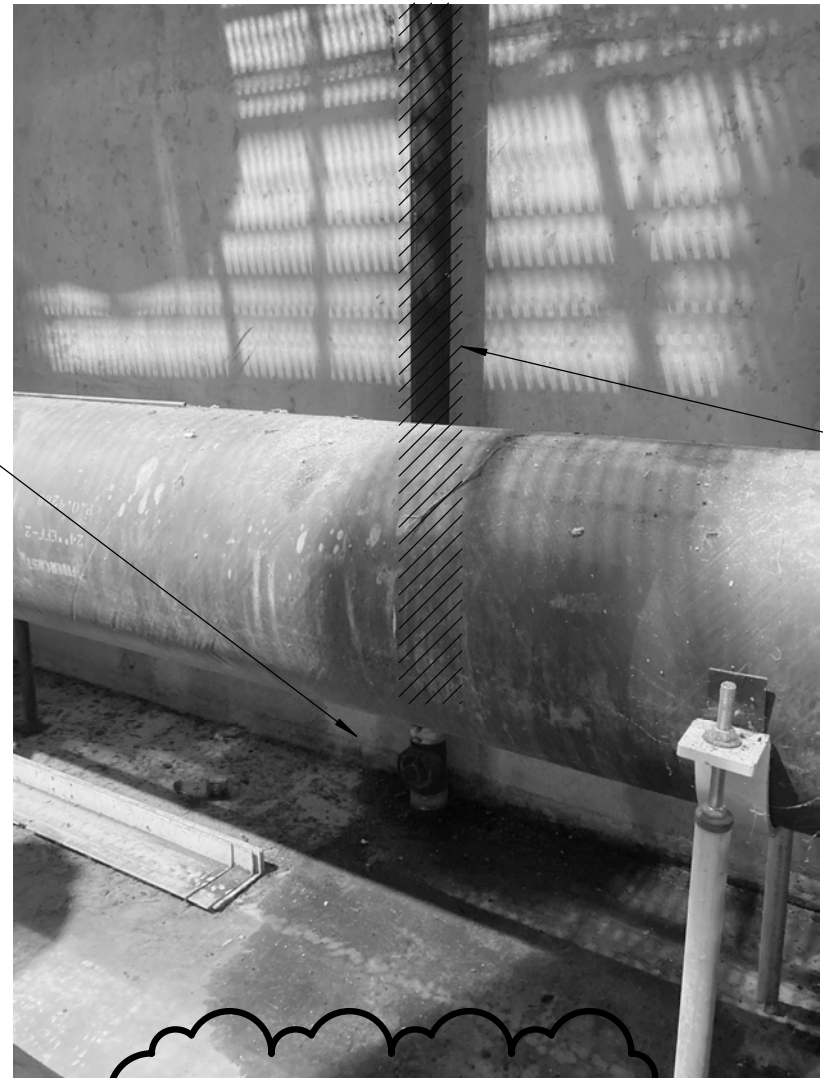
PROJECT NO.  
221308  
SHEET NO.

D303



MECHANICAL  
**FILTERS AREA BASEMENT DEMOLITION PLAN**  
SCALE: 1/8" = 1'-0"  
NORTH

PORTION OF VENT  
LOCATED INSIDE  
FUTURE RAMP TO  
REMAIN



**PHOTO**  
NOT TO SCALE

**NOTES**

1. PROTECT NATURAL GAS AND DOMESTIC WATER LINES DURING CONSTRUCTION.
2. PLUG HUB DRAIN OUTLETS DURING CONSTRUCTION TO KEEP CLEAR OF DEBRIS.
3. PROTECT FLOOR DRAINS DURING CONSTRUCTION TO KEEP CLEAR OF DEBRIS.

**KEY NOTES**

1. DEMOLISH PORTION OF SANITARY VENT ROUTING THROUGH FUTURE RAMP AND FUTURE OVERHEAD DOOR. VENT LOCATED INSIDE FUTURE RAMP AND SECTION OF VENT PENETRATING THE ROOF TO REMAIN. REFER TO PHOTO C.
2. REMOVE ALL WATER SERVICE PIPING, VALVES, WATER METER UP TO AND INCLUDING BACKFLOW PREVENTER. PIPE SUPPORTS TO REMAIN. 1-TO-1 REPLACEMENT WATER SERVICE PIPING, VALVES, METERS AND BACKFLOW PREVENTER TO BE INSTALLED SIMILAR TO EXISTING. REFER TO PHOTO A AND B.
3. REMOVE FLOOR DRAIN AND SANITARY PIPING UNDER FUTURE SLAB TRENCH. SALVAGE PIPING AND FLOOR DRAIN. SALVAGED PIPING AND FLOOR DRAIN TO BE REINSTALLED.
4. EXISTING FLOOR DRAIN.
5. EXISTING HUB OUTLET DRAIN.

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RAB  
Designer RAB  
Reviewer GWL  
Manager BWV

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**221308**

SHEET NO.

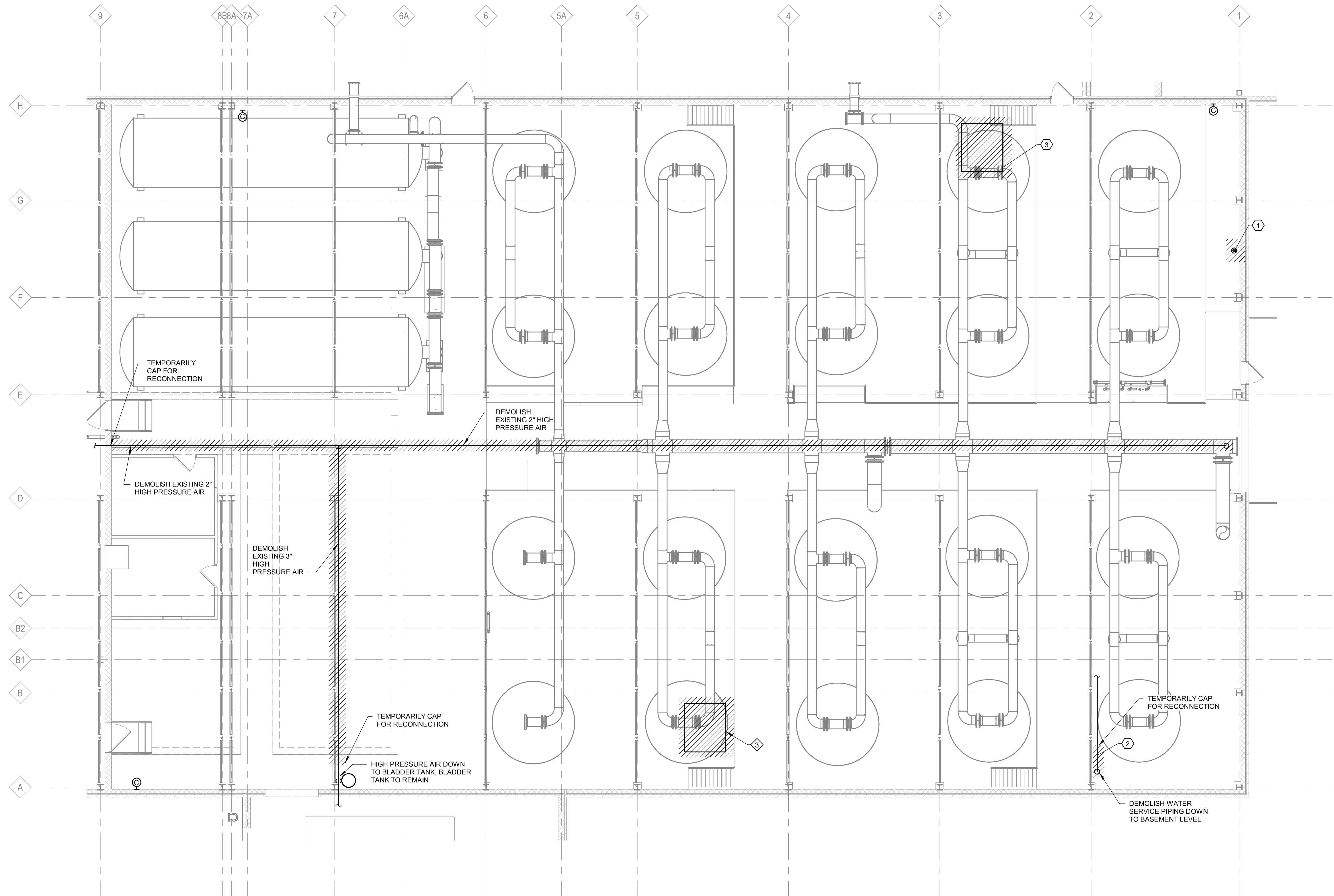
**D501**

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**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

**fishbeck**  
Engineers | Architects | Scientists | Constructors

PLOT INFO: 10/5/2023 3:06:07 PM Autodesk Docs://221308/2022\_M\_221308.rvt



- KEY NOTES**
- DEMOLISH PORTION OF SANITARY VENT ROUTING THROUGH FUTURE RAMP AND FUTURE OVERHEAD DOOR. VENT LOCATED INSIDE AREA OF FUTURE RAMP AND SECTION OF VENT PENETRATING THE ROOF TO REMAIN. REFER TO PHOTO C ON D501.
  - REMOVE ALL WATER SERVICE PIPING, VALVES, WATER METER UP TO AND INCLUDING BACKFLOW PREVENTER. PIPE SUPPORTS TO REMAIN. 1-TO-1 REPLACEMENT WATER SERVICE PIPING, VALVES, METERS AND BACKFLOW PREVENTER TO BE INSTALLED SIMILAR TO EXISTING. REFER TO PHOTO A AND B.
  - DEMOLISH HVAC UNIT AND ASSOCIATED CONTROLS. FIELD VERIFY EXACT LOCATION, DUCTWORK AND PIPING ATTACHED TO UNIT TO REMAIN. ENSURE REMAINING PIPING AND DUCTWORK IS SECURELY FASTENED AFTER DEMOLITION.



MECHANICAL  
FILTERS AREA FIRST FLOOR DEMOLITION PLAN  
SCALE: 1/8" = 1'-0"

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023 CONSTRUCTION SET

Drawn By RAB  
Designer RAB  
Reviewer GWL  
Manager BWV

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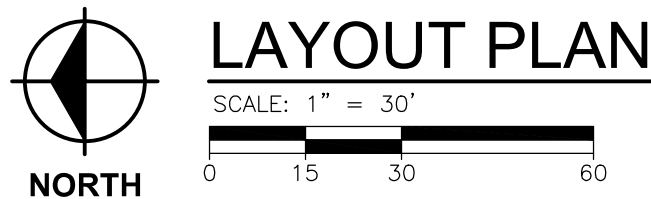
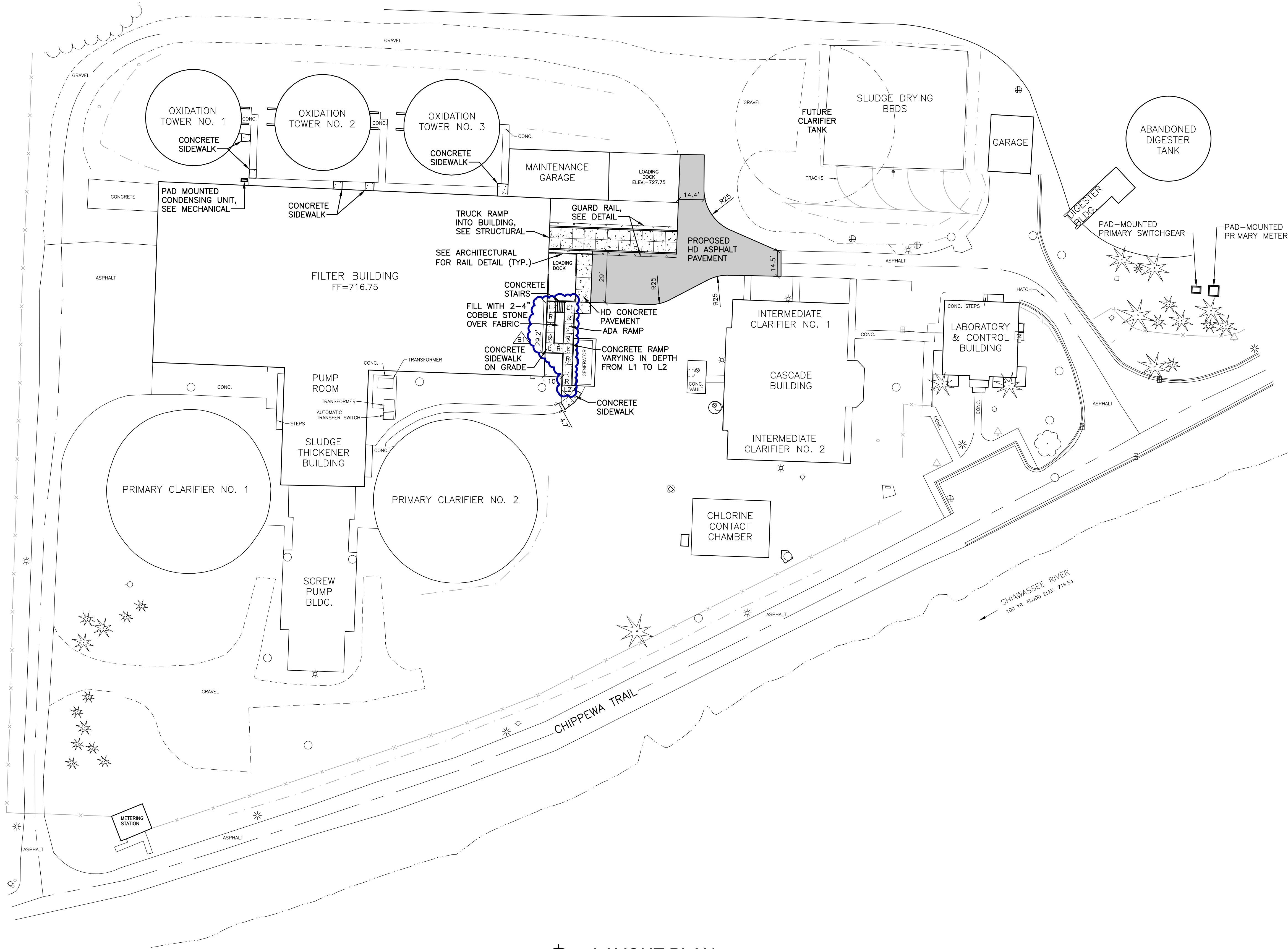
PROJECT NO.  
221308

SHEET NO.

**D502**

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PLOT INFO: Z:\02\2023\138\CAD\C201\22138.DWG LAYOUT: C201 DATE: 10/5/2023 TIME: 2:00:44 PM USER: BVENE



**SYMBOL LEGEND**

- HEAVY DUTY ASPHALT PAVEMENT
- HEAVY DUTY CONCRETE PAVEMENT
- 1"x1 1/2" WASHED CRUSHED LIMESTONE
- 4" THICK CONCRETE SIDEWALK
- EXPANSION JOINT
- STANDARD CURB AND GUTTER
- STANDARD INVERTED CURB AND GUTTER
- ROLLED CURB
- LIMITS OF DISTURBANCE
- LANDING (2% MAX. SLOPE ALL DIRECTIONS)
- RAMP (8.33% MAX. RUNNING SLOPE)
- PARKING SPACE COUNT
- SITE LIGHT POLE

**NOTES**

- DIMENSIONS ARE TO BACK OF CURB, OUTSIDE FACE OF BUILDING, AND EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.
- KEEP THE APPROVED AND/OR MOST CURRENT SET OF PROJECT DRAWINGS ON SITE AT ALL TIMES. CONTRACTOR TO CONFIRM THEY ARE IN POSSESSION OF THE MOST CURRENT DRAWING FILES.
- RESTORE ALL LAWN AREAS WITH 4" TOPSOIL, MULCH BLANKET, AND SEED.

**REVISIONS**

5/26/2023	A1	ADDENDUM NO. 1
6/1/2023	A2	ADDENDUM NO. 2
10/5/2023	B1	BULLETIN NO. 1

**CONSTRUCTION SET**

Drawn By: BEV  
Designer: BEV  
Reviewer: NB  
Manager: BWV

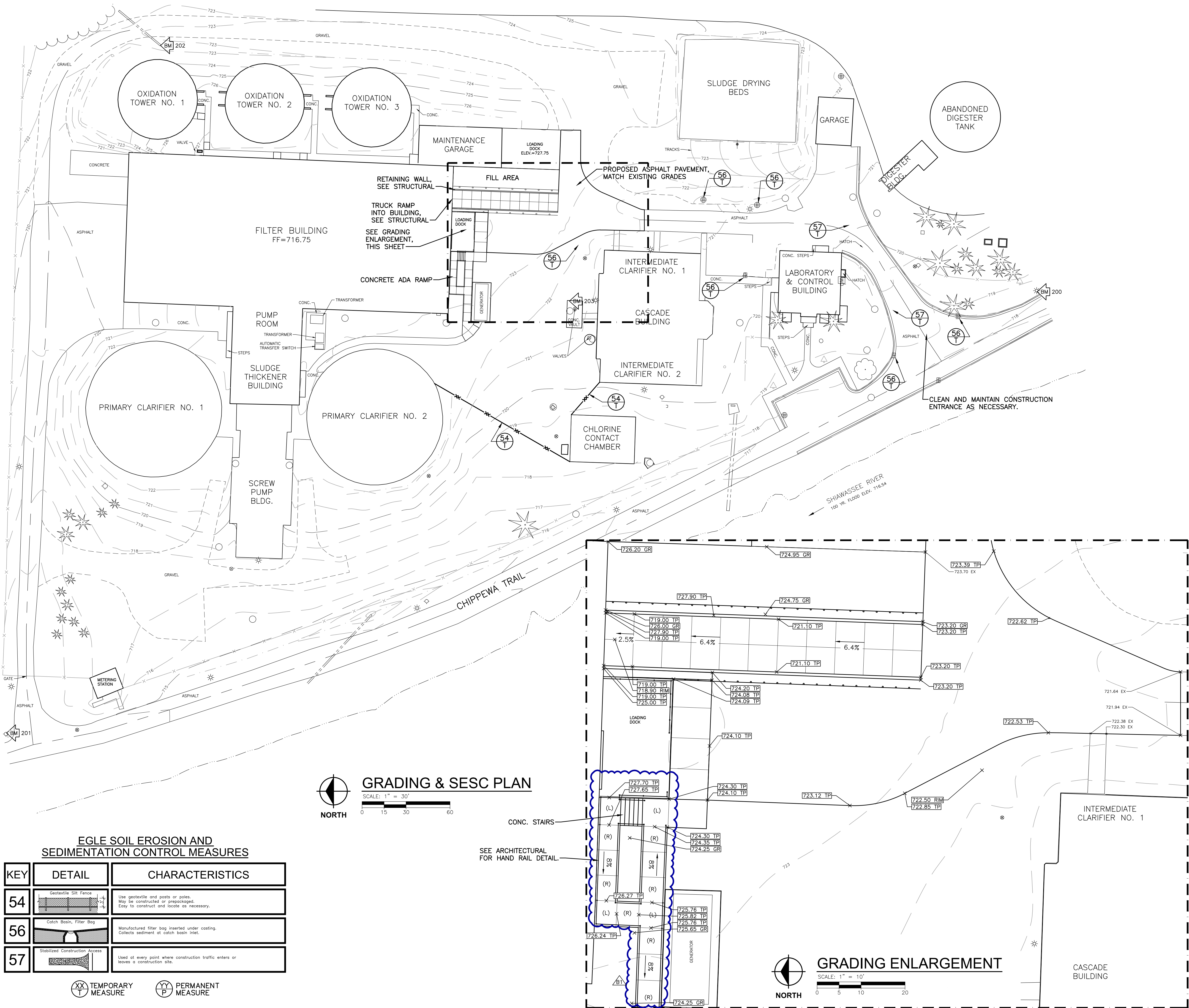
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PROJECT NO.  
**221308**

SHEET NO.

**C201**

PLOT INFO: Z:\02\2022\1308\CAO\CD\CD301\22121308.DWG LAYOUT: C301 DATE: 10/5/2023 TIME: 2:48:07 PM USER: BVENNE



EGLE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES		
KEY	DETAIL	CHARACTERISTICS
54		Use geotextile and posts or poles. May be constructed or prepackaged. Easy to construct and locate as necessary.
56		Manufactured filter bag inserted under casting. Collects sediment at catch basin inlet.
57		Used at every point where construction traffic enters or leaves a construction site.

XX  
T  
TEMPORARY  
MEASURE

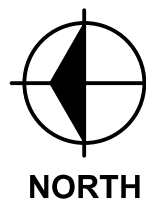
YY  
P  
PERMANENT  
MEASURE



## GRADING & SESC PLAN

SCALE: 1" = 30'  
0 15 30 60

CONC. STAIRS  
SEE ARCHITECTURAL  
FOR HAND RAIL DETAIL.



## GRADING ENLARGEMENT

SCALE: 1" = 10'  
0 5 10 20

## BENCH MARKS

- BENCH MARK 200 ELEVATION: 718.71  
MAG NAIL ON WEST SIDE OF CONCRETE LIGHT POLE  
BASE EAST OF CHIPPEWA TRAIL, 80'± SOUTHEAST OF  
CENTERLINE OF SOUTH ENTRANCE DRIVE TO SITE
- BENCH MARK 201 ELEVATION: 716.43  
CHISELED X ON EAST-SOUTHEAST FLANGE BOLT OF  
HYDRANT AT NORTHEAST CORNER OF INTERSECTION OF  
NORTH ENTRANCE DRIVE TO SITE & CHIPPEWA TRAIL
- BENCH MARK 202 ELEVATION: 722.98  
CHISELED X ON TOP OF WEST END OF 12" RCP  
CULVERT NEAR NORTHEAST CORNER OF SITE, 10'±  
WEST OF GRAVEL DRIVE
- BENCH MARK 203 ELEVATION: 721.40  
MAG NAIL IN NORTHEAST CORNER OF CONCRETE PAD  
NORTH OF FLOCCULATION AND SETTLING TANK AREA AND  
80'± SOUTH OF THE SOUTHWEST CORNER OF MAIN BUILDING

## SYMBOL LEGEND

- 725 EXISTING MAJOR CONTOUR  
724 EXISTING MINOR CONTOUR  
725 PROPOSED MAJOR CONTOUR  
724 PROPOSED MINOR CONTOUR  
XX SILT FENCE  
(L) LANDING (2% MAX. SLOPE ALL DIRECTIONS)  
(R) RAMP  
724.50 XX SPOT ELEVATION  
FF FINISH FLOOR  
GR GRADE ELEVATION  
HP HIGH POINT  
LP LOW POINT  
TP TOP OF PAVEMENT

## SESC NOTES

- FINISH GRADE OF SOIL EDGES ALONG PAVEMENT TO MATCH  
EDGE OF PAVEMENT.
- STRIP AND STOCKPILE TOPSOIL FROM GRADING AREAS. USE  
STOCKPILED TOPSOIL AND IMPORTED TOPSOIL AS NECESSARY  
FOR SURFACE RESTORATION.
- GRADES SHOWN ARE FINAL SURFACE GRADES AFTER  
COMPLETION OF SURFACE IMPROVEMENTS AND PLACEMENT OF  
TOPSOIL.
- ADA PARKING AREAS NOT TO EXCEED 2.0% SLOPE IN ALL  
DIRECTIONS.
- GRADE AREAS AT SITE PERIMETER TO MATCH GRADES OF  
ADJACENT PARCELS.
- REMOVE EXCESS SOIL FROM SITE AND DISPOSE OF PROPERLY  
IN ACCORDANCE WITH APPLICABLE REGULATIONS.
- PROVIDE TEMPORARY GRADING FEATURES SUCH AS BERMS,  
SWALES, SLUMPS AND BASINS TO MANAGE INTERIM STORM  
WATER RUNOFF DURING CONSTRUCTION PROCESS. STORM  
WATER RUNOFF LEAVING THE SITE SHALL MEET ALL FEDERAL,  
STATE AND LOCAL QUALITY REQUIREMENTS.

## GRADING NOTES

- MAINTAIN A COPY OF THE STORM WATER POLLUTION  
PREVENTION PLAN (SWPPP) ON THE SITE FOR THE DURATION  
OF CONSTRUCTION. IF REQUIRED, ADHERE TO THE SWPPP  
DURING CONSTRUCTION OPERATIONS.
- MAINTAIN AND REPAIR ALL SESC BEST MANAGEMENT PRACTICES  
BMPs DURING CONSTRUCTION UNTIL ALL VEGETATION IS  
ESTABLISHED, (ALL DISTURBED SOIL SURFACES ARE UNIFORMLY  
COVERED IN PERMANENT VEGETATION WITH A DENSITY OF 70%  
OR GREATER, OR AS DEFINED BY PERMIT.)
- INSTALL PERIMETER EROSION AND SEDIMENT CONTROL  
MEASURES PRIOR TO THE START OF ANY LAND CLEARING OR  
GRADING ACTIVITIES.
- APPLY TEMPORARY EROSION AND SEDIMENTATION CONTROL  
MEASURES AS SHOWN ON THE DRAWINGS AND/OR AS  
REQUIRED BY SESC PERMIT AND IMPLEMENT ADDITIONAL  
MEASURES AS DICTATED BY SITE CONDITIONS.
- ENSURE THAT ANY SEDIMENTATION RESULTING FROM WORK ON  
THIS SITE IS CONTAINED ON THE SITE AND NOT ALLOWED TO  
COLLECT ON ANY OFF-SITE AREAS OR IN WATERWAYS.
- LEAVE SLOPES IN A ROUGHENED CONDITION DURING THE  
GRADING PHASE TO REDUCE RUNOFF VELOCITIES AND  
EROSION.
- INSTALL SILT FENCE AROUND THE PERIMETER OF ON-SITE  
SOIL STOCKPILE AREAS IF RUNOFF CAN IMPACT A STABILIZED  
PART OF THE SITE, OR LEAVE THE SITE. ADDITIONALLY,  
INACTIVE PORTIONS OF THE STOCKPILE AREAS ARE TO BE  
STABILIZED AS REQUIRED BY PERMIT.
- IMPLEMENT TEMPORARY STABILIZATION MEASURES ON ANY  
DISTURBED AREAS WHERE CONSTRUCTION ACTIVITIES WILL NOT  
RESUME FOR 14 DAYS OR MORE. IMPLEMENTATION OF  
TEMPORARY STABILIZATION MEASURES MUST BE INITIATED  
IMMEDIATELY AND COMPLETED WITHIN SEVEN (7) DAYS FROM  
WHEN CONSTRUCTION ACTIVITIES TEMPORARILY CEASED ON ANY  
PORTION OF THE SITE. APPLY 3-5 LBS/1000 SFT.  
TEMPORARY SEED AND STRAW MULCH OVER DISTURBED AREA.
- TOPSOIL AND SEED ALL EXPOSED AREAS WITHIN SEVEN (7)  
CALENDAR DAYS FOLLOWING THE CONCLUSION OF FINAL  
GRADING IN THAT AREA.
- REGULARLY CHECK SEEDED AREAS TO SEE THAT A GOOD  
STAND OF VEGETATION IS "ESTABLISHED". VEGETATION WILL  
NOT BE CONSIDERED "ESTABLISHED" UNTIL 100% OF THE SOIL  
SURFACE IS UNIFORMLY COVERED WITH PERMANENT  
VEGETATION WITH A DENSITY OF 70% OR GREATER. FERTILIZE,  
WATER, RESEED AND MULCH AS NEEDED.
- MINIMIZE TRACKING OF SOIL AND SEDIMENT ONTO OFF-SITE  
ROADWAYS THROUGH THE USE OF APPROPRIATE MEASURES.  
IMMEDIATELY REMOVE ANY SOIL OR SEDIMENT TRACKED ONTO  
THE ROADWAYS.
- NO VEHICLES AND EQUIPMENT CLEANING IS ALLOWED AT  
LOCATIONS WHERE RUNOFF COULD FLOW DIRECTLY INTO A  
WATER COURSE OR DOWNSTREAM STORM SEWER.
- SITE SOILS: LOAM
- DISTANCE TO NEAREST WATERCOURSE: 100 FEET (SHIAWASSEE  
RIVER)

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023   CONSTRUCTION SET	
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Drawn By	BEV
Designer	BEV
Reviewer	NB
Manager	BWV

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221308

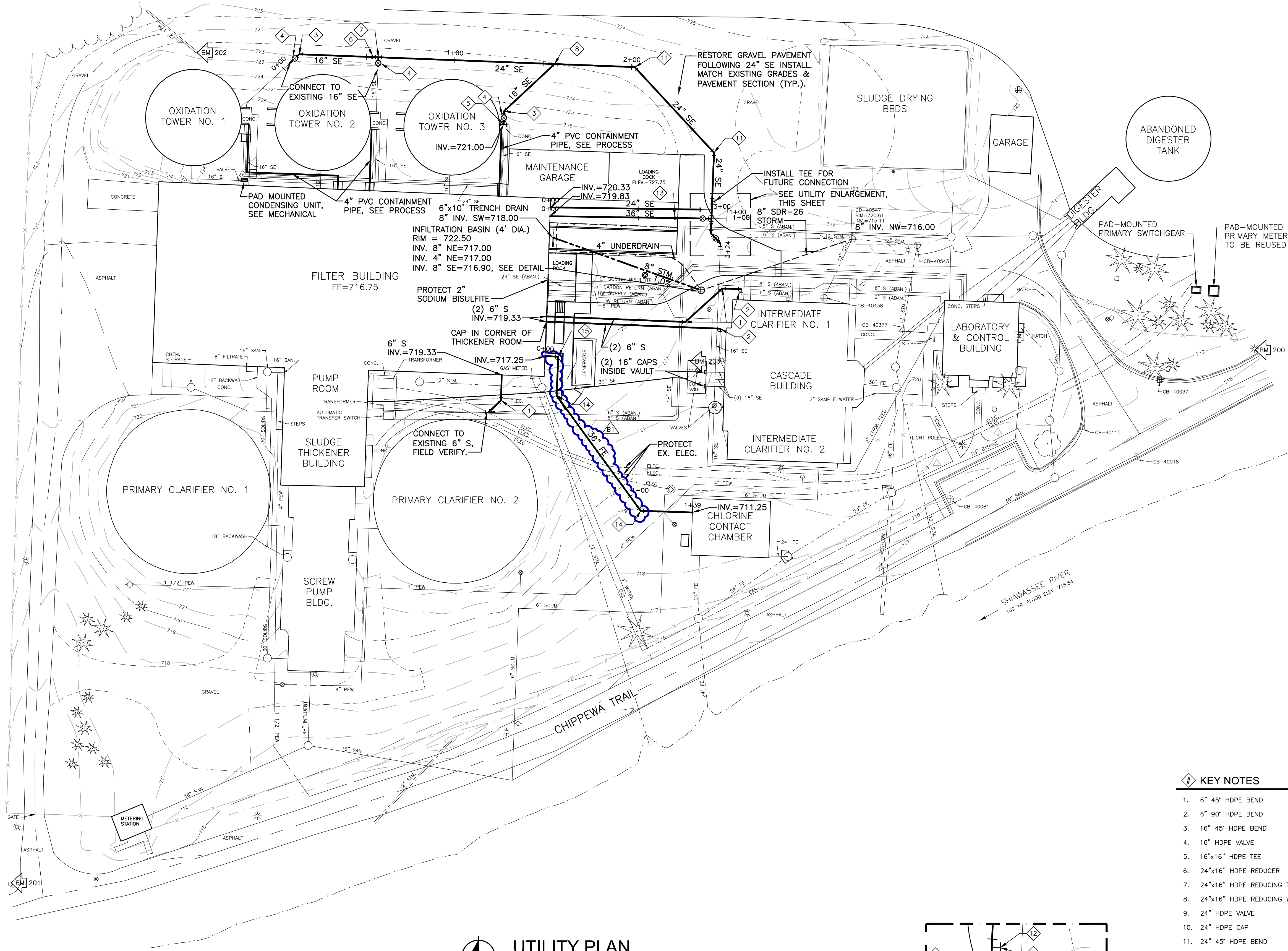
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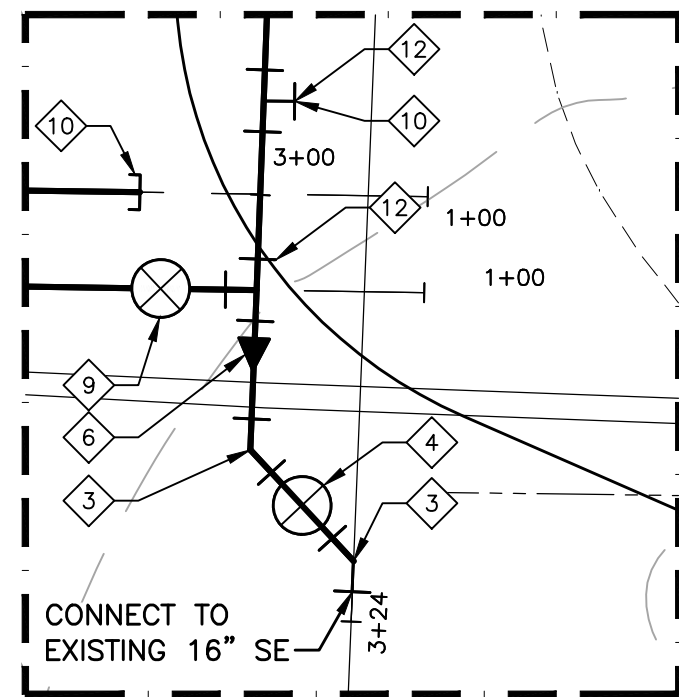
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**UTILITY PLAN**  
SCALE: 1" = 30'  
0 15 30 60



**UTILITY ENLARGEMENT**  
SCALE: 1" = 10'  
0 5 10 20

**KEY NOTES**

1. 6" 45° HDPE BEND
2. 6" 90° HDPE BEND
3. 16" 45° HDPE BEND
4. 16" HDPE VALVE
5. 16"x16" HDPE TEE
6. 24"x16" HDPE REDUCER
7. 24"x16" HDPE REDUCING TEE
8. 24"x16" HDPE REDUCING WYE
9. 24" HDPE VALVE
10. 24" HDPE CAP
11. 24" 45° HDPE BEND
12. 24"x24" HDPE TEE
13. 36"x24" HDPE REDUCER
14. 36" 45° HDPE BEND
15. 36" 90° HDPE BEND

**BENCH MARKS**

- BENCH MARK 200 ELEVATION: 718.71  
MAG NAIL ON WEST SIDE OF CONCRETE LIGHT POLE  
BASE EAST OF CHIPPEWA TRAIL, 80'± SOUTHEAST OF  
CENTERLINE OF SOUTH ENTRANCE DRIVE TO SITE
- BENCH MARK 201 ELEVATION: 716.43  
CHISELED X ON EAST-SOUTHEAST FLANGE BOLT OF  
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CULVERT NEAR NORTHEAST CORNER OF SITE, 10'±  
WEST OF GRAVEL DRIVE
- BENCH MARK 203 ELEVATION: 721.40  
MAG NAIL IN NORTHEAST CORNER OF CONCRETE PAD  
NORTH OF FLOCCULATION AND SETTLING TANK AREA AND  
80'± SOUTH OF THE SOUTHWEST CORNER OF MAIN BUILDING

**SYMBOL LEGEND**

- 8" SAN. SANITARY SEWER & MANHOLE
- 30" SE SECONDARY EFFLUENT
- 8" SI SECONDARY INFLUENT
- 36" FE FINAL EFFLUENT
- 6" S SLUDGE
- WYE & LEAD
- RISER & LEAD
- STANDARD SEWER CLEANOUT
- 12" STORM STORM SEWER & MANHOLE
- CATCH BASIN
- UNDERDRAIN
- 8" WATER WATER MAIN
- 6" PEW PROCESS EFFLUENT WATER
- VALVE & BOX
- VALVE & CHAMBER
- METER
- PLUG
- STANDARD FIRE HYDRANT ASSEMBLY
- CURB STOP & BOX
- GAS MAIN
- ELECTRIC
- TELEPHONE/FIBER OPTIC

**NOTES**

1. EXISTING UTILITIES LOCATIONS SHOWN ARE APPROXIMATE. FIELD VERIFY UTILITY LOCATION, CROSSINGS AND TIE IN POINTS BEFORE INSTALLATION.
2. VERIFY THE HORIZONTAL AND VERTICAL LOCATION OF EXISTING UTILITIES PRIOR TO EXCAVATION WHERE NECESSARY.
3. PROTECT AND MAINTAIN SERVICE OF OTHER UTILITIES AT CROSSINGS.
4. DO NOT CONNECT ROOF DRAINS, FOUNDATION DRAINS, AND OTHER CLEAN WATER SERVICES TO THE SANITARY SEWER.
5. END SECTIONS ARE INCLUDED IN PIPE LENGTHS SHOWN.
6. PROVIDE RIPRAP AT ALL END SECTIONS UNLESS OTHERWISE NOTED.
7. PROVIDE AND MAINTAIN INLET FILTERS AT ALL CATCH BASIN INLETS, DURING CONSTRUCTION.
8. WATER MAIN TO HAVE A MINIMUM OF 5.5 FEET OF COVER.
9. PROVIDE A MINIMUM OF EIGHTEEN (18) INCHES OF VERTICAL SEPARATION AND TEN (10) FEET OF HORIZONTAL SEPARATION BETWEEN THE WATER MAIN AND ALL SANITARY AND STORM SEWERS.
10. ADJUST ALL CASTINGS TO FINISH GRADES.
11. PIPE LENGTHS ARE TO CENTER OF STRUCTURES UNLESS NOTED OTHERWISE. ALL PIPE LENGTHS ARE FOR THE CONVENIENCE OF THE CONTRACTOR.
12. ALL PIPE SIZES ARE INTERIOR DIAMETER.

REVISONS		
5/26/2023	A1	ADDENDUM NO. 1
6/1/2023	A2	ADDENDUM NO. 2
10/5/2023	B1	BULLETIN NO. 1

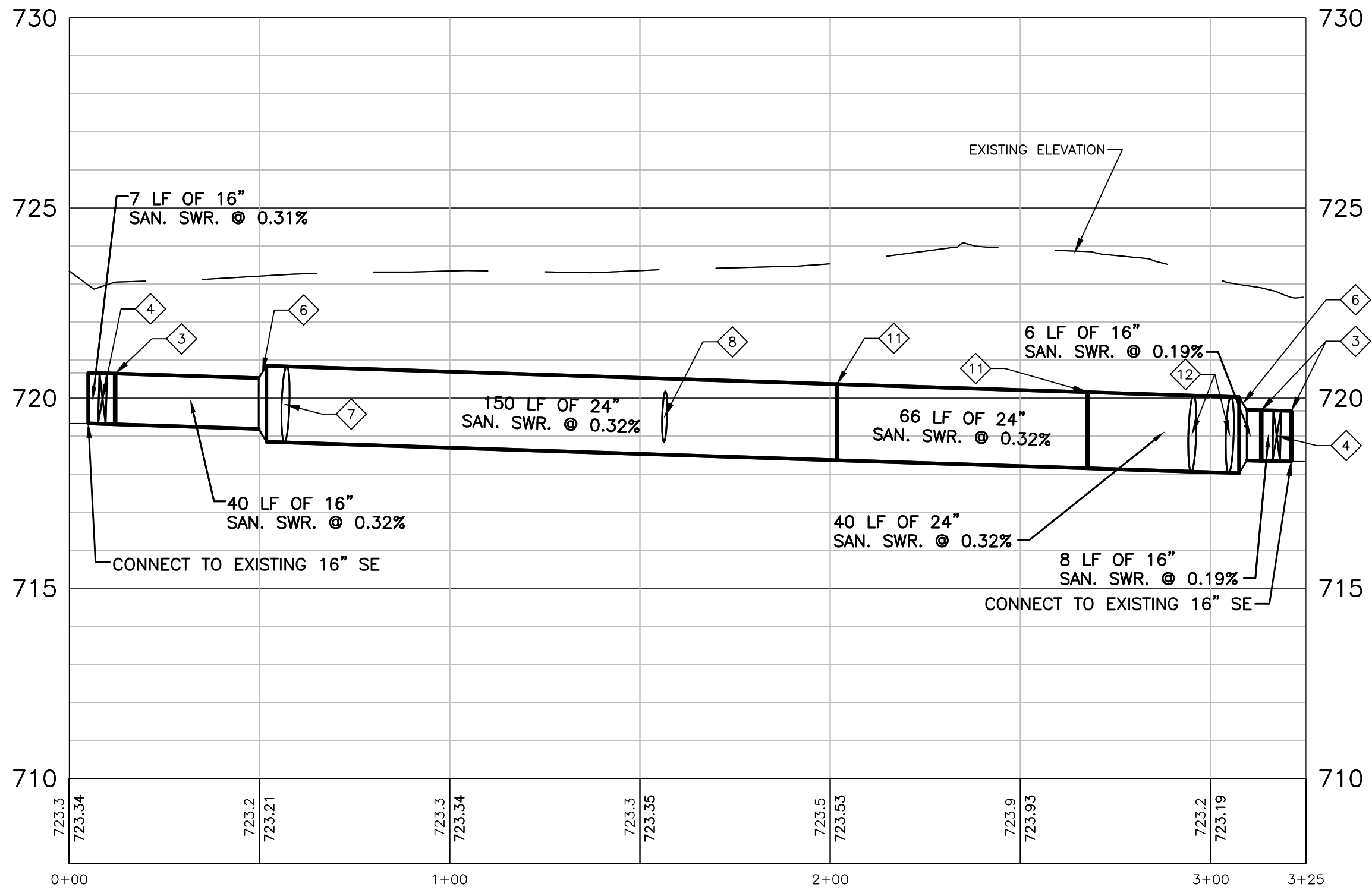
9/7/2023	CONSTRUCTION SET
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Drawn By	BEV
Designer	BEV
Reviewer	NB
Manager	BWV

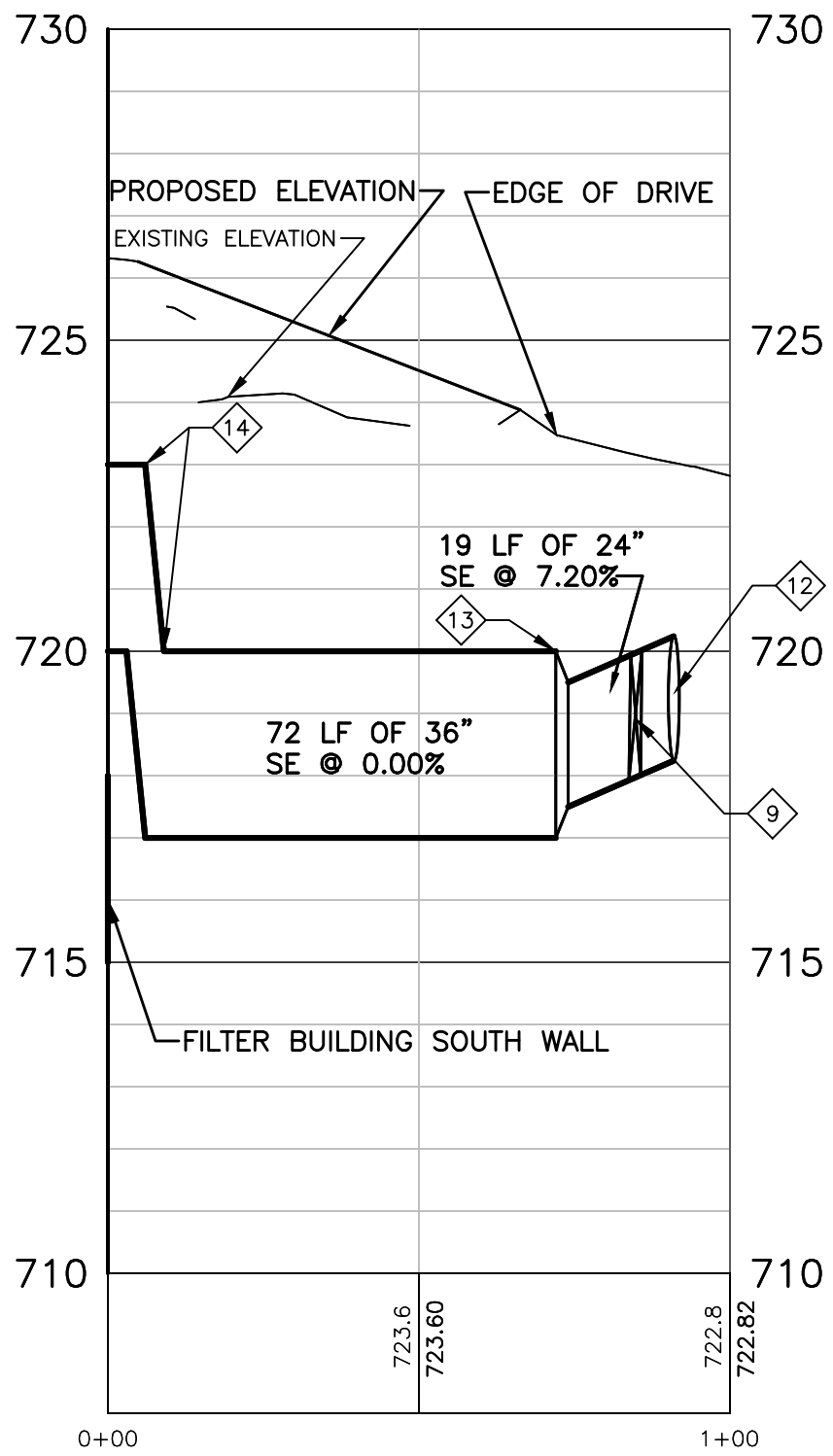
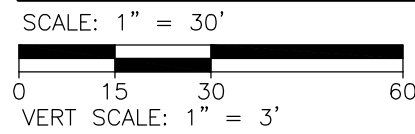
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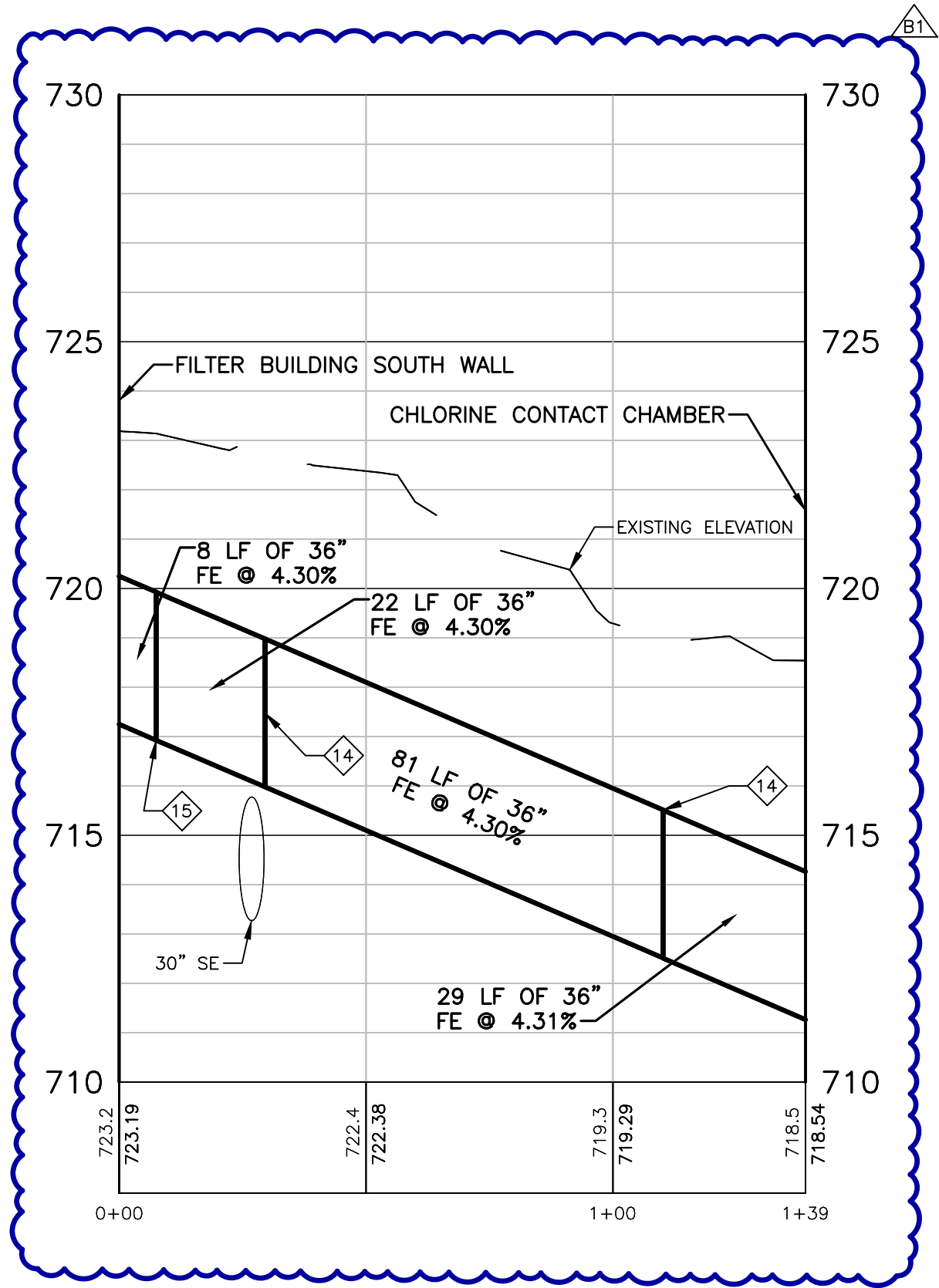
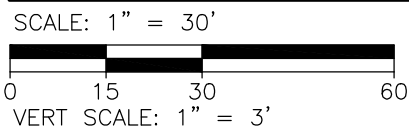
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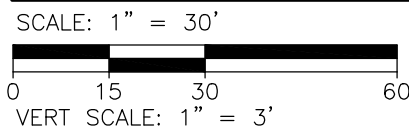
24" SECONDARY TOWER EFFLUENT



36" SECONDARY EFFLUENT

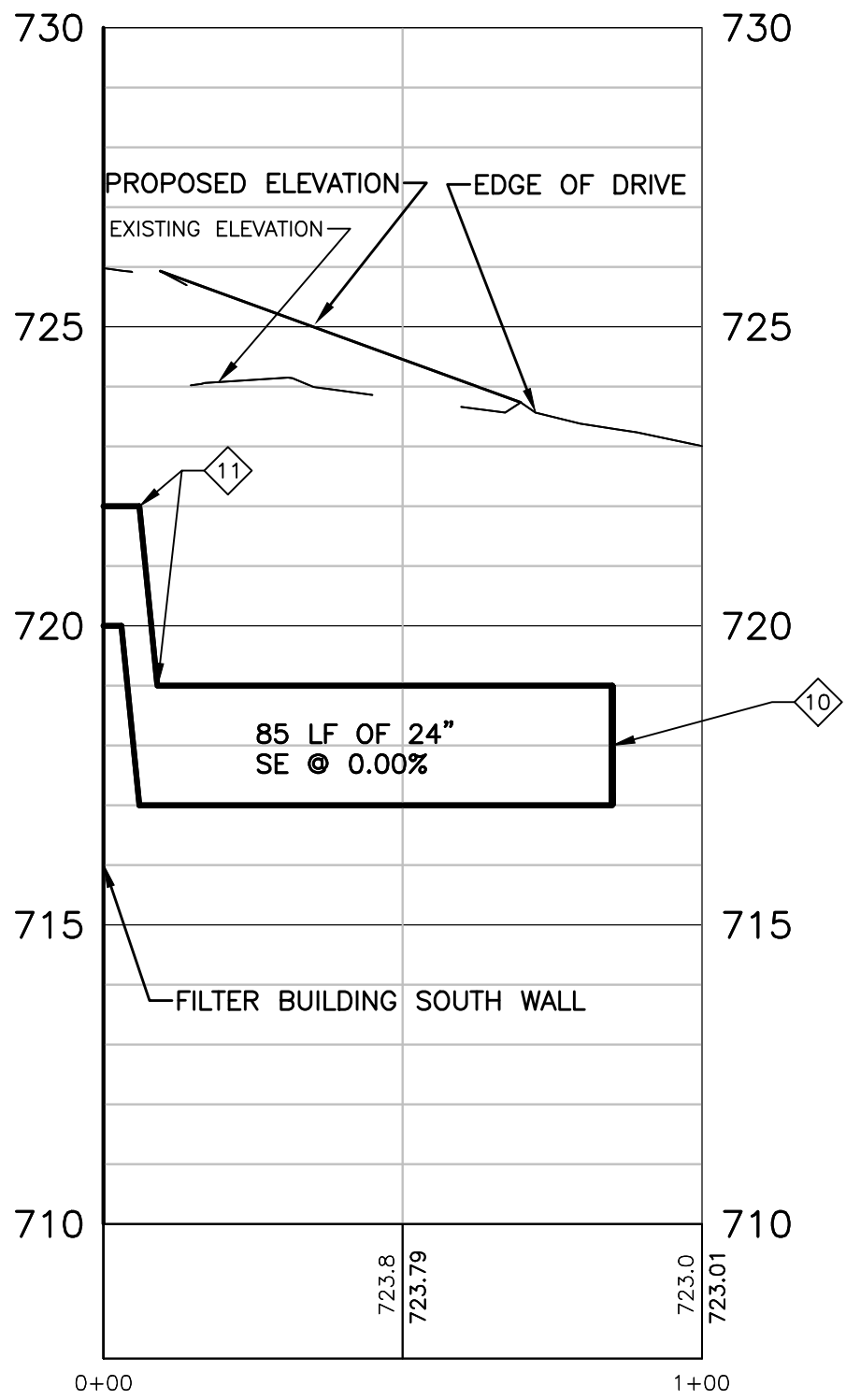


36" FINAL EFFLUENT

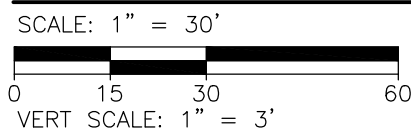


KEY NOTES

- 6" 45° HDPE BEND
- 6" 90° HDPE BEND
- 16" 45° HDPE BEND
- 16" HDPE VALVE
- 16"x16" HDPE TEE
- 24"x16" HDPE REDUCING TEE
- 24"x16" HDPE REDUCING WYE
- 24" HDPE VALVE
- 24" HDPE CAP
- 24" 45° HDPE BEND
- 24"x24" HDPE TEE
- 36"x24" HDPE REDUCER
- 36" 45° HDPE BEND
- 36" 90° BEND



24" SECONDARY EFFLUENT



REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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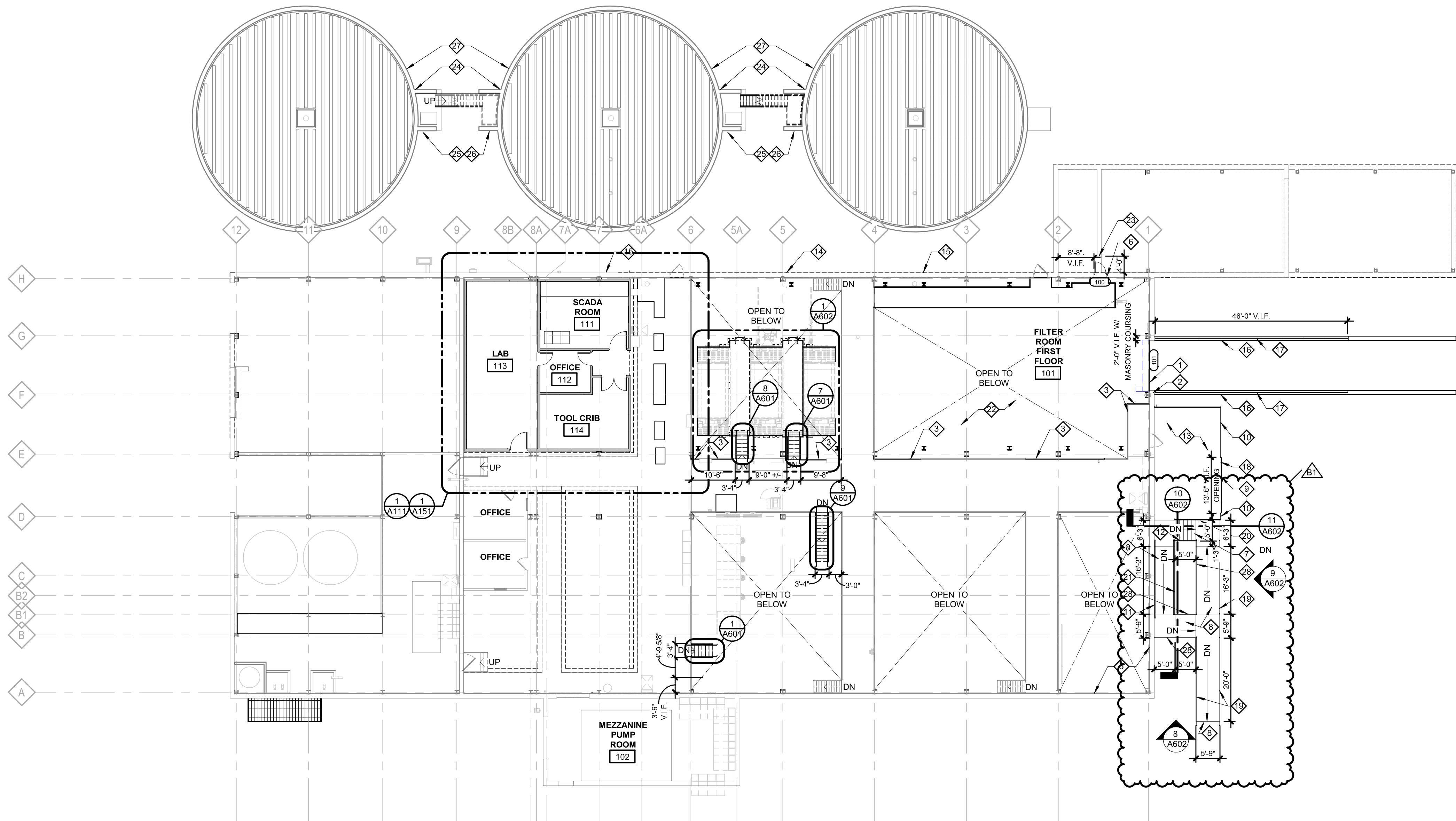
Drawn By	BEV
Designer	BEV
Reviewer	NB
Manager	BWV

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PROJECT NO.  
221308

SHEET NO.

C402



## OVERALL FIRST FLOOR PLAN

SCALE: 1/16" = 1'-0"

### FLOOR PLAN SYMBOL LEGEND

	INTERIOR WALL TYPE; REFER TO SHEET A201
	DOOR NUMBER
	METAL STUD WALL
	EXISTING WALL
	EXISTING DOOR
	NEW DOOR
	FLOOR DRAIN; REFER TO MECHANICAL
	STEEL LADDER, WALL MOUNTED
	ROOF HATCH ABOVE
	CONCRETE WALK; REFER TO CIVIL
	LOUVER; REFER TO MECHANICAL

### GENERAL NOTES

- COORDINATE ALL WORK INDICATED PER THE PROJECT MANUAL AND DRAWINGS - NOTE: THE MOST STRINGENT REQUIREMENT OR MORE COSTLY WORK SHALL GOVERN WHERE CONFLICTS OCCUR.
- IF AREAS WITHIN THE BUILDING ARE TO REMAIN OCCUPIED, PROVIDE AND MAINTAIN CONSTRUCTION BARRIER BETWEEN CONSTRUCTION AND OCCUPIED AREA.
- COORDINATE PHASING AND SEQUENCING OF THE WORK TO MAINTAIN BUILDING SECURITY AND WEATHER TIGHTNESS.
- ALL EX. FIELD CONDITIONS PERTAINING TO THE EX. BUILDING CONSTRUCTION INCLUDING BUT NOT LIMITED TO: DIMENSIONS, WALL CONSTRUCTION, WALL CAVITIES, CONCEALED STRUCTURE, ETC. ARE TO BE VERIFIED IN FIELD PRIOR TO CONSTRUCTION. NOTIFY OWNER AND ARCHITECT IN WRITING IF CONDITIONS DIFFER FROM DRAWINGS OR IF UNFORESEEN CONDITIONS OCCUR. COMMENCEMENT OF WORK WITHOUT NOTIFYING OWNER AND ARCHITECT IN WRITING CONSTITUTES ACCEPTANCE OF CONDITIONS.
- COORDINATE ALL CUT, PATCH, AND REPAIR WORK WITH ALL OTHER TRADES, INCLUDING PROCESS, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS. PATCHING OF FINISHES SHALL EXTEND TO NEAREST NATURAL BREAK OR SURFACE TERMINATION FOR A CLEAN, UNBLEMISHED APPEARANCE AT THE END OF CONSTRUCTION.
- PATCH, REPAIR AND PAINT ALL DAMAGED, DENTED, DETERIORATED, ETC. EX. CMU WALLS, PLASTER AND GYPSUM BOARD WALLS WITHIN AREA OF WORK WHICH ARE TO REMAIN AND ARE SCHEDULED TO BE PAINTED, REFER TO SCHEDULES.
- ALL DIMENSIONS ON FLOOR PLANS ARE SHOWN TO FINISHED FACE OF WALL, UNLESS OTHERWISE NOTED, REFER TO ENLARGED FLOOR PLANS, SECTIONS, AND DETAILS FOR OTHER DIMENSIONS.
- REFER TO STRUCTURAL DRAWINGS FOR ALL STEEL SHAPES AND SIZES.
- COORDINATE FIXTURES WITH PROCESS, MECHANICAL AND ELECTRICAL DRAWINGS.
- REFER TO PROCESS, MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR COMPLETE LISTING OF ALL INTERIOR PENETRATIONS, EXTERIOR WALL PENETRATIONS, AND NEW INTERIOR EQUIPMENT.
- ALL BLOCKING / SHEATHING SHALL BE EXTERIOR GRADE.
- COORDINATE INSTALLATION OF FLASHING TO PROVIDE CONTINUITY, END DAMS, AND TERMINATIONS THAT DIRECT MOISTURE OUT OF THE BUILDING; COORDINATE WITH BUILDING AIR / MOISTURE BARRIER SYSTEMS.
- AT ALL LOCATIONS WHERE EX. FIREPROOFING (SPRAY-ON AND / OR OTHERWISE) HAS BEEN DISTURBED FOR DEMOLITION AND NEW WORK - NEW FIREPROOFING IS TO BE PROVIDED TO MEET REQUIRED RATING ONCE NEW WORK CONSTRUCTION HAS BEEN COMPLETED.
- PROVIDE MODIFICATION/REPAIR/REPLACEMENT OF EXISTING CONSTRUCTION AND FINISHES THAT ARE REQUIRED TO BE REMOVED FOR COMPLETION OF NEW WORK.
- CORE EXISTING WALLS (CORE TO NOT BE BIGGER THAN NECESSARY FOR PENETRATION AND CUT CLEANLY) AS REQUIRED FOR NEW PIPE, CONDUIT OR DUCT INSTALLATION. REFER TO PROCESS, MECHANICAL, PLUMBING, AND ELECTRICAL FOR LOCATIONS.

### KEY NOTES

- NEW MOTORIZED COILING INSULATED OVERHEAD DOOR; REFER TO DOOR SCHEDULE.
- TOOTH-IN BRICK VENEER WITH CMU BACK-UP W/ THE (BRICK VENEER TO MATCH EX. ADJACENT BRICK VENEER SIZE, COLOR, TEXTURE, COURSING AND MORTAR) AT JAMB FOR NEW OVERHEAD DOOR OPENING.
- NEW STEEL GUARDRAIL INFILL (OWNER PAINTED), WHERE EXISTING CATWALK REMOVED/REWORKED, GUARDRAIL TO MATCH EX. ADJACENT GUARDRAIL HEIGHT AND CONFIGURATION AND SHALL EXTEND FROM EX. POST TO EX. POST.
- REMOVABLE STAINLESS STEEL SAFETY CHAIN (WITH EYELETS AND CLASP) BETWEEN GUARDRAILS AT UPPER RAIL.
- PAINT EXISTING CMU WALLS.
- TOOTH-IN NEW CMU END UNITS AT JAMB FOR NEW DOOR OPENING AND AT HEAD AROUND LINTEL. REFER TO STRUCTURAL FOR LINTEL INFORMATION AND DETAILS.
- NEW STAIR; REFER TO CIVIL FOR STAIR SLOPE, LOCATION, AND SIZE.
- NEW RAMP; REFER TO CIVIL FOR RAMP SLOPE, LOCATION, AND SIZE.
- REINSTALL RELOCATED WOOD BUMPER, MOUNT CENTERED ON OVERHEAD DOOR, MOUNT AT SAME HEIGHT AS PREVIOUSLY REMOVED BUMPER WITH NEW GALVANIZED STEEL MOUNTING HARDWARE.
- NEW GALVANIZED STEEL GUARDRAIL MOUNTED ON TOP OF EXISTING CONCRETE TRUCK DOCK, REFER TO GUARDRAIL DETAIL ON A202 FOR ADDITIONAL INFORMATION.
- NEW WALL MOUNTED ALUMINUM HANDRAIL WITH 1' EXTENSIONS AT TOP AND BOTTOM LANDINGS, MOUNT AT 36" A.F.F.
- NEW ALUMINUM GUARDRAIL WITH HANDRAIL (PROVIDE 1' HANDRAIL EXTENSION AT BOTTOM LANDING), TOP MOUNTED TO NEW CONCRETE STEPS.
- EPOXY PATCH CONCRETE SLAB WHERE GUARDRAIL POSTS WERE REMOVED, LEVEL PATCHING COMPOUND TO MATCH CONCRETE SLAB HEIGHT.
- PROVIDE EXTERIOR ESCUTCHEON PLATE AND SEALANT (BOTH SIDES OF WALL) AROUND NEW PROCESS PENETRATION THRU MASONRY WALL. REFER TO 3/A201 TYPICAL PENETRATION DETAIL.
- AT NEW PROCESS PENETRATION, PROVIDE PIPE PENETRATION BOOT FLASHING AND SEAL TIGHT AGAINST EX. METAL SIDING, REFER TO ARCHITECTURAL FOR TYPICAL DETAIL.
- NEW REINFORCED CONCRETE RETAINING WALL, REFER TO STRUCTURAL.
- NEW ALUMINUM GUARDRAIL, MOUNTED ON TOP OF RETAINING WALL (GUARDRAIL TO RUN FULL LENGTH OF UPPER RETAINING WALL STEP), REFER TO GUARDRAIL DETAIL ON A202 FOR ADDITIONAL INFORMATION.
- PROVIDE REMOVABLE ALUMINUM CHAIN (FULL LENGTH OF OPENING) AT TOP AND HALF WAY POINT OF GUARDRAIL POST.
- NEW ALUMINUM HANDRAIL WITH 1' EXTENSION AT BOTTOM LANDING, MOUNTED ON TOP OF NEW CONCRETE RAMP.
- NEW ALUMINUM HANDRAIL WITH 1' EXTENSIONS AT BOTTOM LANDING, WALL MOUNT TO CONCRETE TRUCK DOCK AND RETURN TO TRUCK DOCK GUARDRAIL, MOUNT AT 36" A.F.F.
- NEW ALUMINUM GUARDRAIL WITH HANDRAIL, TOP MOUNTED TO NEW CONCRETE RAMP.
- NEW CRANE BEAM WITH SUPPORTS AND BRACING, ABOVE, PAINT SUPPORTS AND BRACING AND REFER TO STRUCTURAL FOR DETAILS AND INFORMATION.
- TOOTH-IN NEW CMU END UNITS AT JAMB FOR NEW ARCHED OPENING AND AT HEAD AROUND NEW LINTEL. BOTTOM OF NEW STEEL LINTEL IS TO MATCH BOTTOM OF EX. REMOVED MASONRY LINTEL HEIGHT, REFER TO DETAIL 12/2/202 FOR SIMILAR HEAD DETAIL AND TO STRUCTURAL FOR LINTEL INFORMATION / DETAILS.
- INSTALL NEW FLASHING AT ALUMINUM DOME TO STEM WALL TRANSITION, TYPICAL ALL LOCATIONS, REFER TO FIGURE 6 ON S110 FOR DETAILS AND INFORMATION.
- TUCKPOINT MORTAR AT CAP STONES AND AROUND STEEL CHANNEL, TYPICAL ALL LOCATIONS, REFER TO FIGURE 5 ON S110 FOR DETAILS AND INFORMATION.
- PROVIDE NEW SEALANT JOINT W/ BACKER ROD AROUND ENTIRE STEEL CHANNEL, TYPICAL ALL LOCATIONS, REFER TO FIGURE 5 ON S110 FOR DETAILS AND INFORMATION.
- PROVIDE NEW ROOF FLASHING AROUND PERIMETER OF ENTIRE ALUMINUM DOME ROOF AND MODIFY INTERIOR FLASHING PROFILE AT ROOF PANEL POINTS, REFER TO DETAILS A AND B ON A201 FOR DETAILS AND INFORMATION.
- NEW ALUMINUM HANDRAIL, MOUNTED ON TOP OF NEW CONCRETE RAMP, TIE HANDRAIL INTO ADJACENT HANDRAIL(S) AT LANDINGS / CHANGE IN HANDRAIL DIRECTION

### VALUE ENGINEERED

- NOTES:
- WORK ON ALL OXIDATION TOWERS WILL BE REMOVED FROM THIS PHASE.
  - TERTIARY FILTER TF-1 WILL BE REMOVED FROM THIS PHASE.
  - ALL WORK ASSOCIATED WITH THE LIFT STATION SCADA WILL BE REMOVED FROM THIS PHASE.
  - ALL WORK ASSOCIATED WITH THE INSTALLATION OF CAMERA'S WILL BE REMOVED FROM THIS PHASE.

City of Owosso

Shiawassee County, Michigan

WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By CLF / AEH

Designer CLF

Reviewer MPW

Manager BWL

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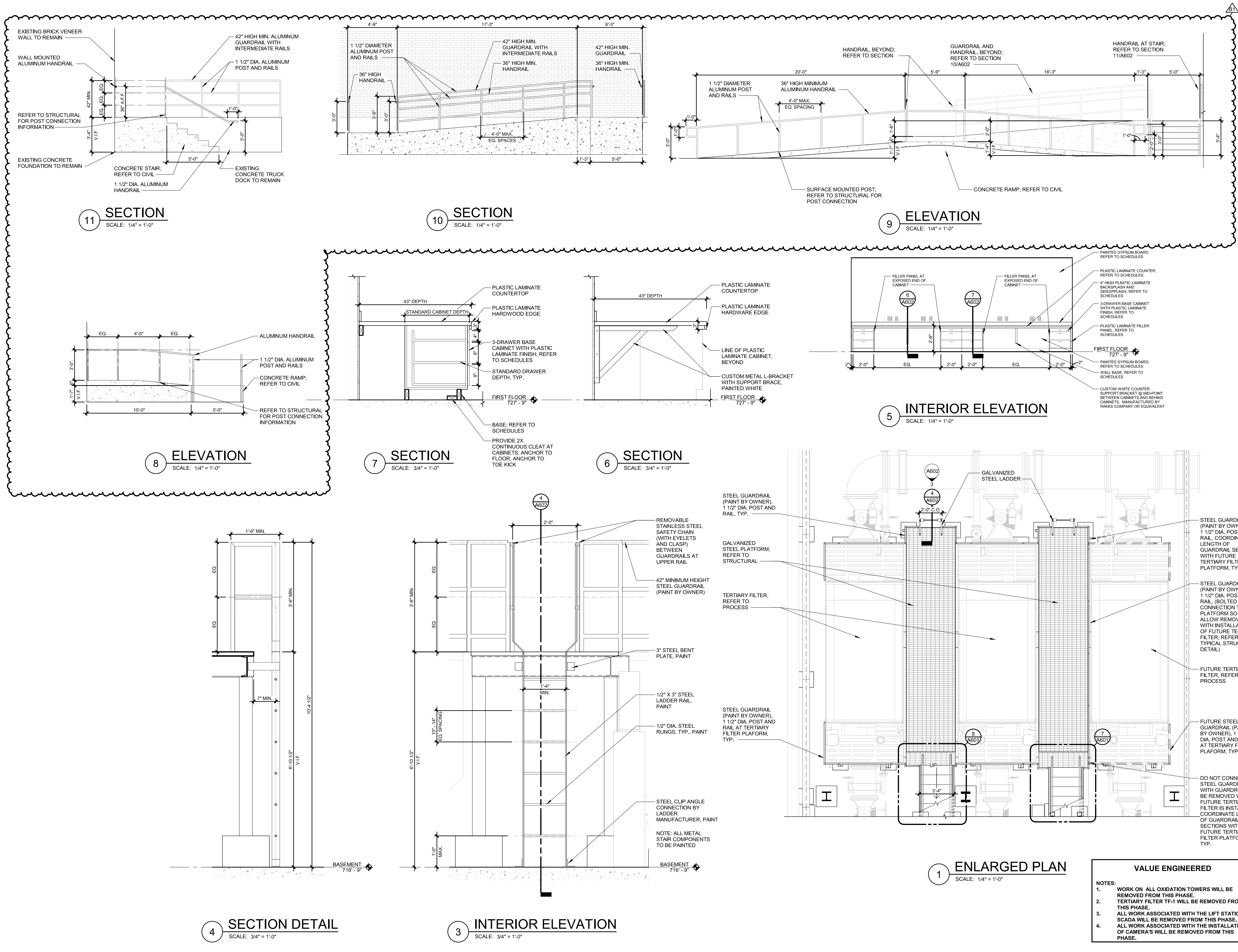
PROJECT NO.

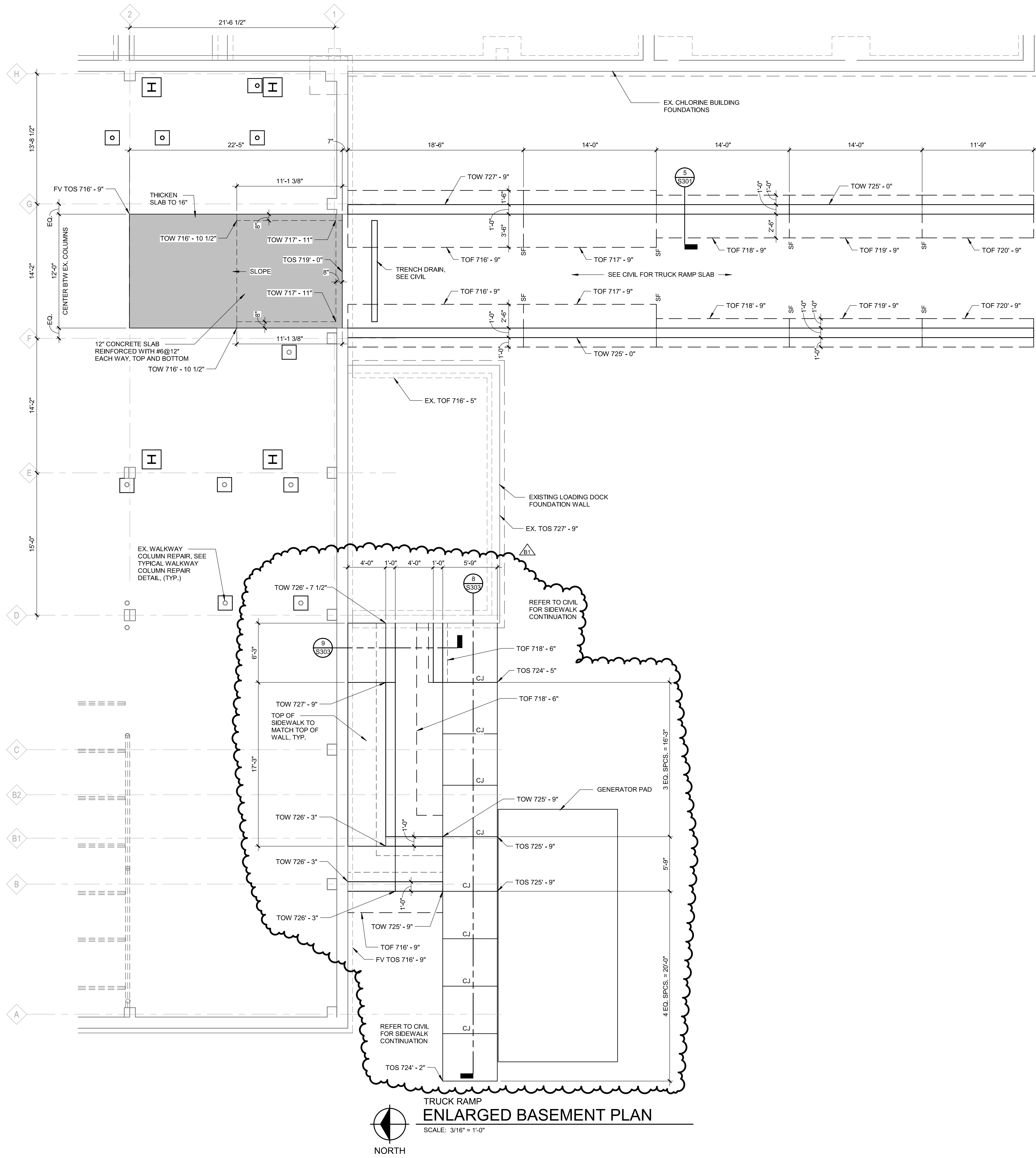
221308

SHEET NO.

A102

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NOTES

1. RAMP CONTROL JOINTS SHALL BE SAWCUT OR TOOLED IN. THE TOP LAYER OF REINFORCEMENT MAY BE CUT IF JOINTS ARE SAWCUT. STOP AND START THE TOP LAYER OF REINFORCEMENT AT JOINTS IF JOINTS ARE TOOLED IN.

REVISIONS		
10/6/2023	B1	BULLETIN No. 1

9/7/2023	CONSTRUCTION SET
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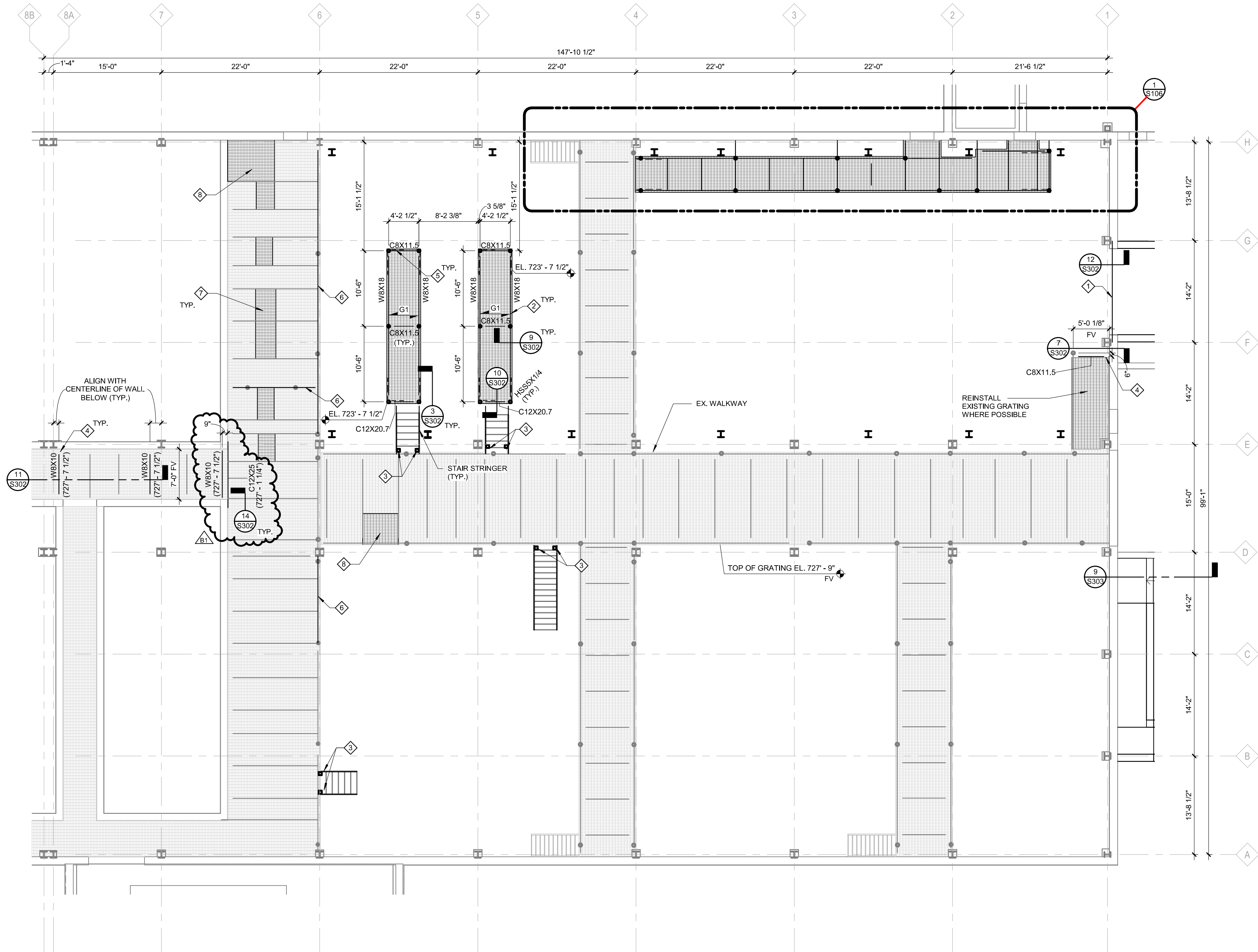
Drawn By RJM  
Designer NML  
Reviewer ESD  
Manager BWV

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PROJECT NO.  
221308

SHEET NO.

S104



## FIRST FLOOR FRAMING PLAN

SCALE: 1/8" = 1'-0"

### NOTES

- COORDINATE EXACT LOCATIONS AND DIMENSIONS OF WALKWAYS BETWEEN DISC FILTERS WITH FILTER MFR. BEFORE CONSTRUCTION AND FABRICATION.
- TOP OF STEEL ELEVATION FOR WALKWAY SUPPORTS IS 727'-7 1/2" TO MATCH EXISTING GRATING SUPPORT UNLESS NOTED OTHERWISE.

### KEY NOTES

- INSTALL HSS8X6X1/4 STEEL LINTEL ABOVE OPENING. SUPPORT BRICK WITH L6X4X5/16 ANGLE WELDED TO HSS. REFER TO ARCHITECTURAL FOR DOOR DIMENSIONS AND FINISHING DETAILS.
- SPLICE W8X18 WHERE REQUIRED, REFER TO TYPICAL WALKWAY BEAM SPLICE DETAIL.
- HSS STAIR SUPPORT COLUMN. STAIRS SHALL BE DESIGNED AS ISOLATED FROM THE EXISTING WALKWAY STEEL.
- REFER TO TYPICAL CONNECTION DETAIL A FOR BEAM CONNECTION TO WALL.
- L4x4x1/4 DIAGONAL BRACE.
- REPLACE WALKWAY BEAM TO MATCH EXISTING. SEE DEMO SHEETS FOR DIMENSIONS. REINSTALL SUPPORTING COLUMNS.
- REPLACE GRATING AROUND REMOVED PIPE PENETRATIONS TO MATCH EXISTING, APPROXIMATELY 65 SQ. FT.
- REPLACE GRATING WITH REMOVABLE SECTION, 65 SQ. FT.

REVISIONS		
10/5/2023	B1	BULLETIN No. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RJM  
Designer NML  
Reviewer ESD  
Manager BWV

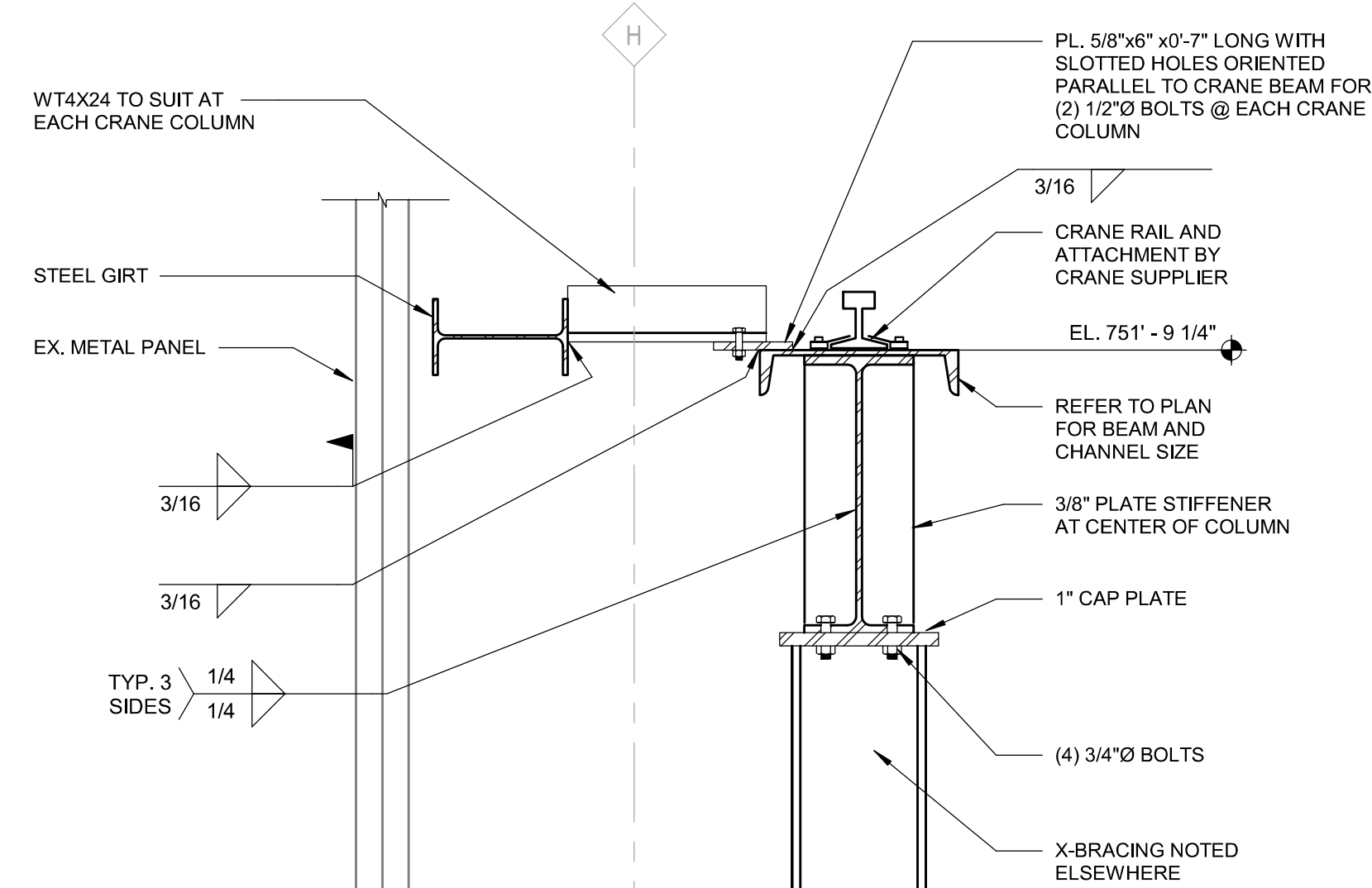
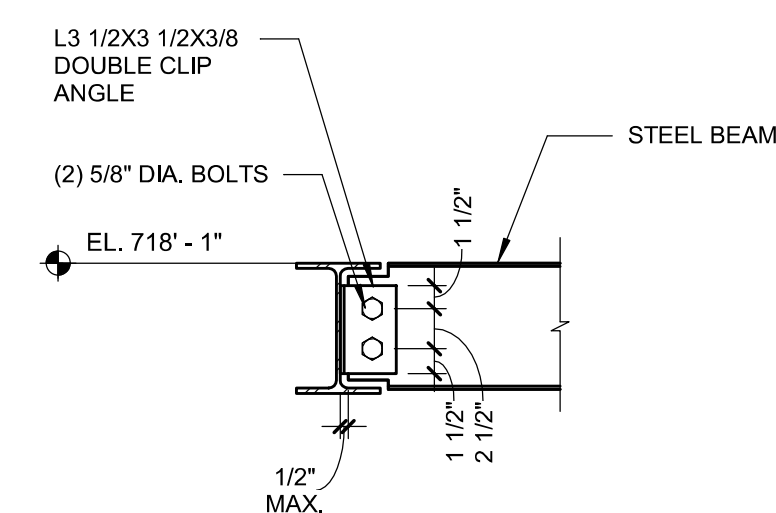
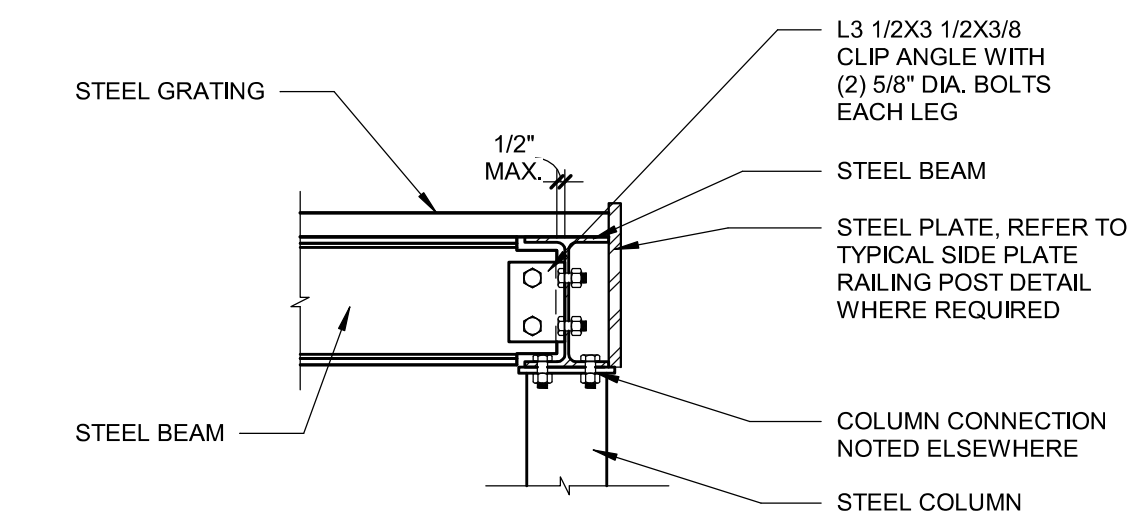
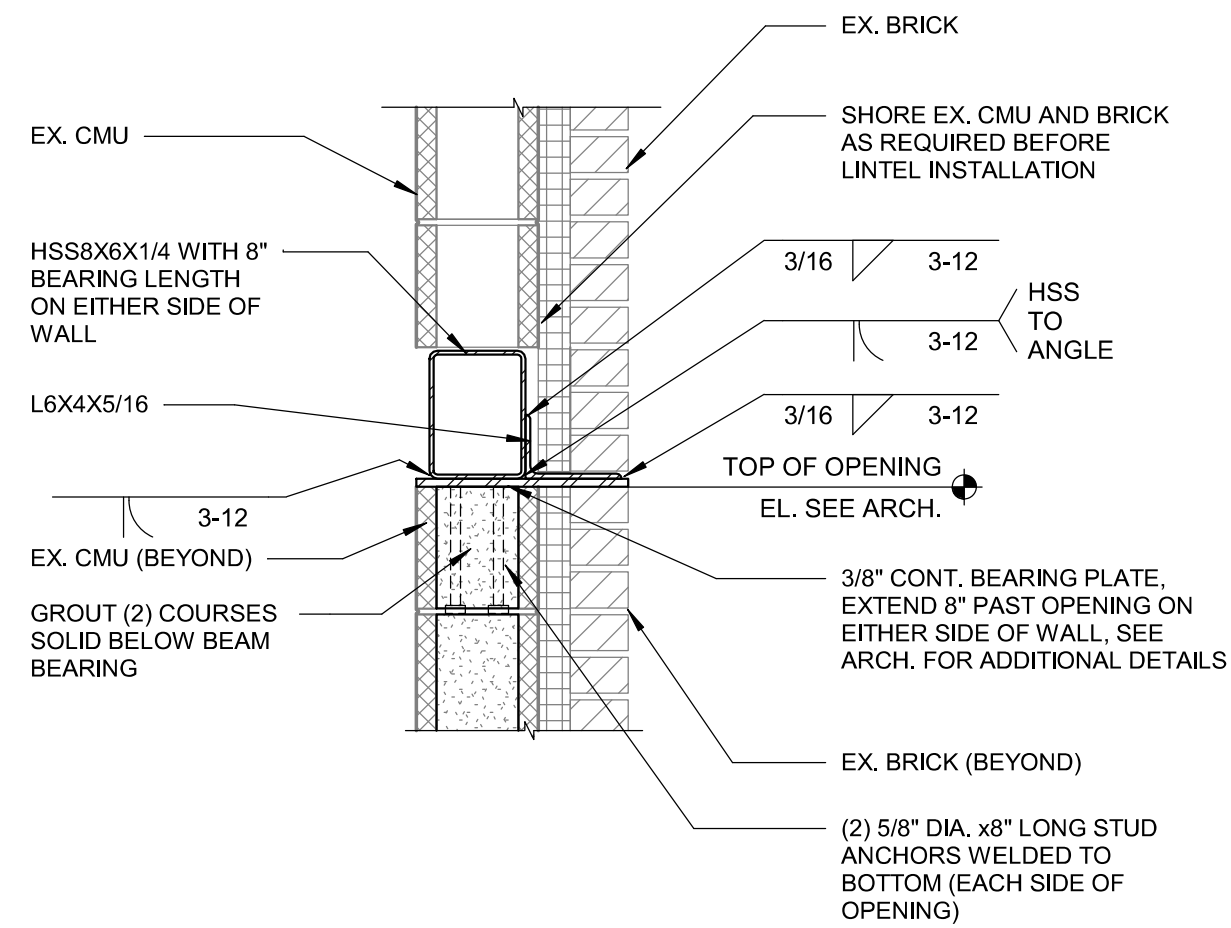
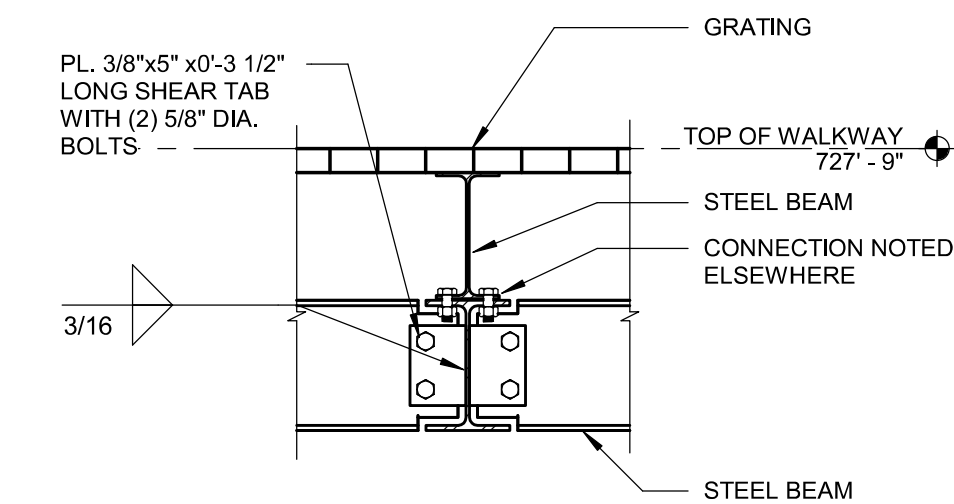
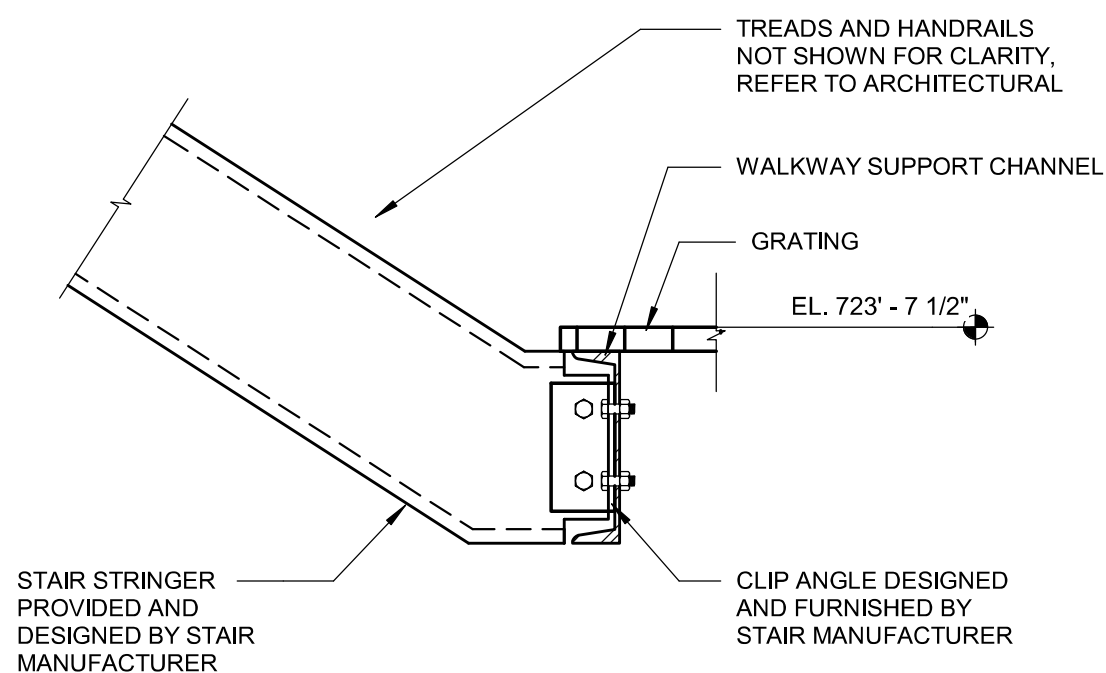
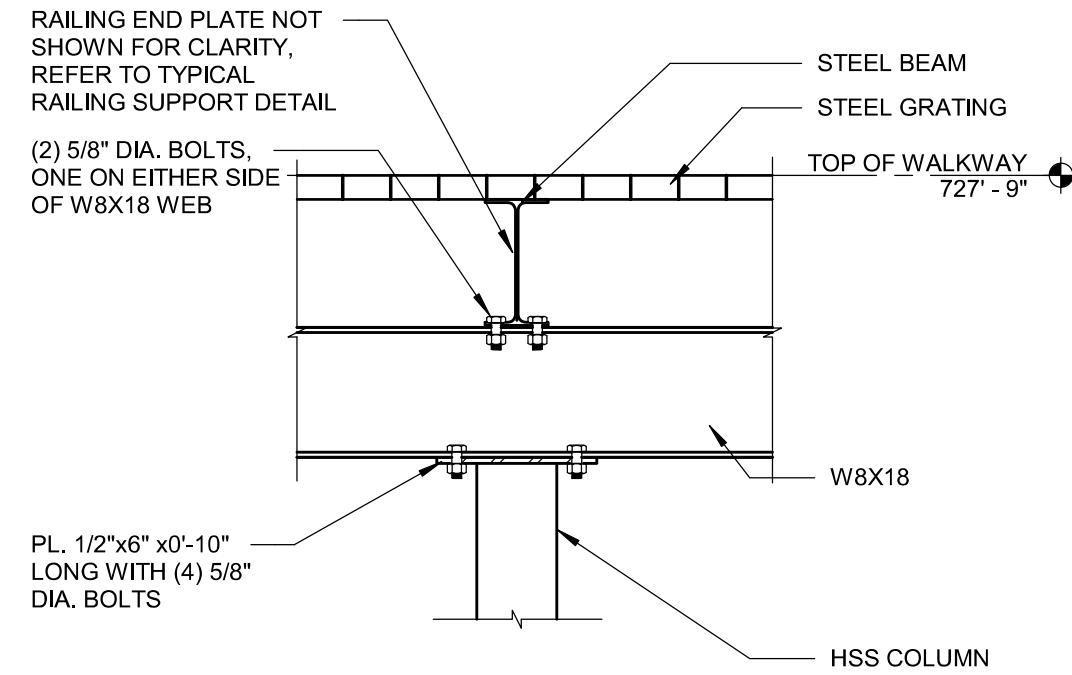
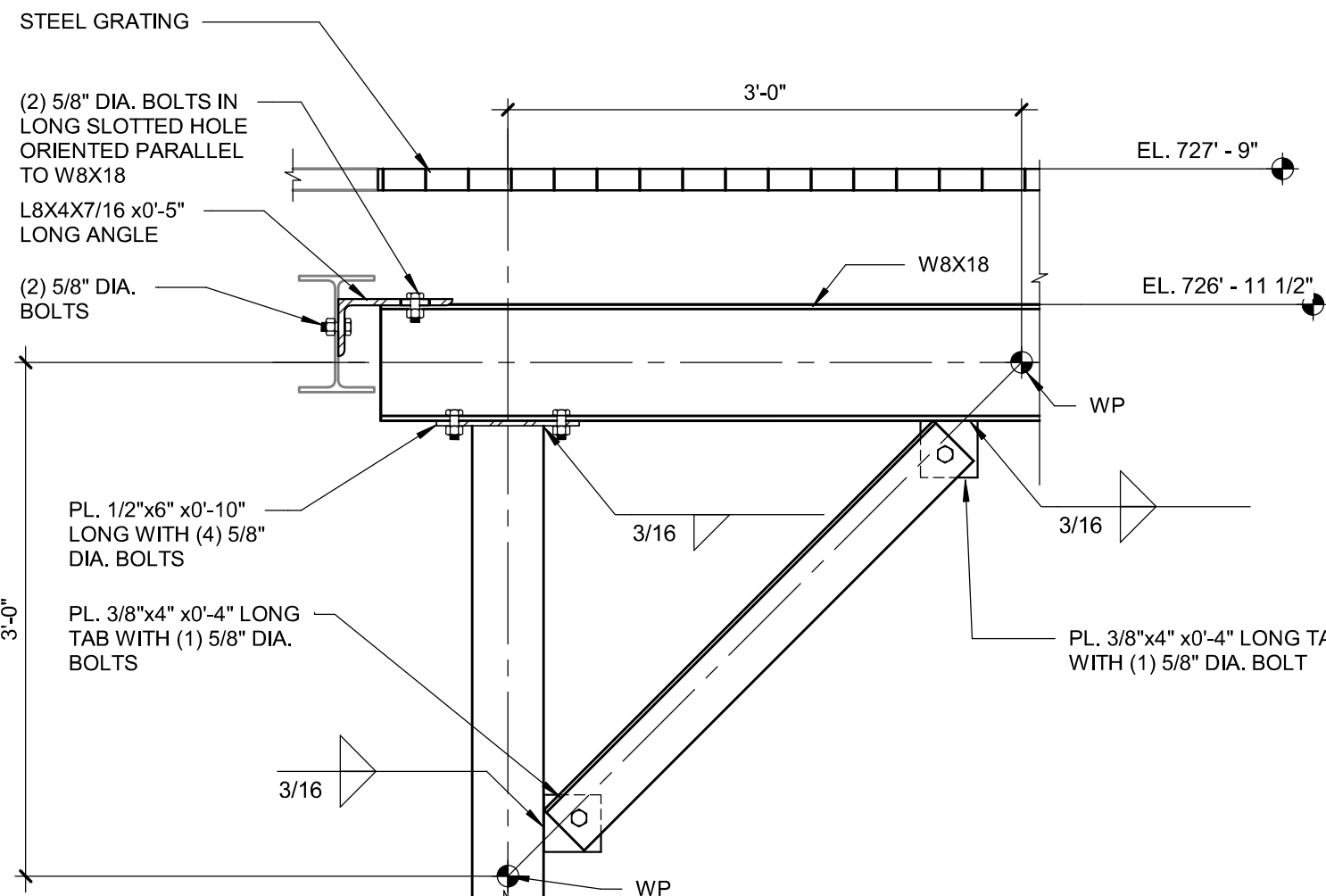
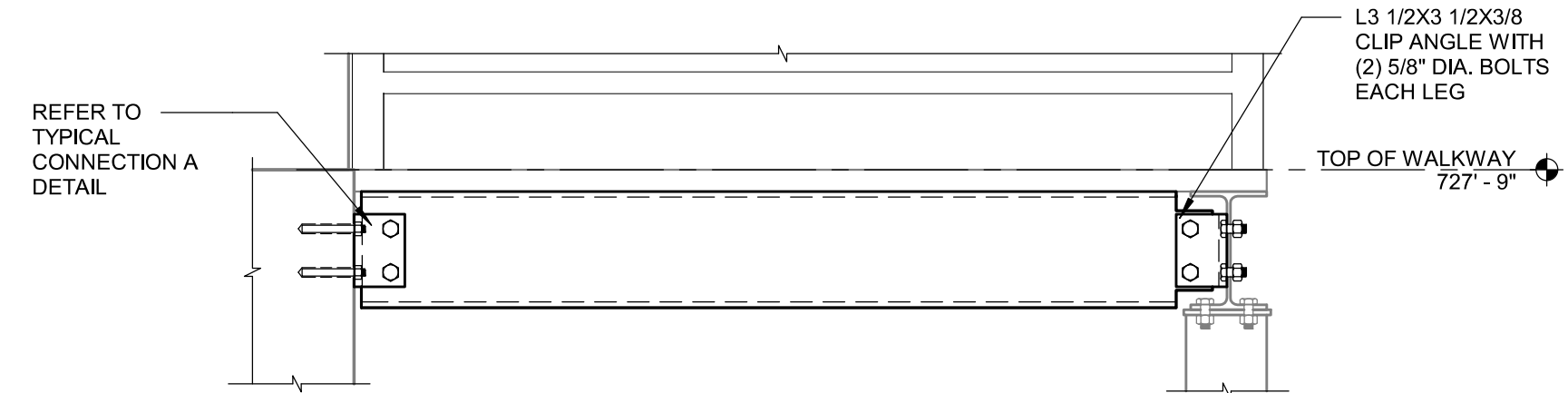
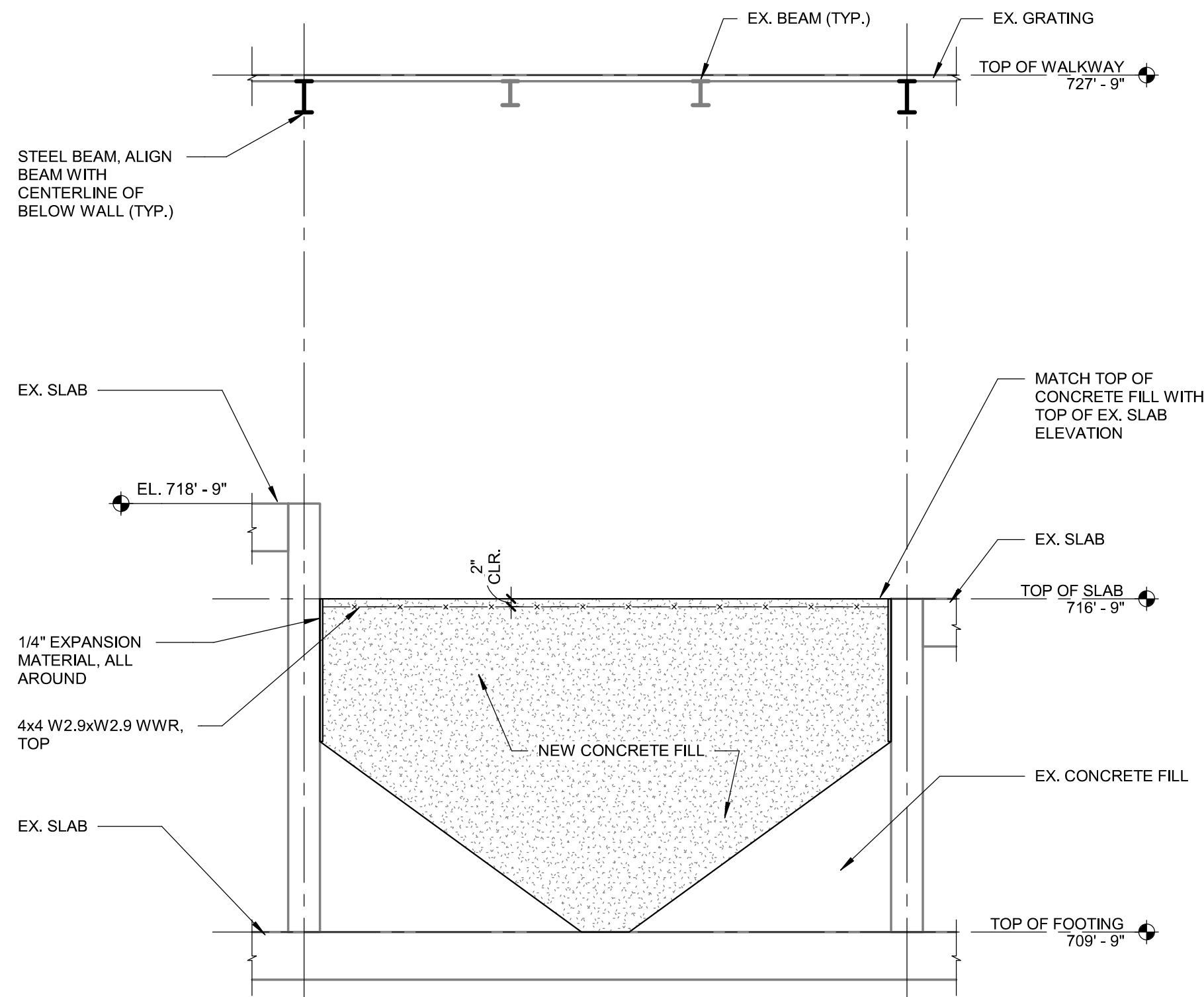
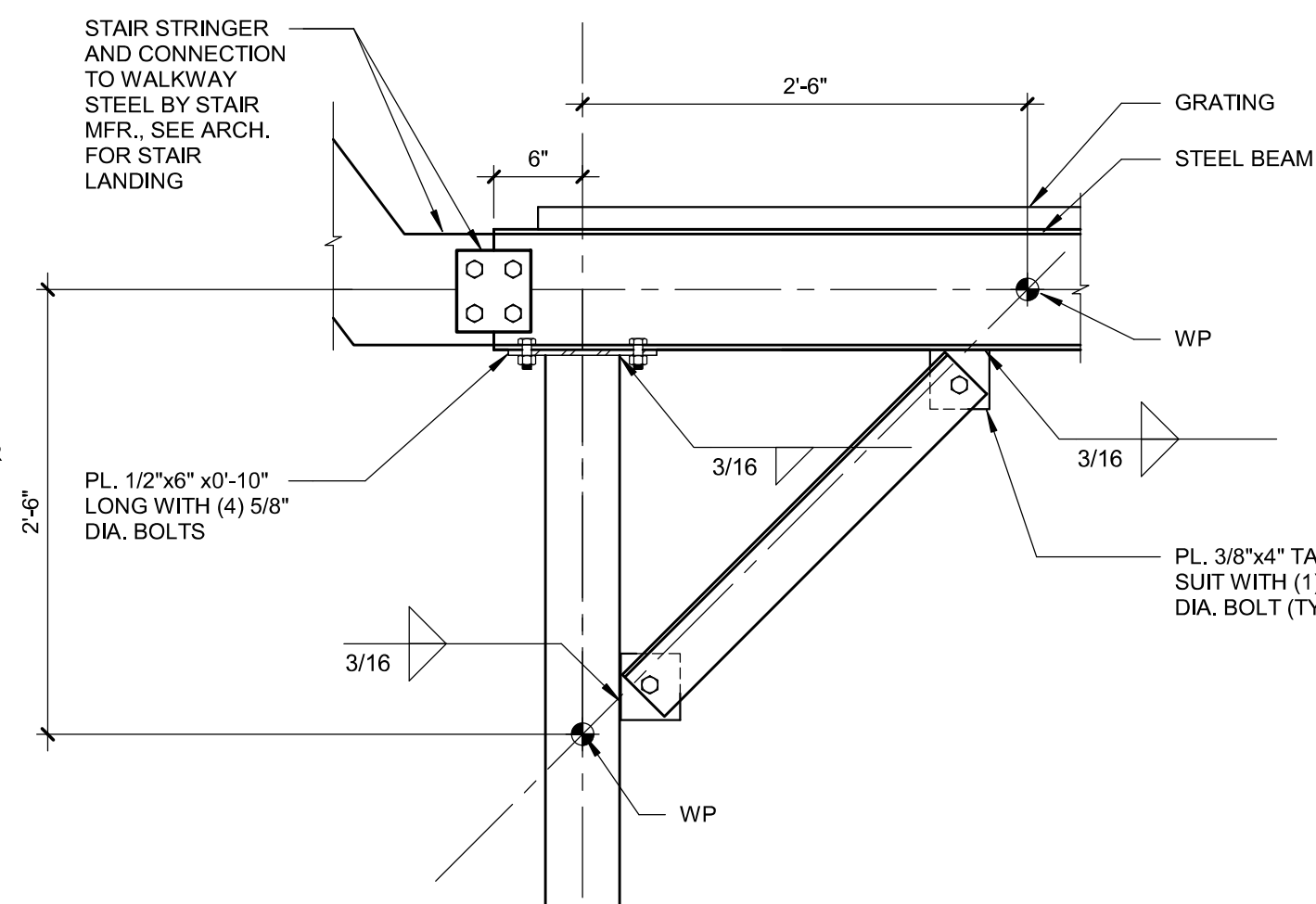
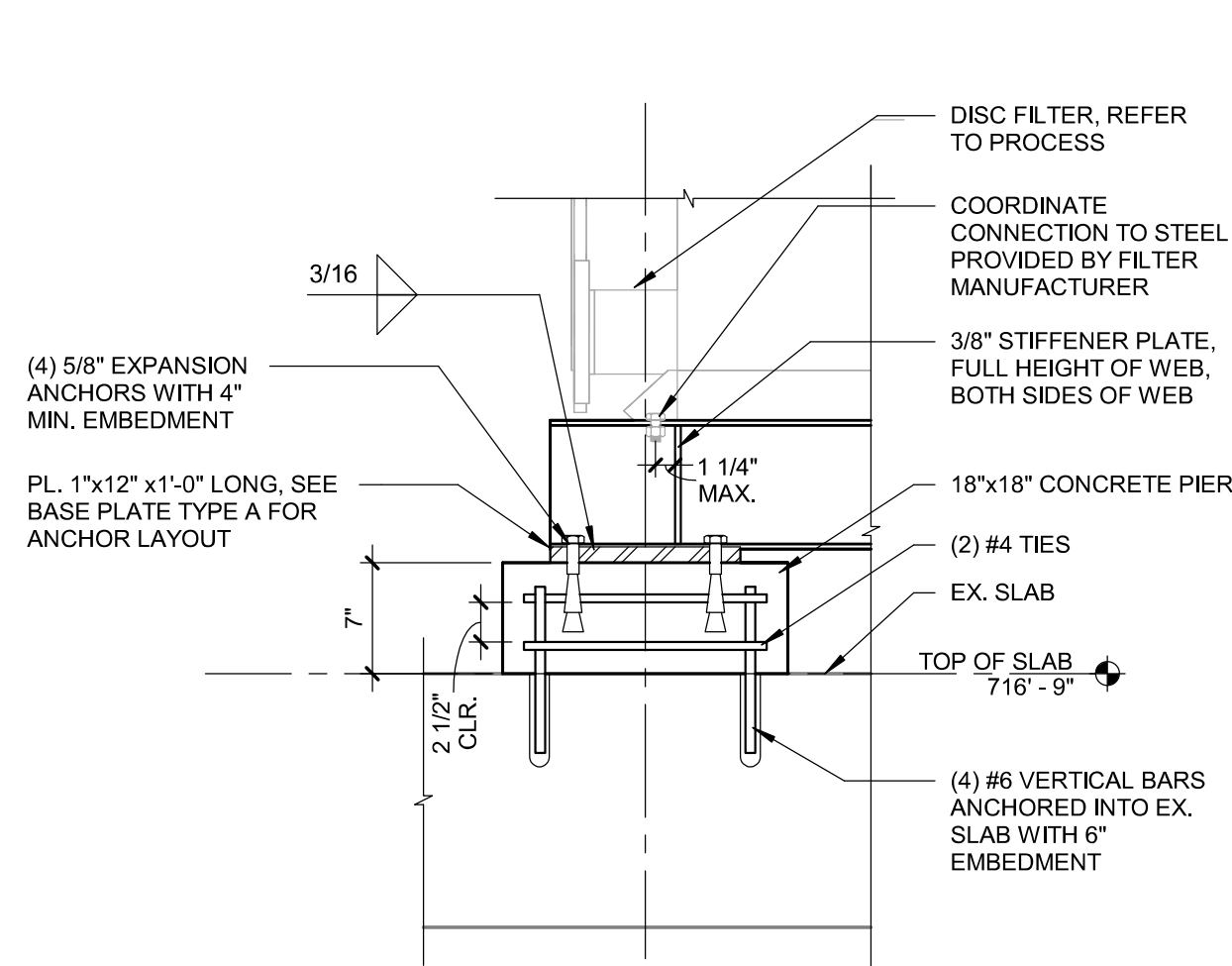
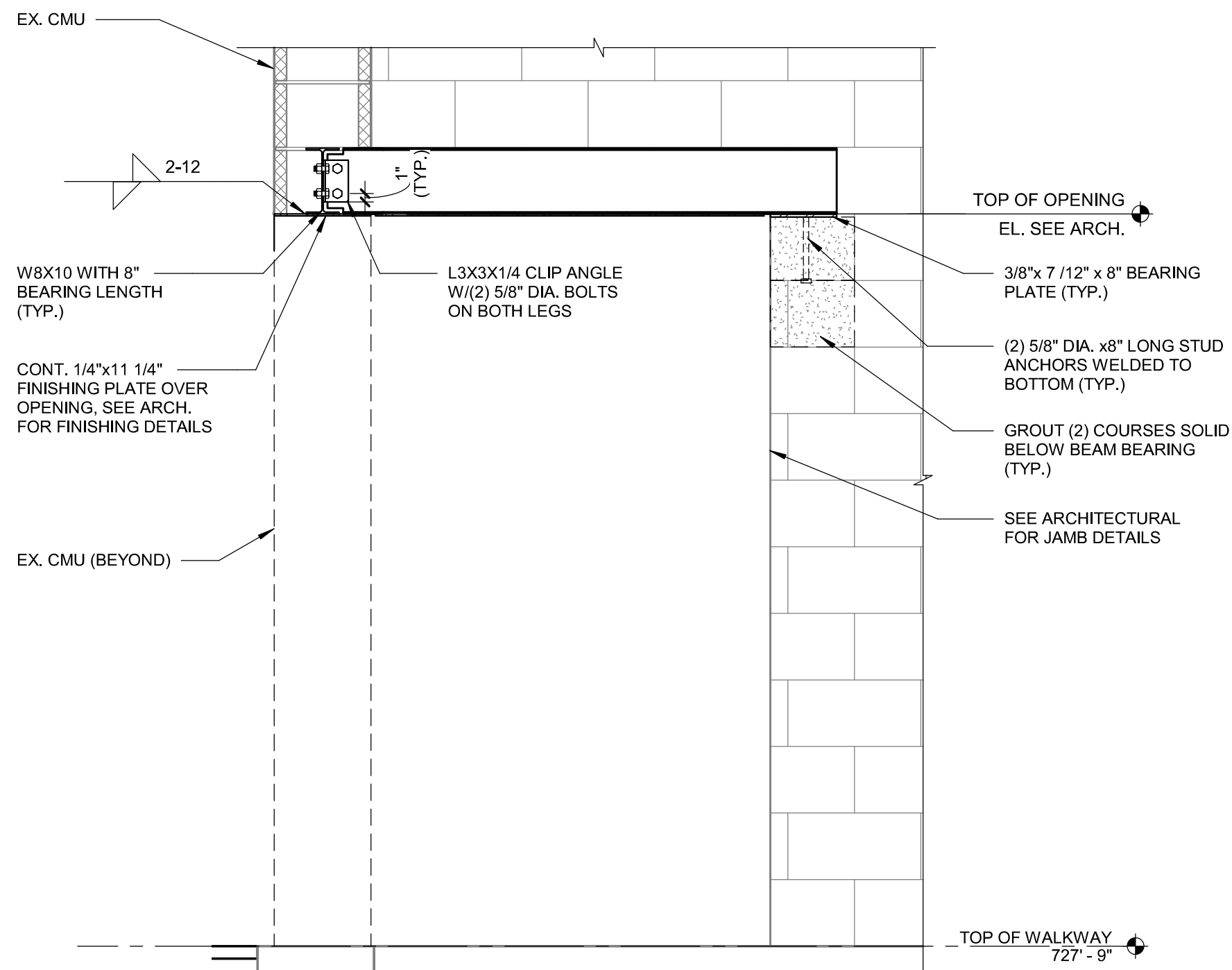
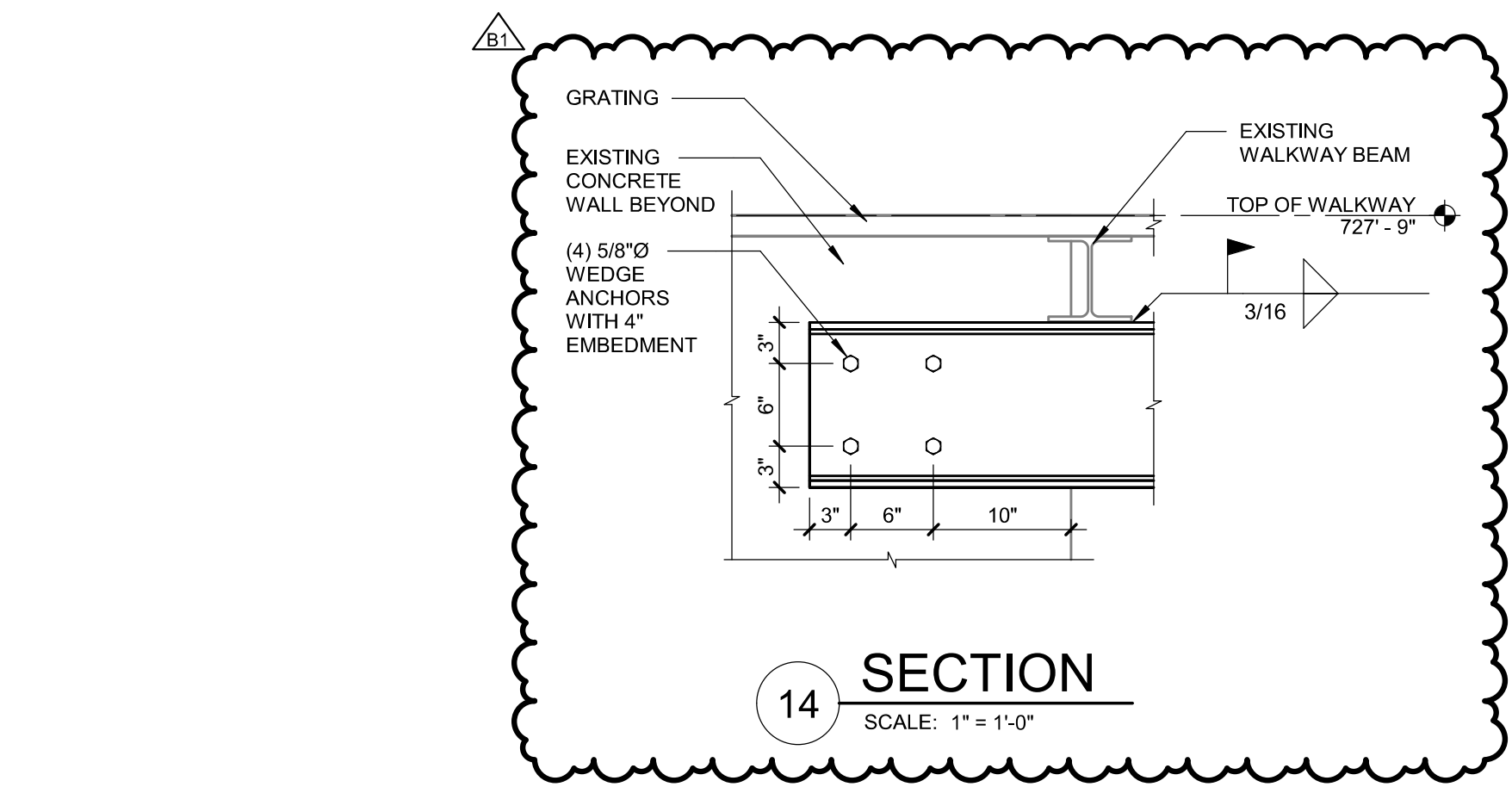
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221308

SHEET NO.

# S105

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REVISIONS		
10/5/2023	B1	BULLETIN No. 1

9/7/2023 CONSTRUCTION SET	
Drawn By	RJM
Designer	NML
Reviewer	ESD
Manager	BWV

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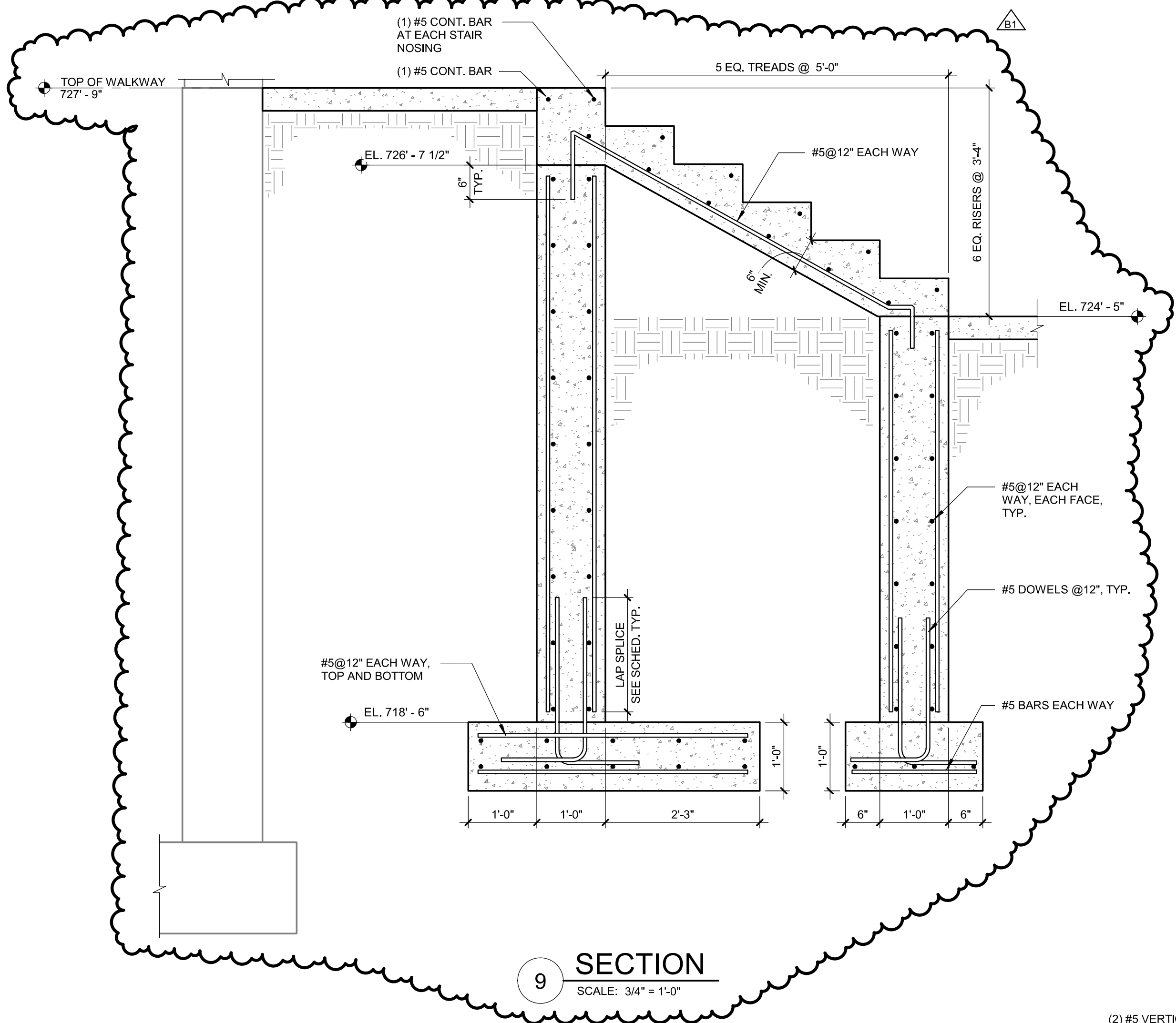
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SHEET NO.

S302

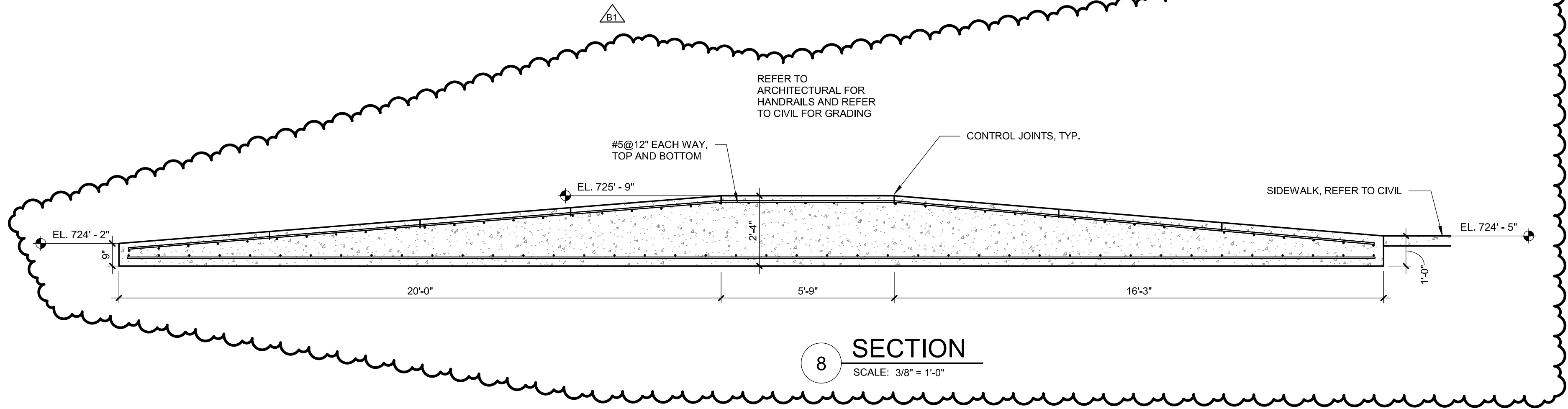
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City of Owosso  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

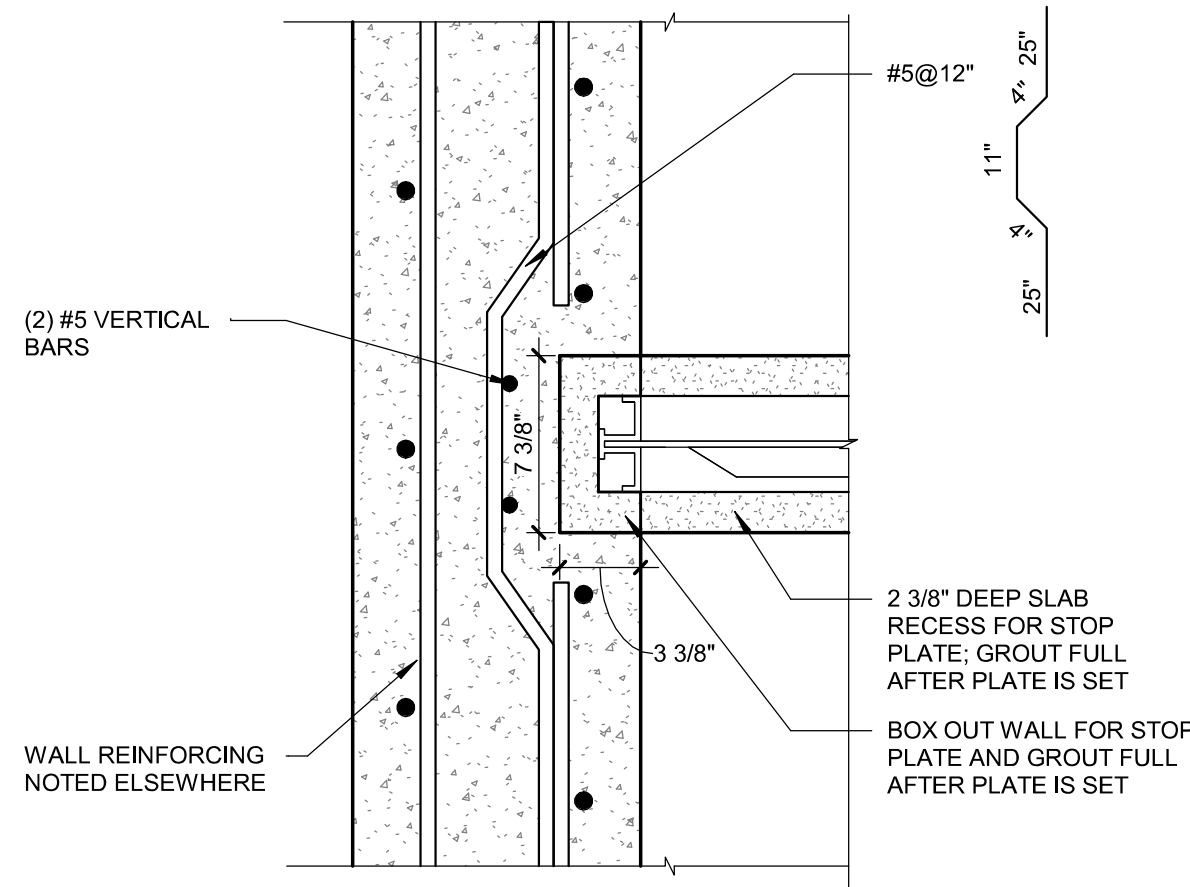
fishbeck  
Engineers | Architects | Scientists | Constructors



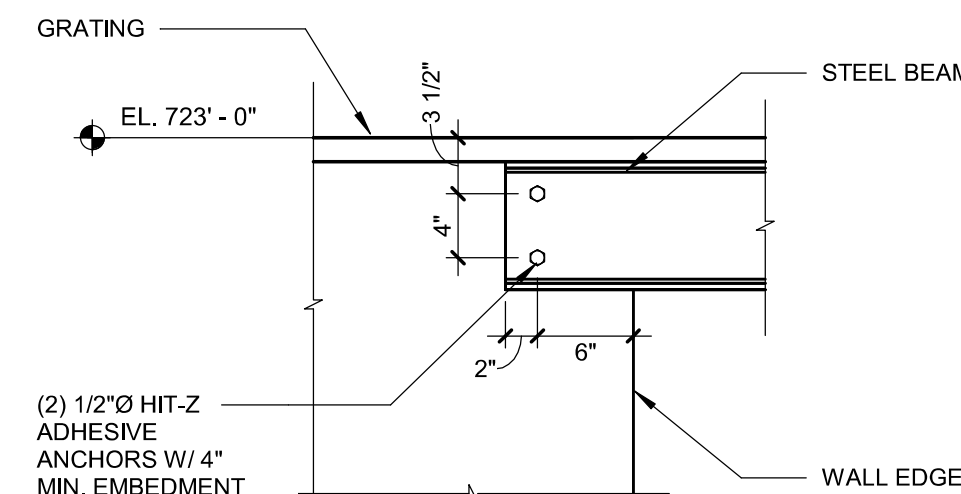
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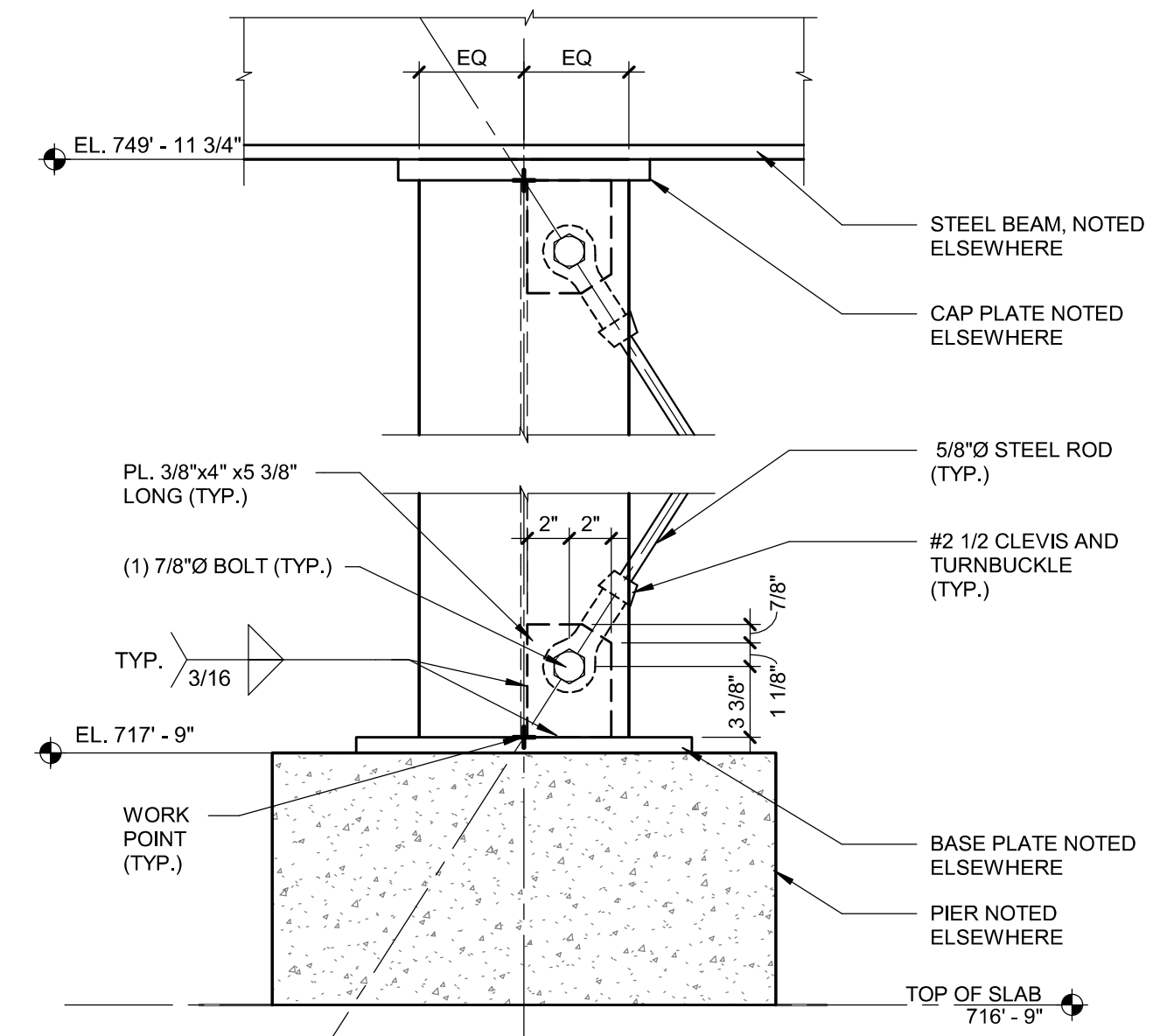
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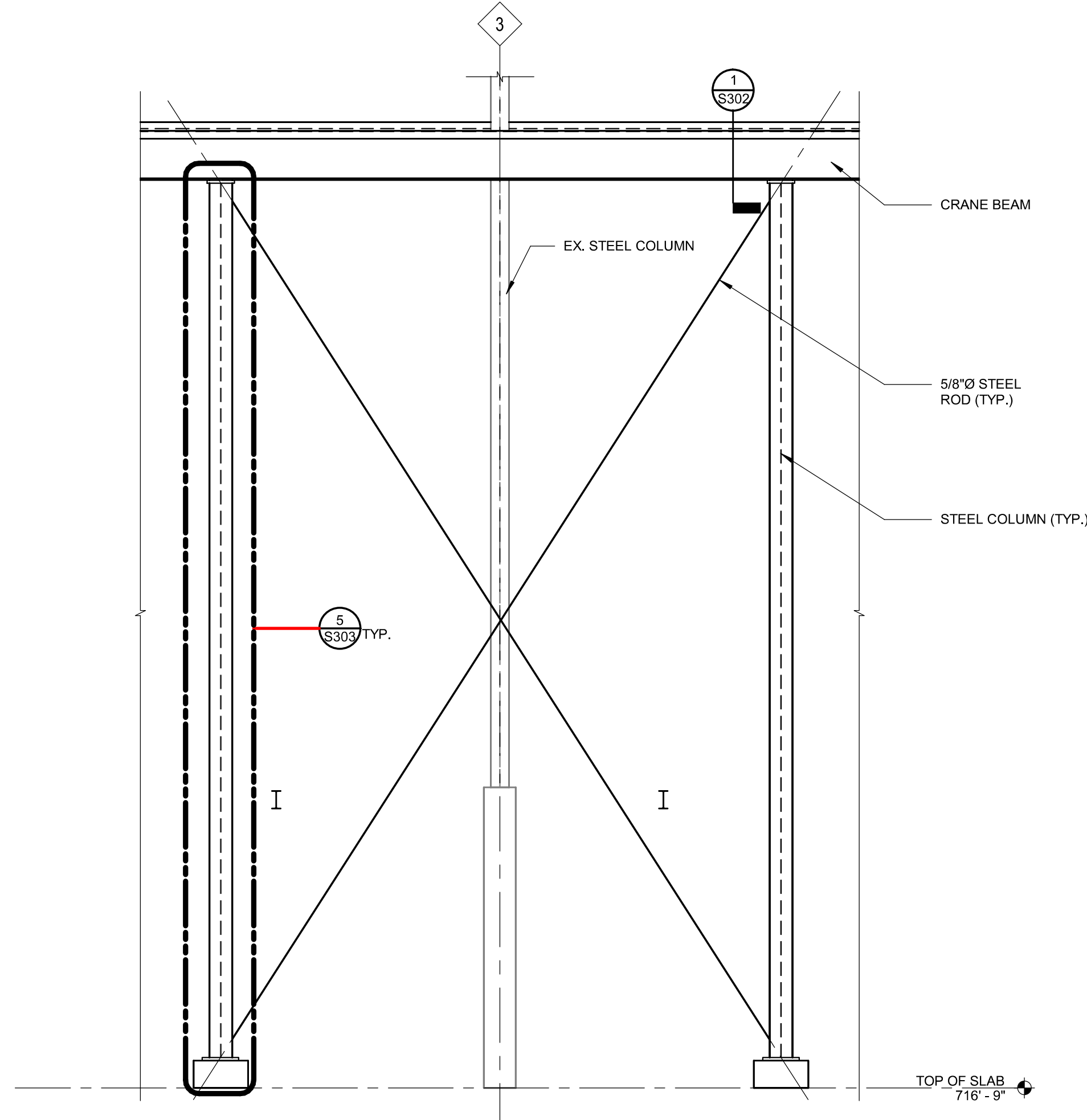
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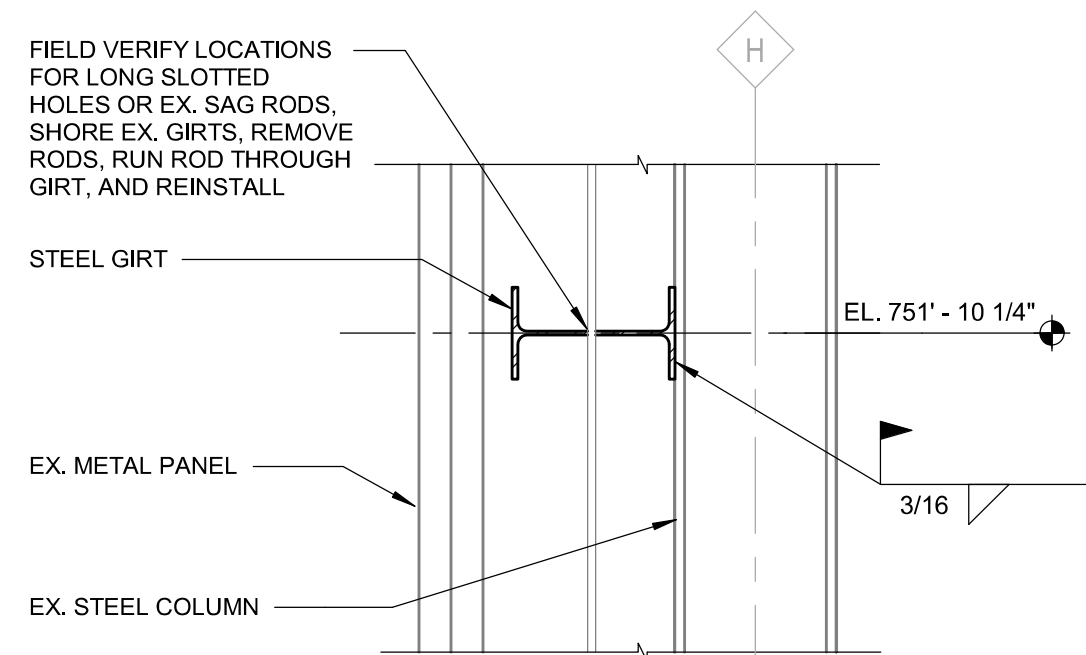
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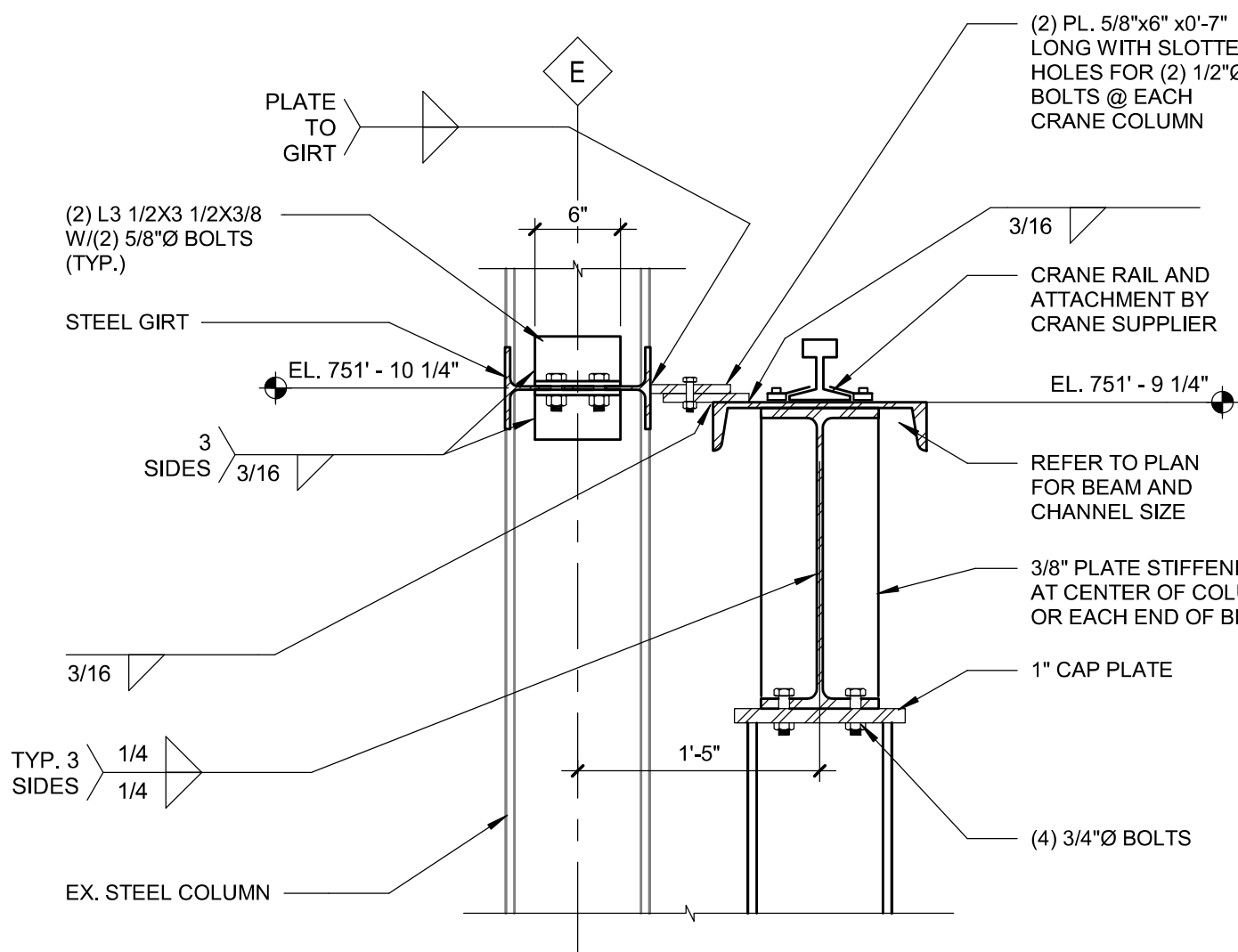
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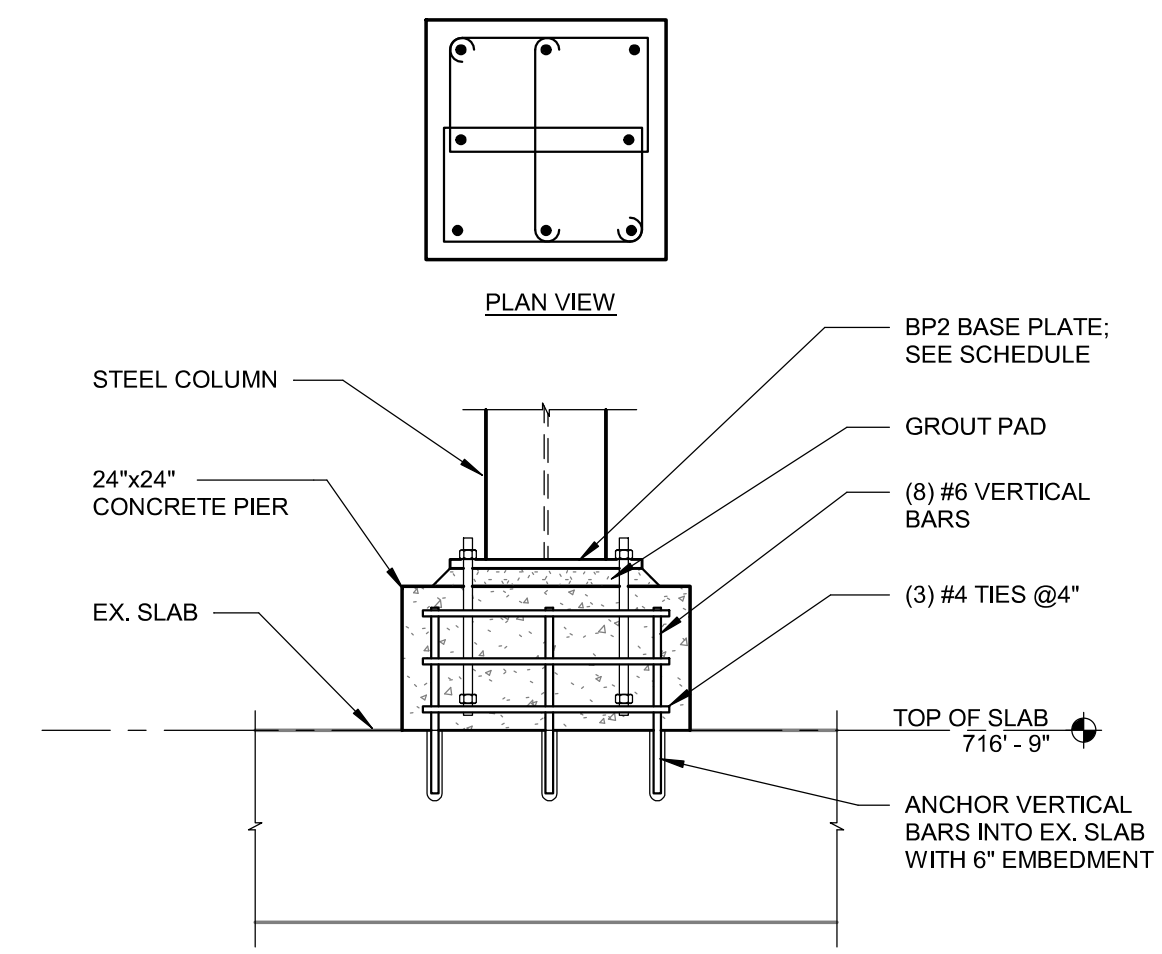
4 ELEVATION  
SCALE: 1/4" = 1'-0"



3 SECTION  
SCALE: 1" = 1'-0"



2 SECTION  
SCALE: 1" = 1'-0"



1 SECTION  
SCALE: 3/4" = 1'-0"

REVISIONS		
10/5/2023	B1	BULLETIN No. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RJM  
Designer NML  
Reviewer ESD  
Manager BWV

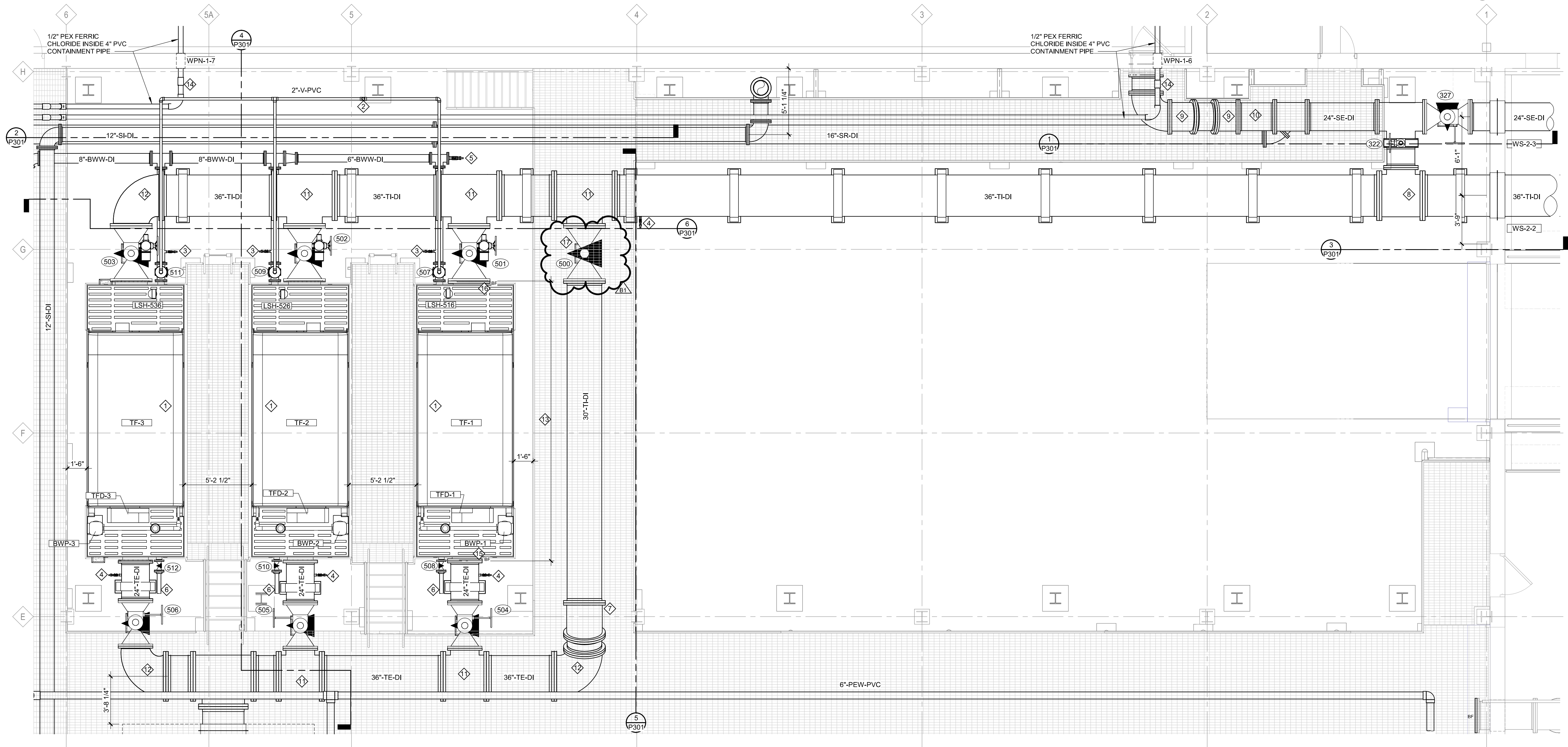
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PROJECT NO.  
221308

SHEET NO.

**S303**

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- KEY NOTES**
- COVER TO OPEN ON SERVICE DECK SIDE OF UNIT.
  - 2" PVC VENT LINE. ROUTE TO EAST WALL AND VENT TO ATMOSPHERE. SEE PROCESS VENT DETAIL.
  - 1" SAMPLE TAP.
  - 1" SAMPLE TAP. PLUMB TO SAMPLE SINK. REFER TO MECHANICAL FOR SAMPLE SINK LOCATION.
  - 2" FLUSHING CONNECTION.
  - CONNECT 3" PVC DRAIN LINE TO VALVE AND PLUMB TO HUB DRAIN. REFER TO MECHANICAL FOR HUB DRAIN LOCATIONS.
  - 30" 22.5 DEGREE ELBOW.
  - 36" x 24" REDUCING TEE.
  - 24" 11.25 DEGREE ELBOW.
  - 24" x 16" REDUCING TEE.
  - 36" x 30" REDUCING TEE.
  - 36" x 30" REDUCING ELBOW.
  - FILTER FLANGE TO FLANGE DIMENSION PER MANUFACTURER.
  - 4" x 2" REDUCING TEE ON CONTAINMENT PIPE. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
  - 24" BLIND FLANGE.
  - 30" BLIND FLANGE.
  - INSTALL VALVE EXTENSION STEM UP TO GRATING. PROVIDE OPENING IN GRATING TO VALVE NUT.

**1 EQUIPMENT AND PIPING ENLARGED PLAN**  
SCALE: 1/4" = 1'-0"

**VALUE ENGINEERED**

NOTES:

- WORK ON ALL OXIDATION TOWERS WILL BE REMOVED FROM THIS PHASE.
- TERTIARY FILTER TF-1 WILL BE REMOVED FROM THIS PHASE.
- ALL WORK ASSOCIATED WITH THE LIFT STATION SCADA WILL BE REMOVED FROM THIS PHASE.
- ALL WORK ASSOCIATED WITH THE INSTALLATION OF CAMERA'S WILL BE REMOVED FROM THIS PHASE.

REVISIONS	
10/5/2023	B1 BULLETIN NO. 1

9/7/2023 CONSTRUCTION SET

Drawn By RSZ  
Designer JPJ  
Reviewer TDM  
Manager BWV

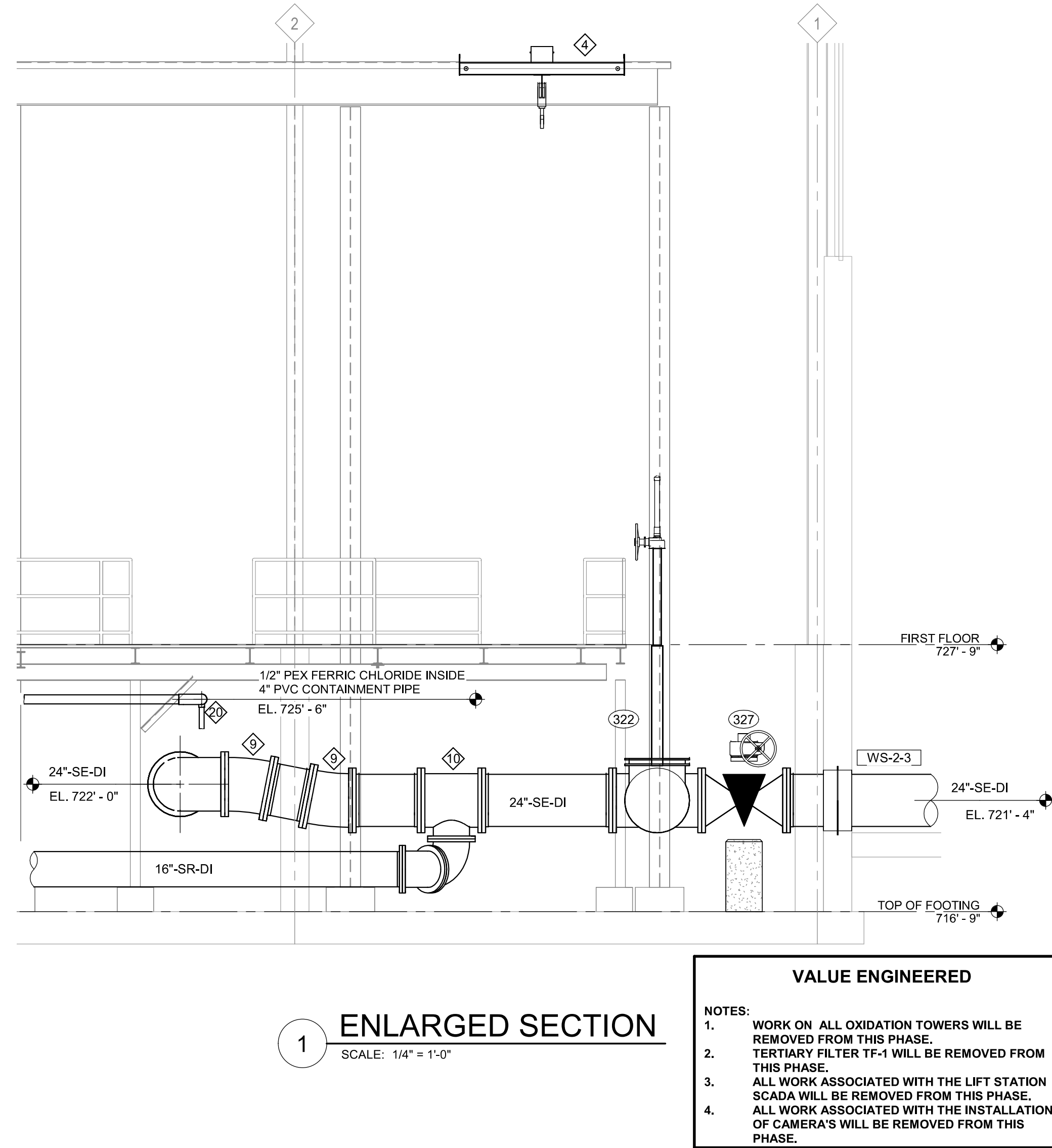
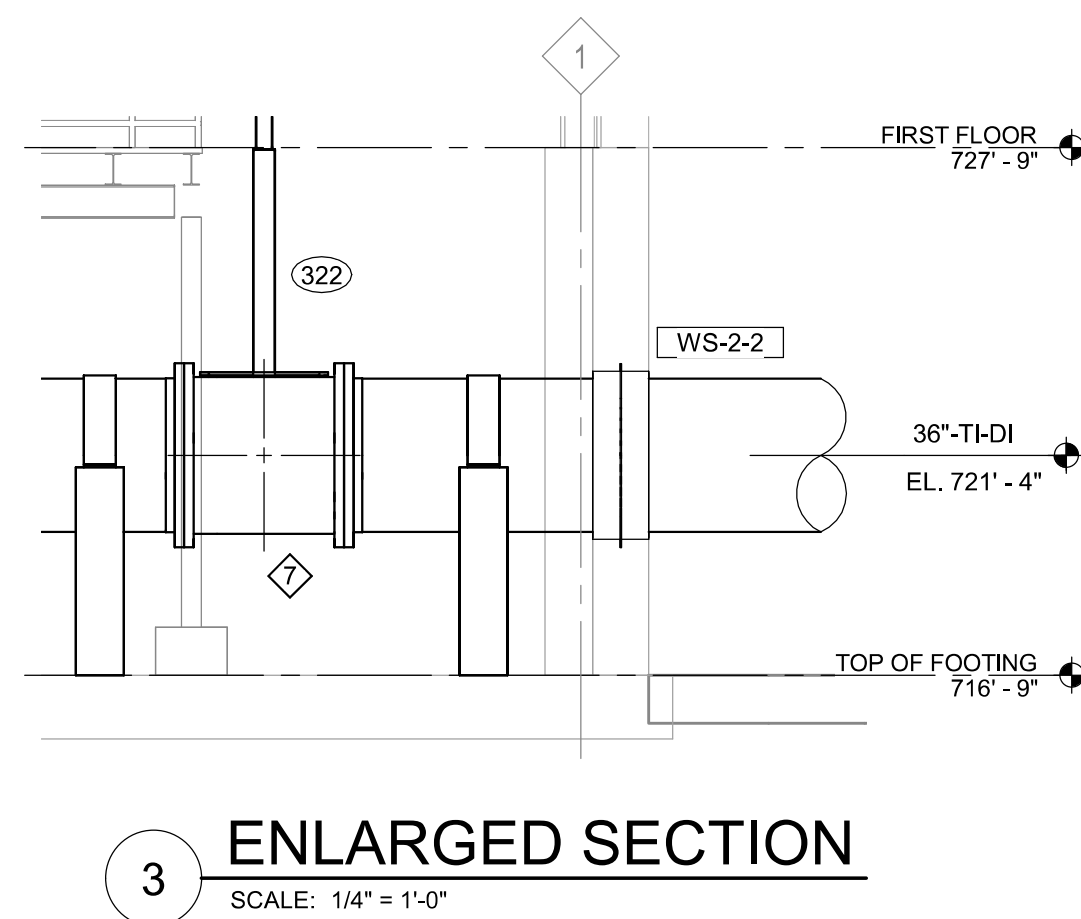
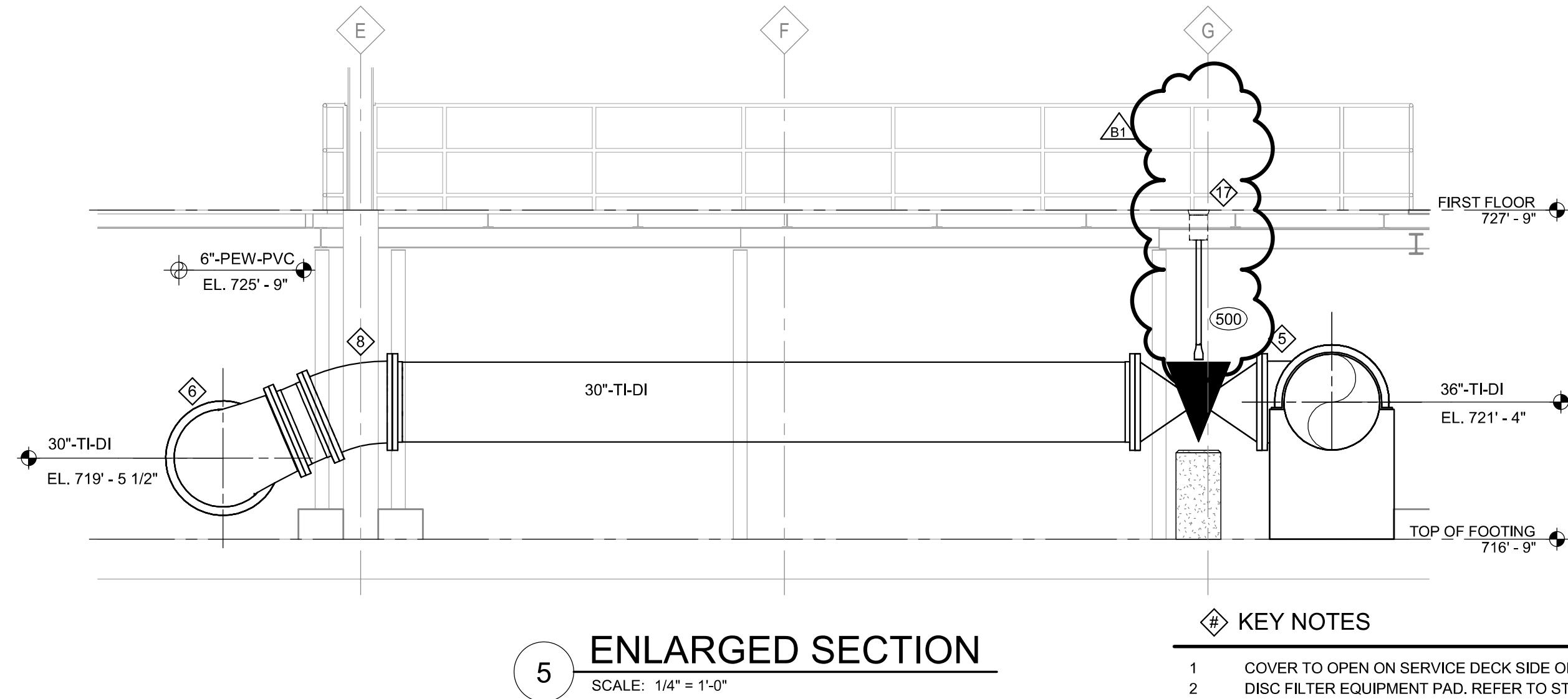
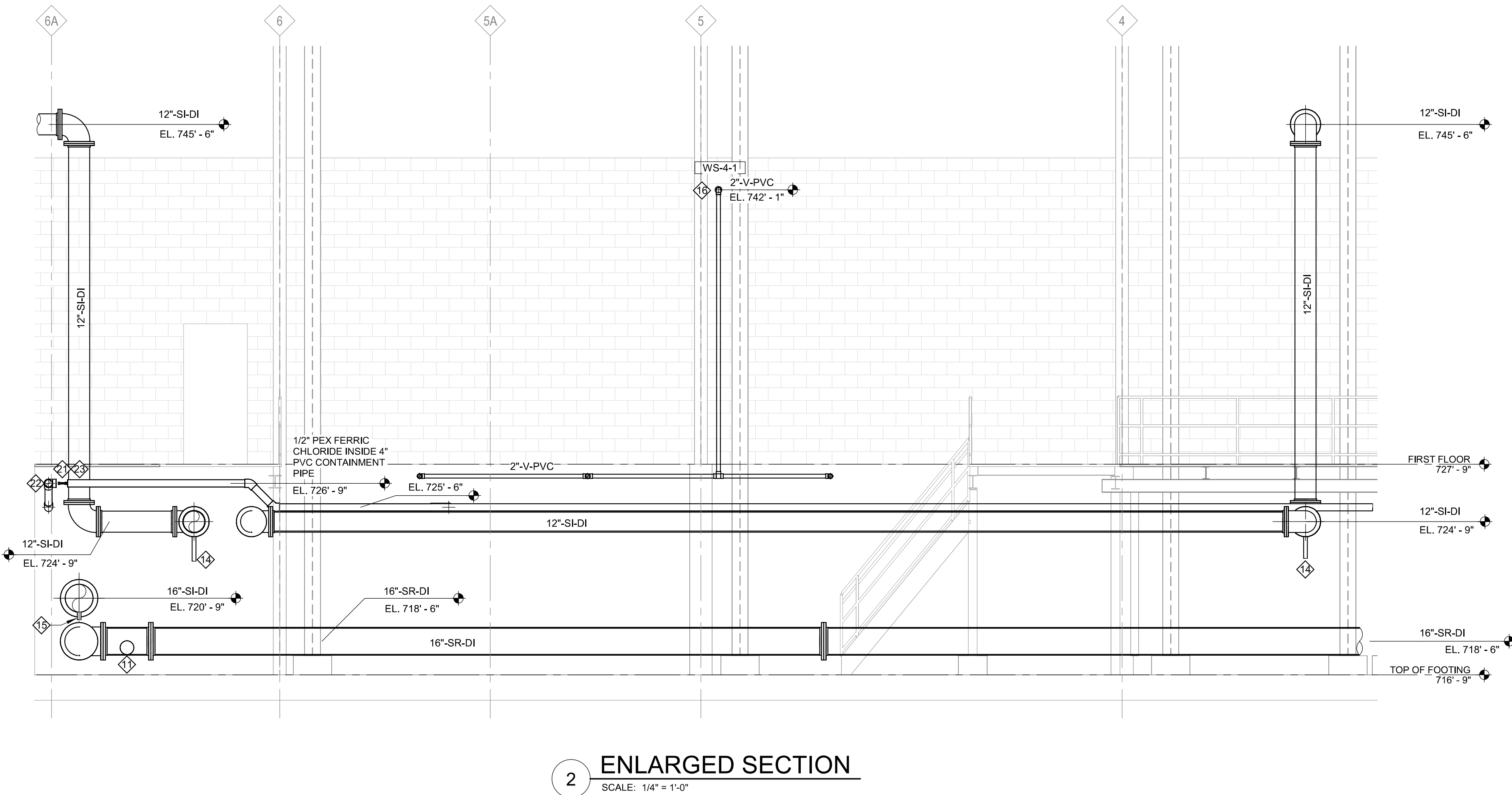
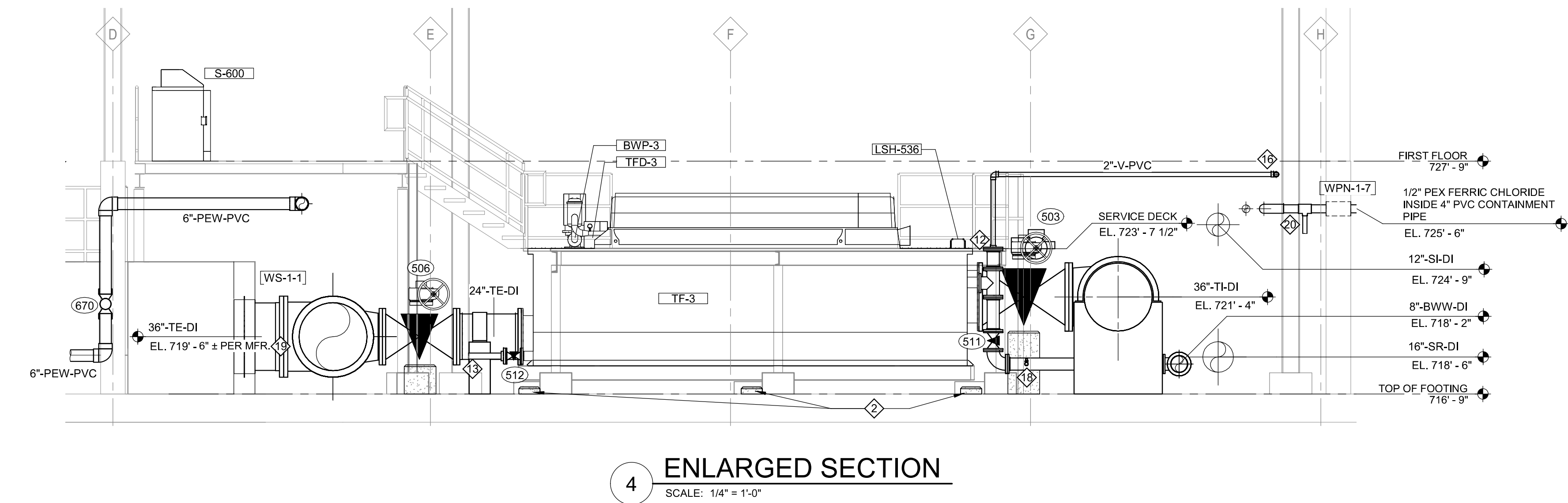
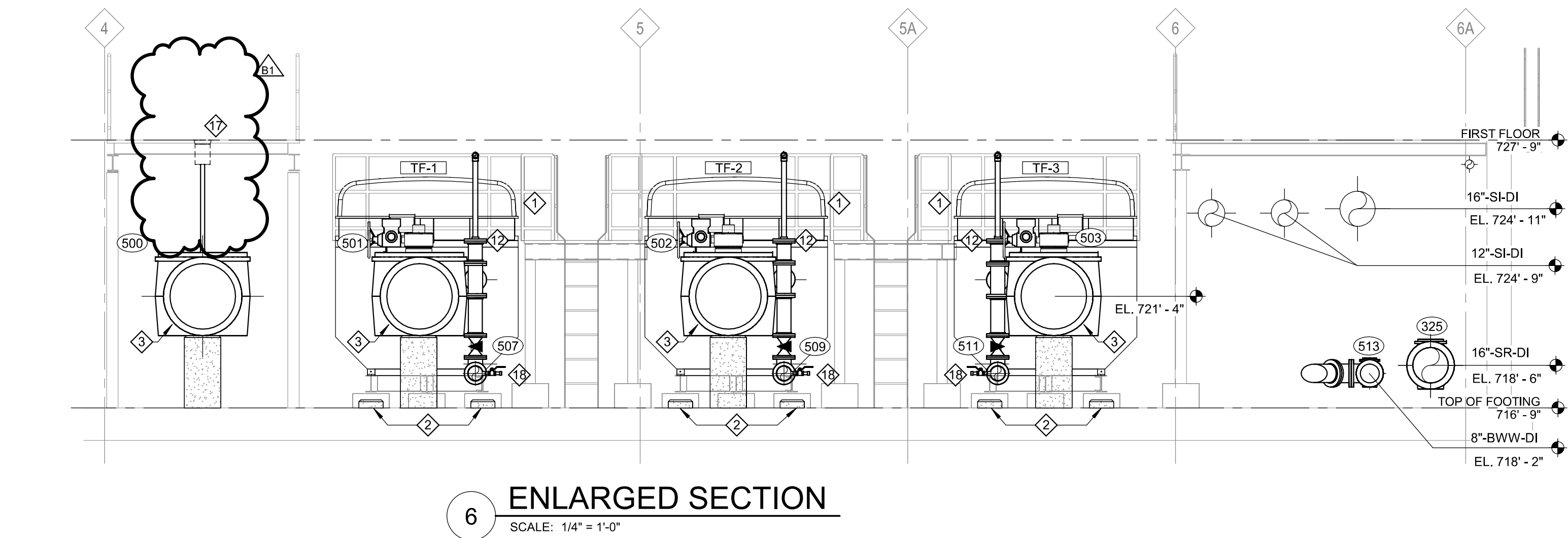
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PROJECT NO.  
221308

SHEET NO.

**P206**

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**KEY NOTES**

- COVER TO OPEN ON SERVICE DECK SIDE OF UNIT.
- DISC FILTER EQUIPMENT PAD, REFER TO STRUCTURAL FOR DISC FILTER SUPPORT DETAIL.
- SUPPORT VALVE FROM FLOOR.
- SEE STRUCTURAL FOR BRIDGE CRANE SUPPORTS.
- 36" x 30" REDUCING TEE.
- 36" x 30" REDUCING ELBOW. ROTATE 22.50 DEGREES.
- 36" x 24" REDUCING TEE.
- 30" 22.50 DEGREE FLANGED BEND.
- 24" 11.25 DEGREE FLANGED BEND.
- 24" x 16" REDUCING TEE.
- 16" x 8" REDUCING TEE WITH BRANCH AT INVERT
- 6"x2" REDUCING FLANGE.
- CONNECT 3" PVC DRAIN LINE TO VALVE AND PLUMB TO HUB DRAIN. REFER TO MECHANICAL FOR HUB DRAIN LOCATIONS.
- 2" THREADED BOSS ON INVERT OF ELBOW. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
- 2" THREADED BOSS ON INVERT OF PIPE. INSTALL 2" PVC DRAIN WITH BALL VALVE AND PLUMB TO DRAIN.
- 2" PVC VENT LINE. ROUTE TO EAST WALL AND VENT TO ATMOSPHERE. SEE PROCESS VENT DETAIL.
- INSTALL VALVE EXTENSION STEM UP TO GRATING. PROVIDE OPENING IN GRATING TO VALVE NUT.
- 1" SAMPLE TAP ON BACKWASH DRAIN.
- CENTERLINE OF EFFLUENT HEADER TO MATCH CENTERLINE OF DISC FILTER EFFLUENT PIPE. REFER TO MANUFACTURER'S SHOP DRAWINGS.
- 4" x 2" REDUCING TEE ON CONTAINMENT PIPE. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
- INSTALL 1/2" ISOLATION VALVE. TYPICAL OF 3.
- INSTALL 1/2" PEX TEE INSIDE 4" PVC CONTAINMENT PIPE, TYPICAL OF 2.
- CUT AWAY TOP OF CONTAINMENT PIPE TO ACCESS VALVES, TYPICAL OF 3.

**VALUE ENGINEERED**

- NOTES:**
- WORK ON ALL OXIDATION TOWERS WILL BE REMOVED FROM THIS PHASE.
  - TERTIARY FILTER TF-1 WILL BE REMOVED FROM THIS PHASE.
  - ALL WORK ASSOCIATED WITH THE LIFT STATION SCADA WILL BE REMOVED FROM THIS PHASE.
  - ALL WORK ASSOCIATED WITH THE INSTALLATION OF CAMERA'S WILL BE REMOVED FROM THIS PHASE.

REVISIONS	
10/5/2023	B1 BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
Drawn By RS2	
Designer JPJ	
Reviewer TDM	
Manager BWV	

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PROJECT NO.
221308
SHEET NO.

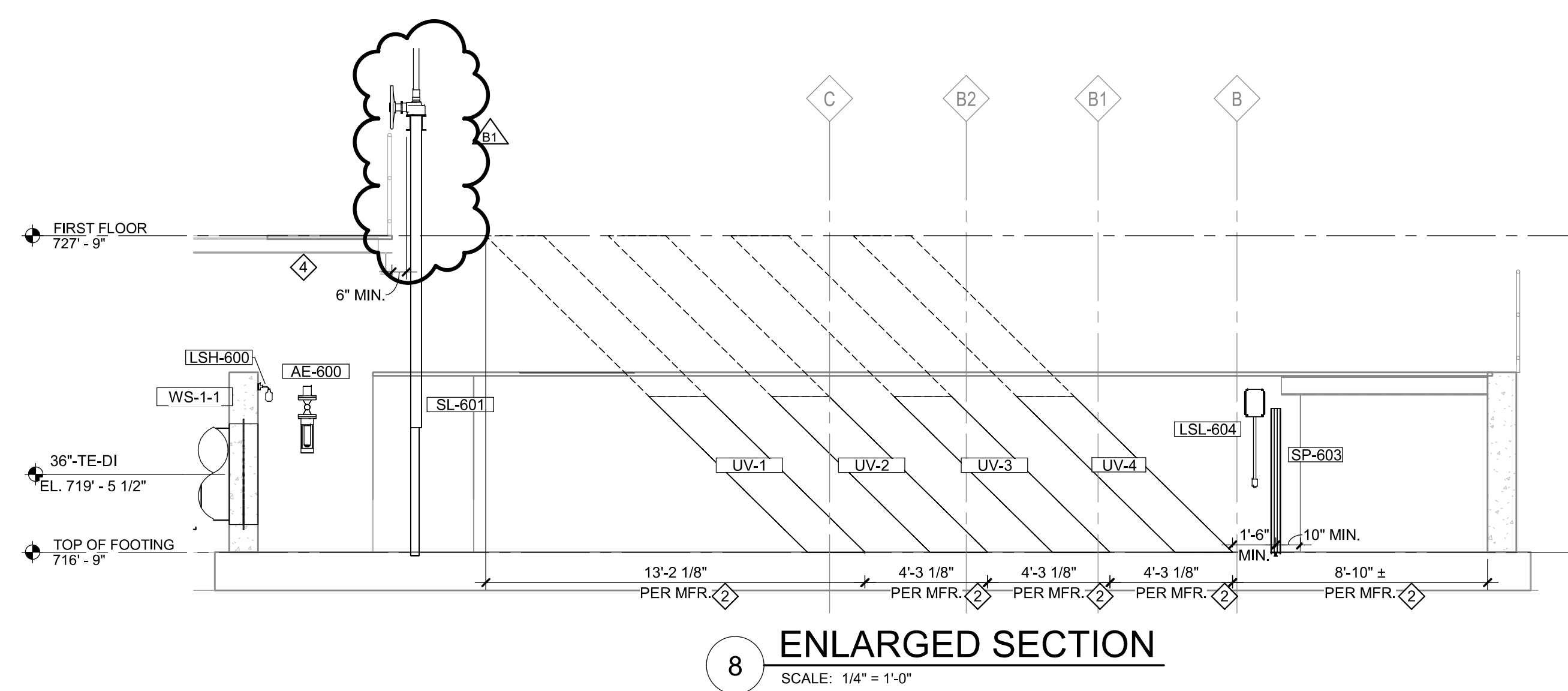
**P301**

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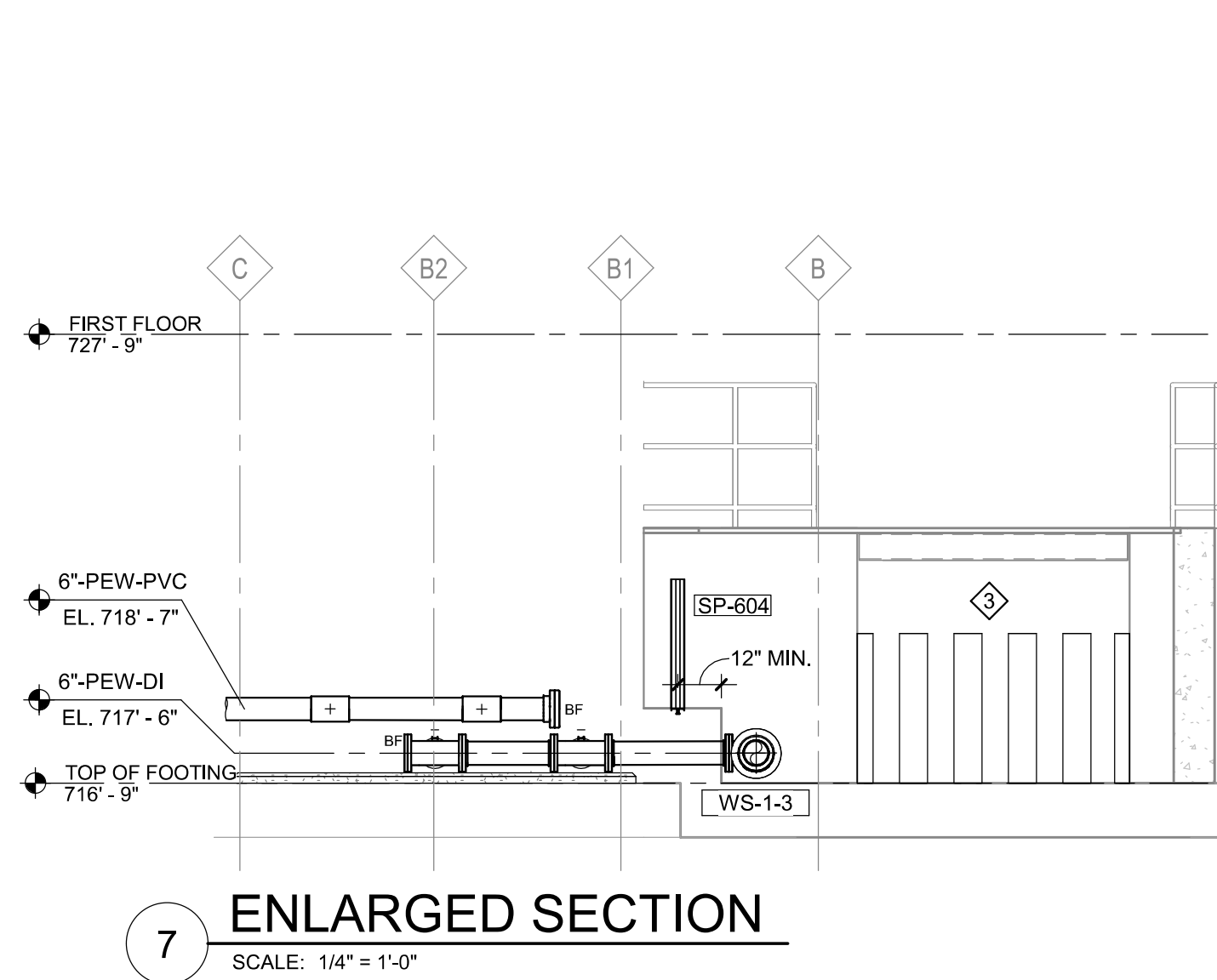
**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

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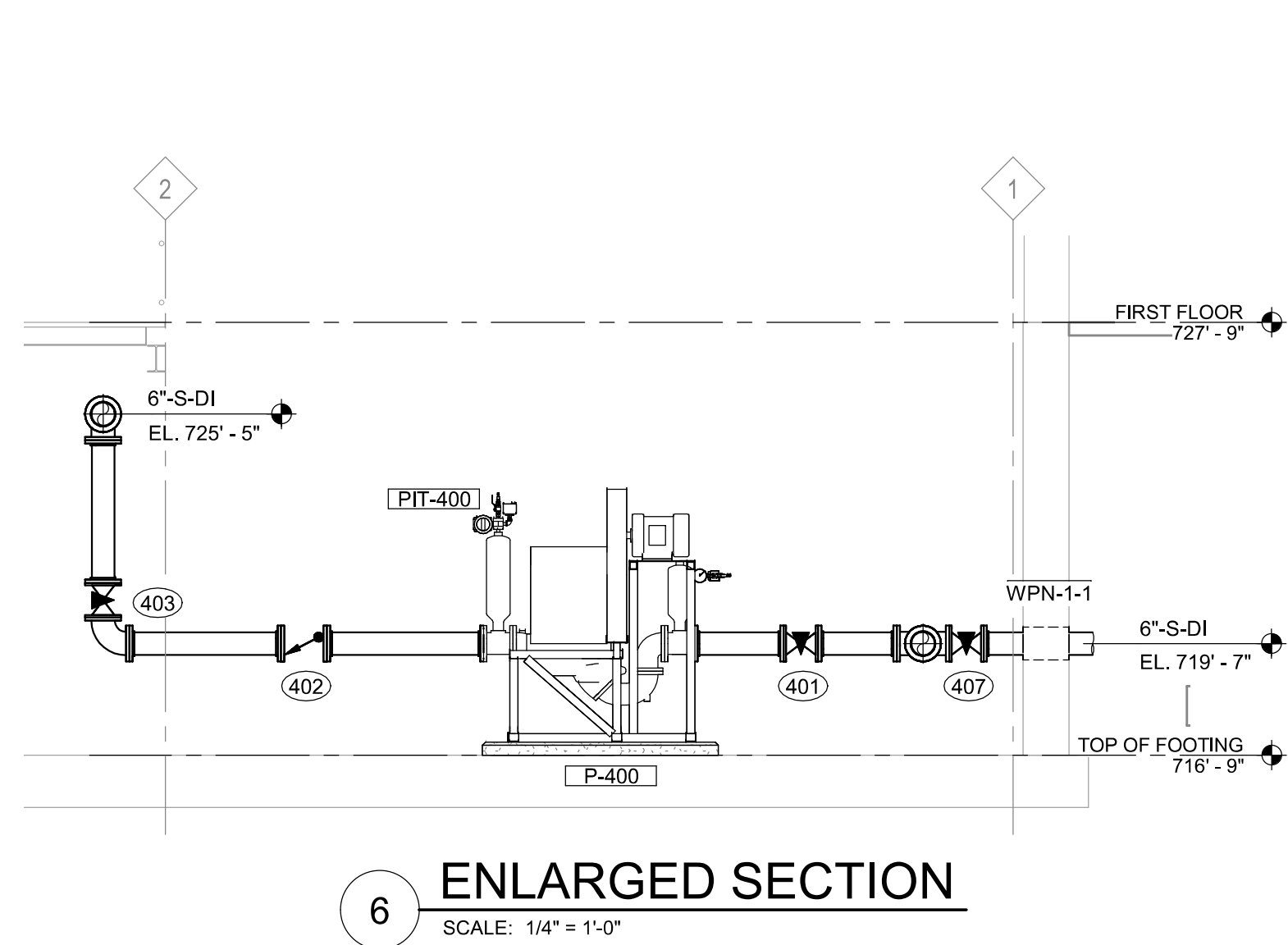
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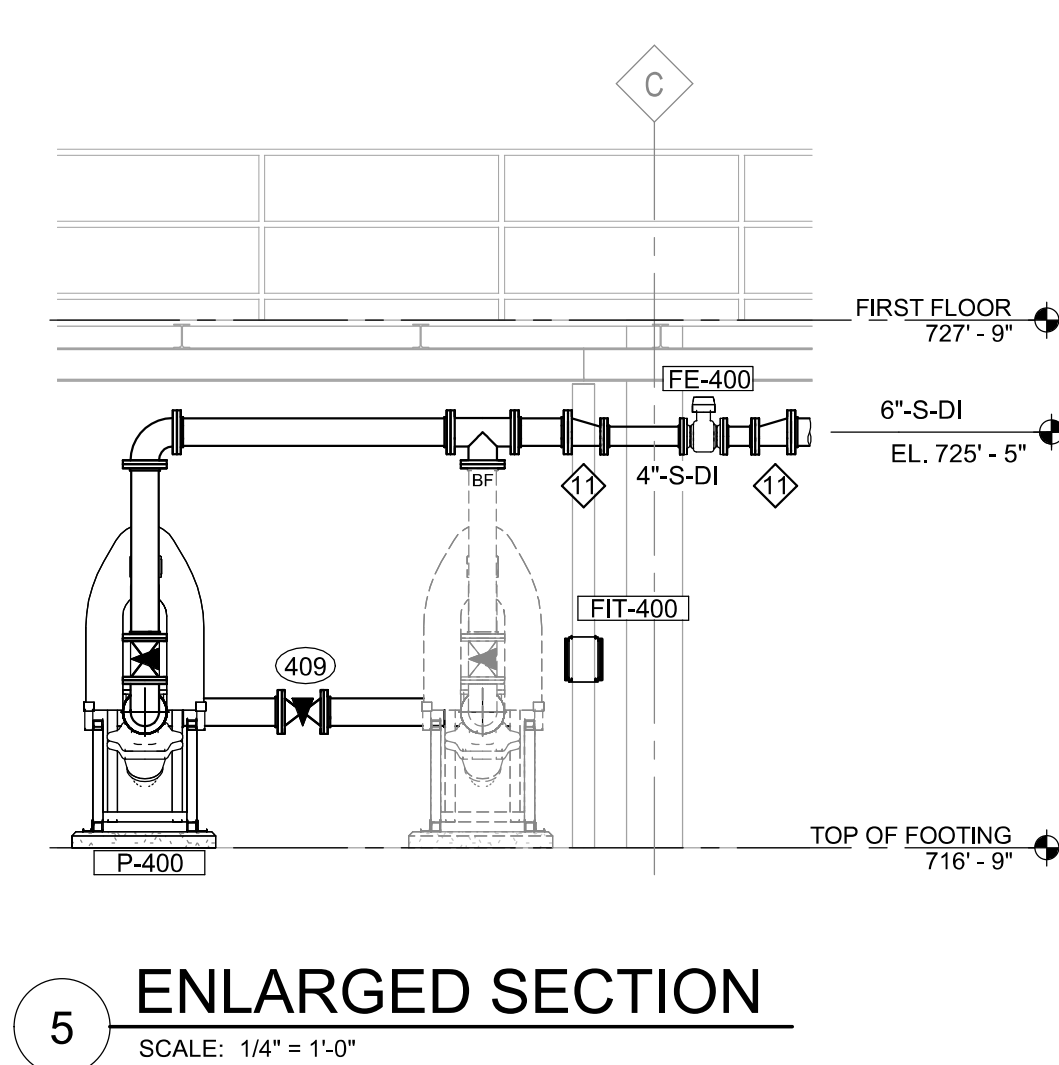
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SCALE: 1/4" = 1'-0"



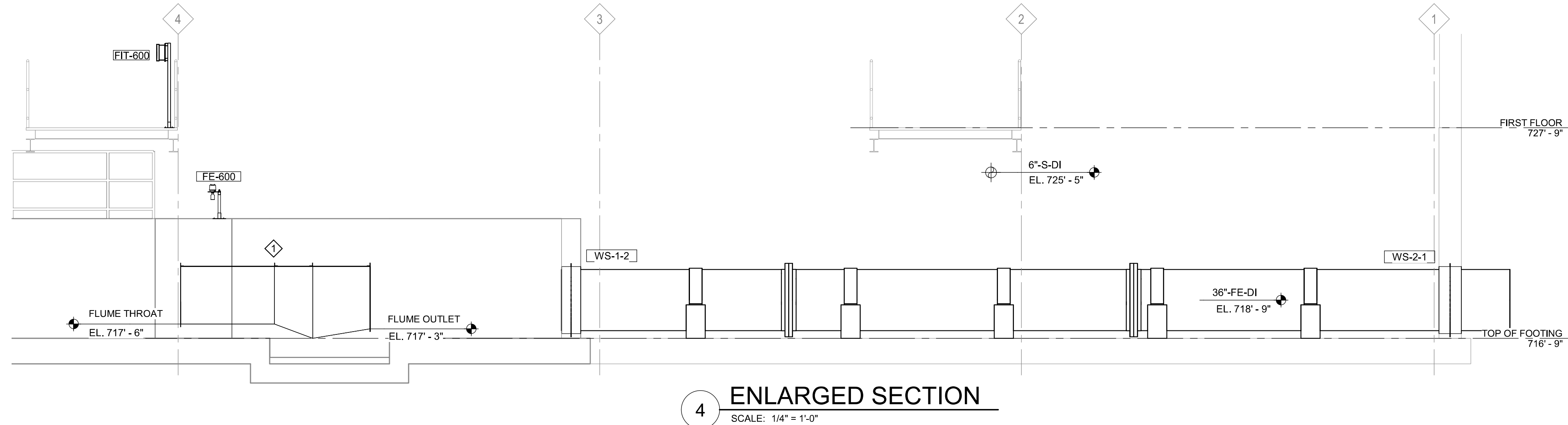
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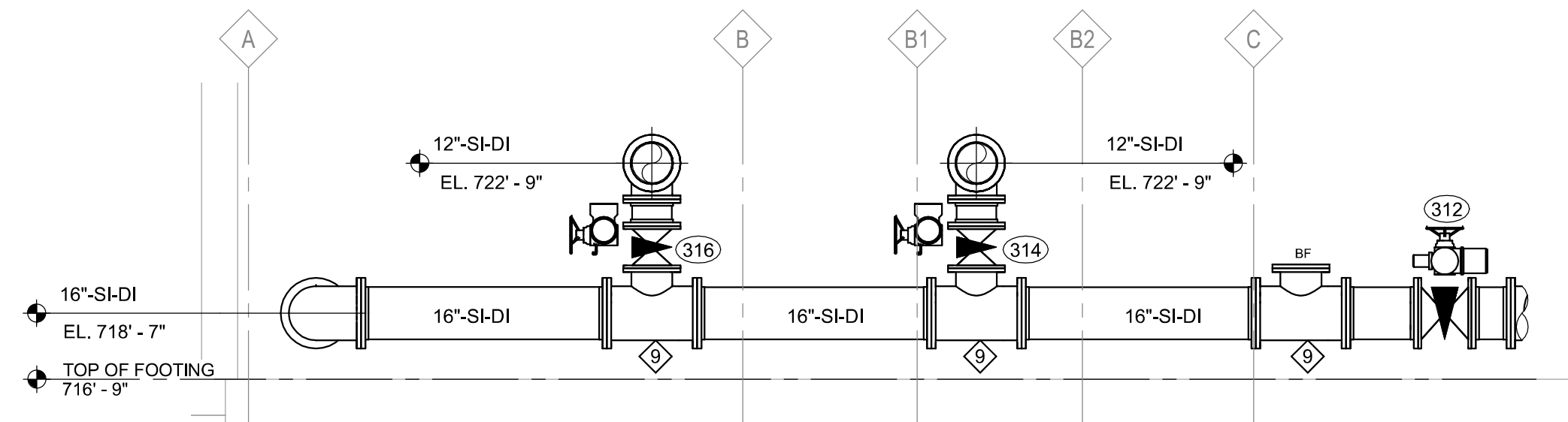
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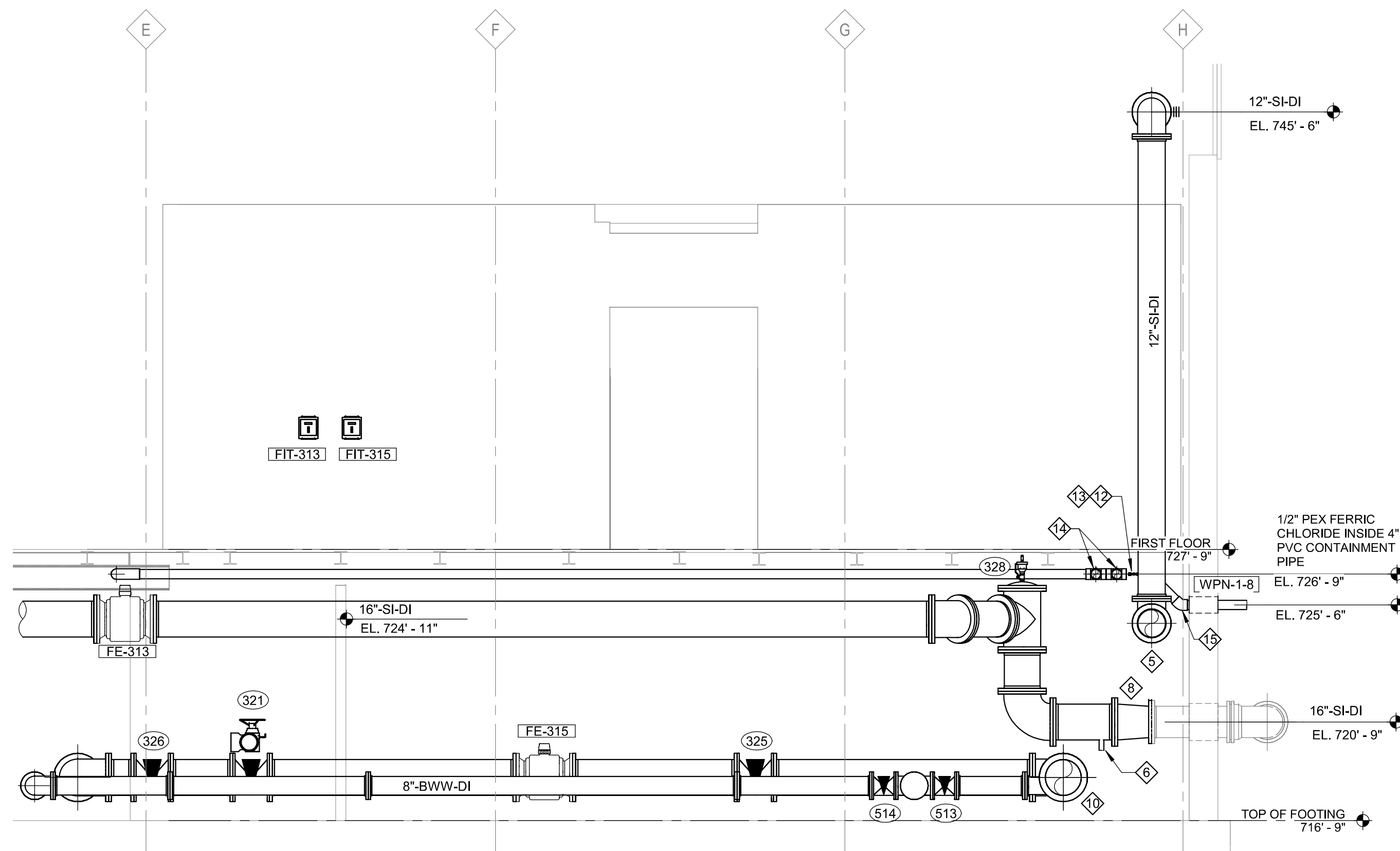
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SCALE: 1/4" = 1'-0"



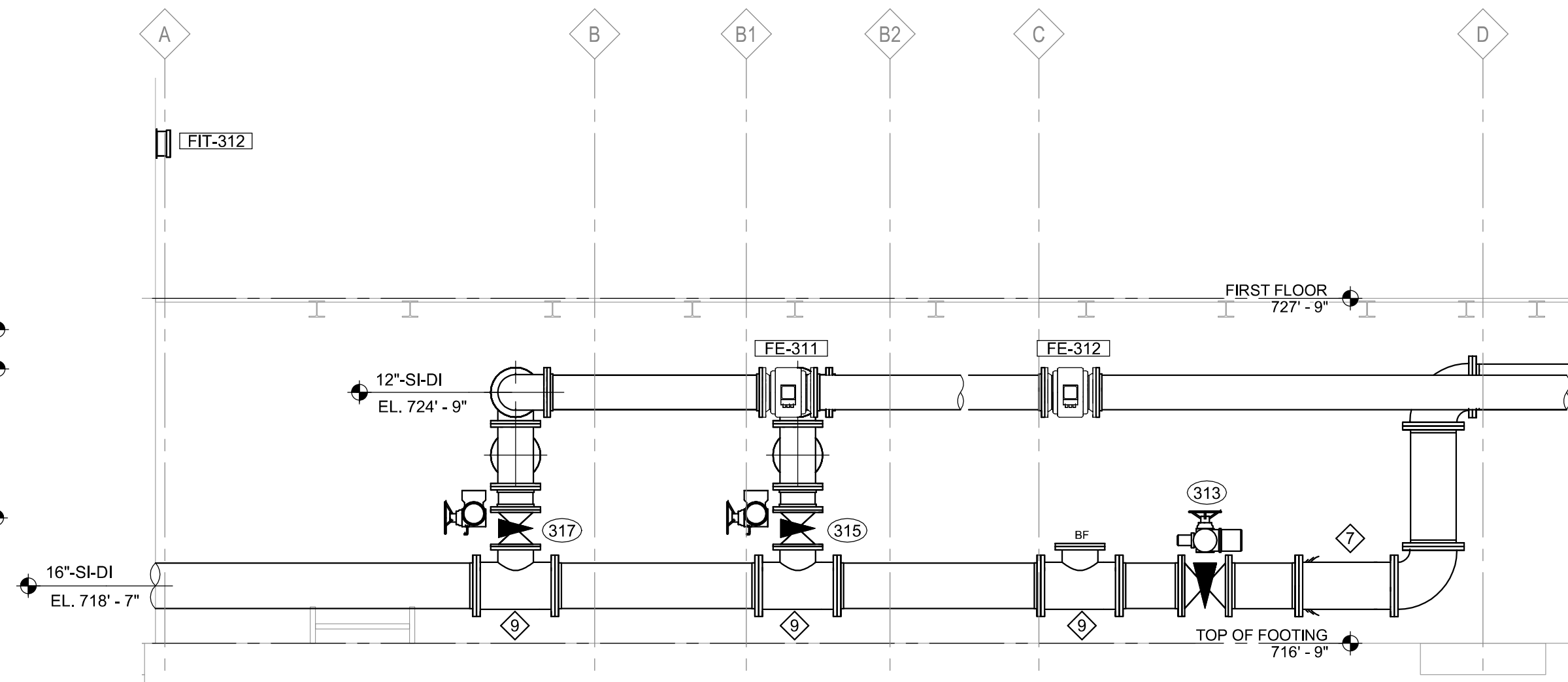
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SCALE: 1/4" = 1'-0"



3 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



2 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



1 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"

#### KEY NOTES

- 1 PARSHALL FLUME. REFER TO STRUCTURAL FOR BOX OUT AND GROUT DETAIL.
- 2 REFER TO UV MANUFACTURER'S SHOP DRAWINGS FOR DIMENSION.
- 3 FINGER WEIR FURNISHED BY UV SYSTEM MANUFACTURER.
- 4 PROVIDE REMOVABLE GRATING ABOVE SENSORS REFER TO STRUCTURAL FOR GRATING MODIFICATIONS.
- 5 2" THREADED BOSS ON INVERT OF ELBOW. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
- 6 2" THREADED BOSS ON INVERT OF PIPE. INSTALL 2" PVC DRAIN WITH BALL VALVE AND PLUMB TO DRAIN.
- 7 16" WYE.
- 8 16" x 14" CONCENTRIC REDUCER.
- 9 16" x 12" REDUCING TEE.
- 10 16" x 8" REDUCING TEE WITH BRANCH AT INVERT
- 11 6" x 4" ECCENTRIC REDUCER.
- 12 INSTALL 1/2" ISOLATION VALVE, TYPICAL OF 3.
- 13 CUT AWAY TOP OF CONTAINMENT PIPE TO ACCESS VALVES, TYPICAL OF 3.
- 14 INSTALL 1/2" PEX TEE INSIDE 4" PVC CONTAINMENT PIPE, TYPICAL OF 2.
- 15 2" THREADED BOSS ON INVERT OF CONTAINMENT PIPE 45 ELBOW. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS	
10/5/2023	B1 BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
----------	------------------

Drawn By RS2  
Designer JPJ  
Reviewer TDM  
Manager BWV

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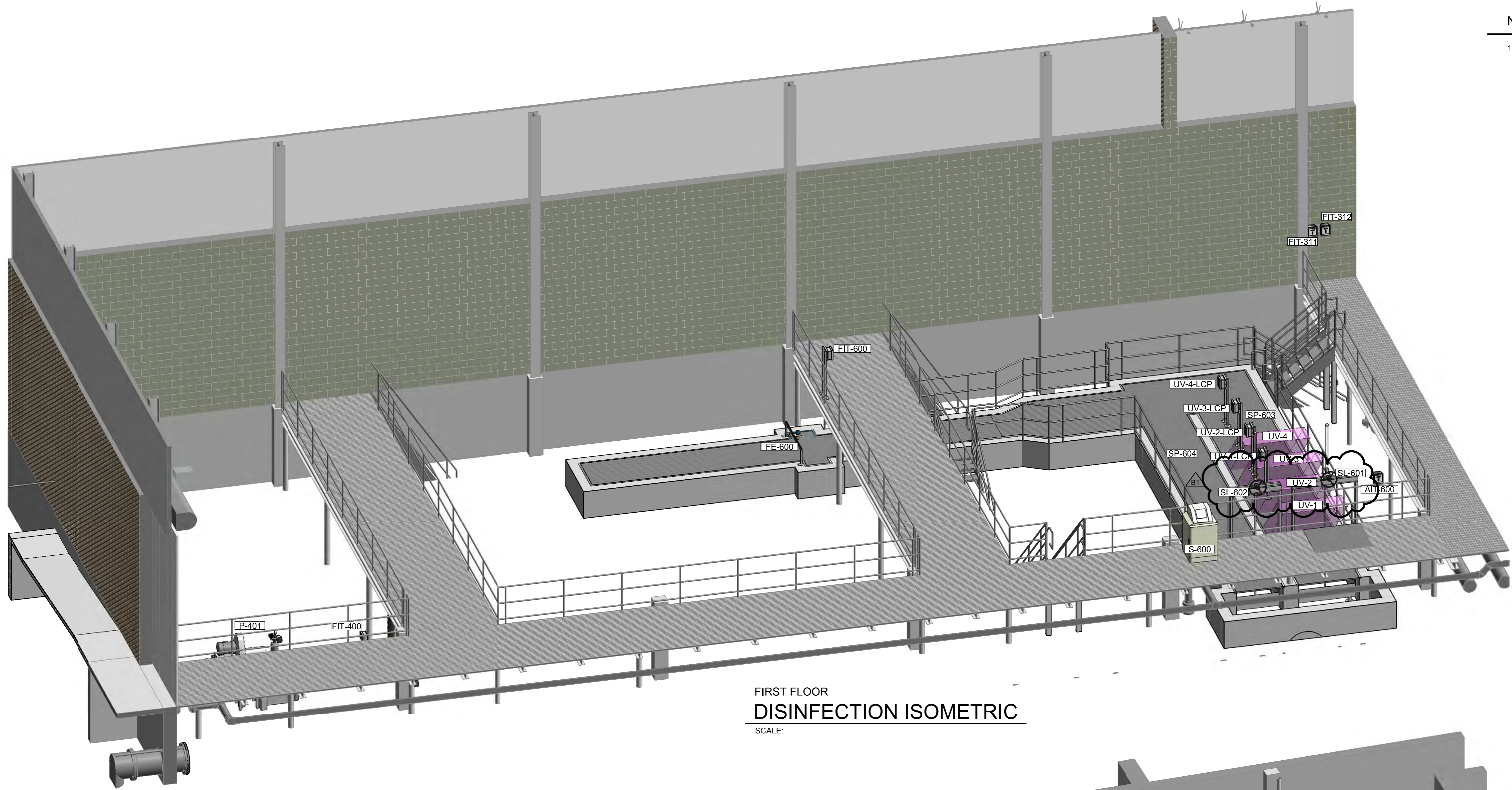
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SHEET NO.

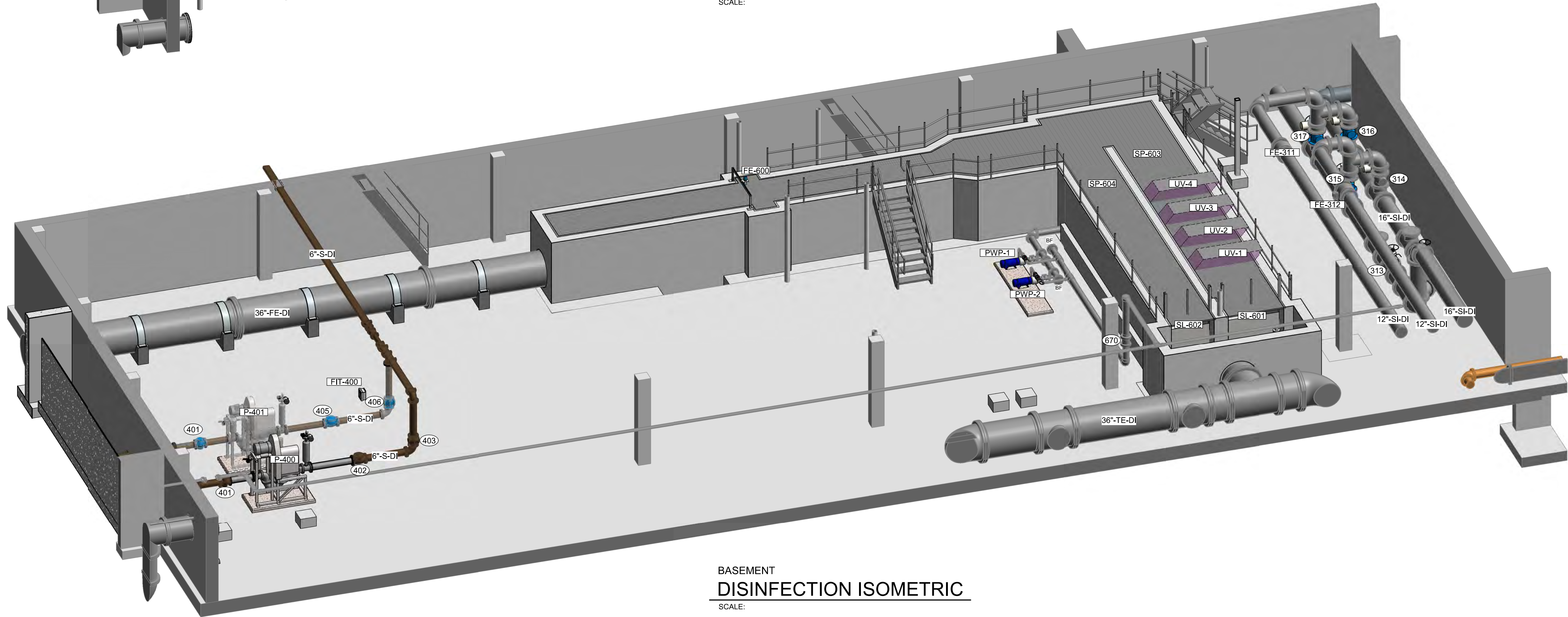
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FIRST FLOOR  
DISINFECTION ISOMETRIC  
SCALE:



BASEMENT  
DISINFECTION ISOMETRIC  
SCALE:

NOTES

- ISOMETRIC VIEWS ARE PROVIDED AS AN AID TO COMMUNICATE DESIGN INTENT. BUT DO NOT REPRESENT ALL COMPONENTS NECESSARY TO COMPLETE THE WORK. COORDINATE ISOMETRIC VIEWS WITH ALL DRAWINGS AND SPECIFICATIONS.

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RSZ  
Designer JPJ  
Reviewer TDM  
Manager BWV

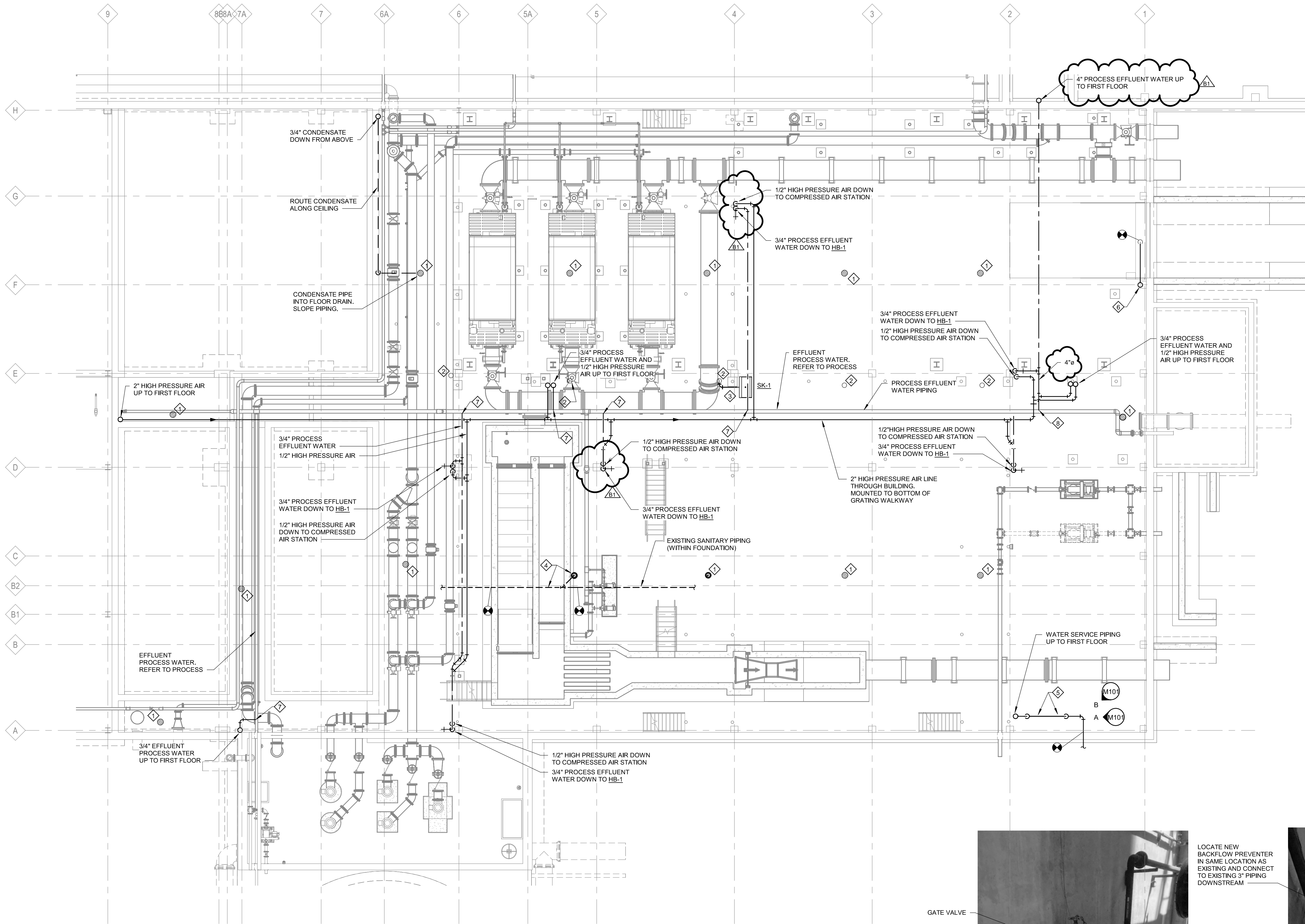
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221308

SHEET NO.

**P304**

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## BASEMENT PLUMBING PLAN

SCALE: 1/8" = 1'-0"

FOLLOW ALL LOCAL PLUMBING  
CODES WHEN INSTALLING  
BYPASS AND WATER METER.



**B PHOTO**  
NOT TO SCALE

LOCATE NEW  
BACKFLOW PREVENTER  
IN SAME LOCATION AS  
EXISTING AND CONNECT  
TO EXISTING 3\"/>



**A PHOTO**  
NOT TO SCALE

### KEY NOTES

- EXISTING FLOOR DRAIN.
- EXISTING FLOOR HUB OUTLET DRAIN.
- SINK USED FOR DRAINAGE PURPOSES ONLY AND DOES NOT HAVE WATER CONNECTIONS. PROVIDE 1-1/4\"/>
- REINSTALL SALVAGED FLOOR DRAIN AND 4\"/>
- CONNECT TO EXISTING 3\"/>
- ROUTE SANITARY VENT HORIZONTAL INSIDE RAMP TO AVOID PENETRATING THROUGH RAMP FLOOR AND DOOR CLEARANCE. ROUTE UP ALONG COLUMN. MATCH EXISTING PIPE MATERIAL AND SIZE.
- CONNECT 3/4\"/>
- CONNECT 4\"/>

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RAB  
Designer RAB  
Reviewer GWL  
Manager BWV

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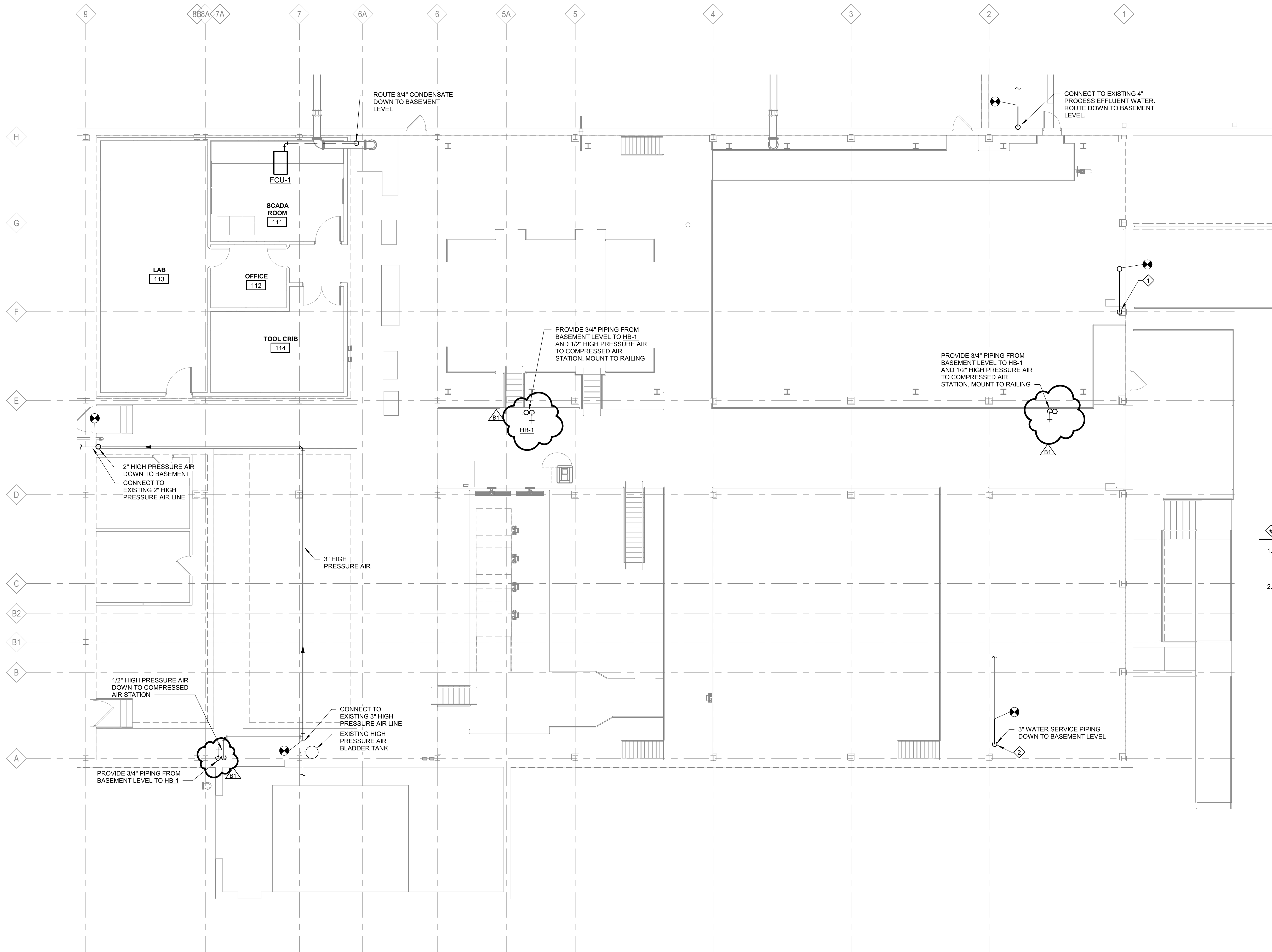
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221308

SHEET NO.

**M101**

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FIRST FLOOR PLUMBING PLAN

SCALE: 1/8" = 1'-0"

KEY NOTES

- ROUTE SANITARY VENT UP. ROUTE HORIZONTALLY NEAR ROOF AND RECONNECT TO EXISTING PORTION OF VENT PENETRATING THROUGH ROOF. MATCH EXISTING PIPE MATERIAL, SIZE AND SIZE.
- INSTALL 3" WATER SERVICE PIPING, METER, VALVES AND BACKFLOW PREVENTER AS SHOWN. FIELD VERIFY EXISTING PIPE SIZE AND MATCH.

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By RAB  
Designer RAB  
Reviewer GWL  
Manager BWV

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221308

SHEET NO.

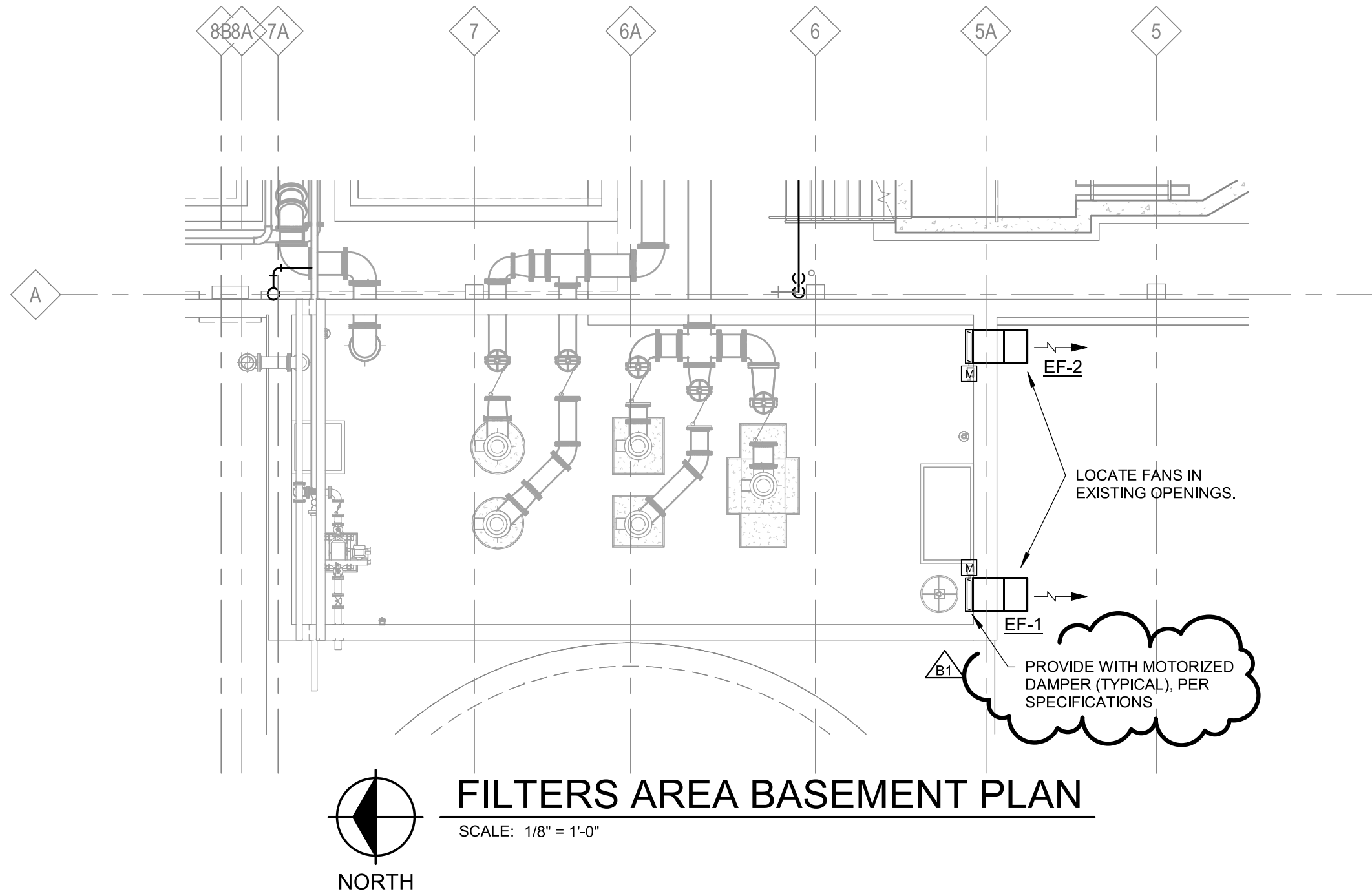
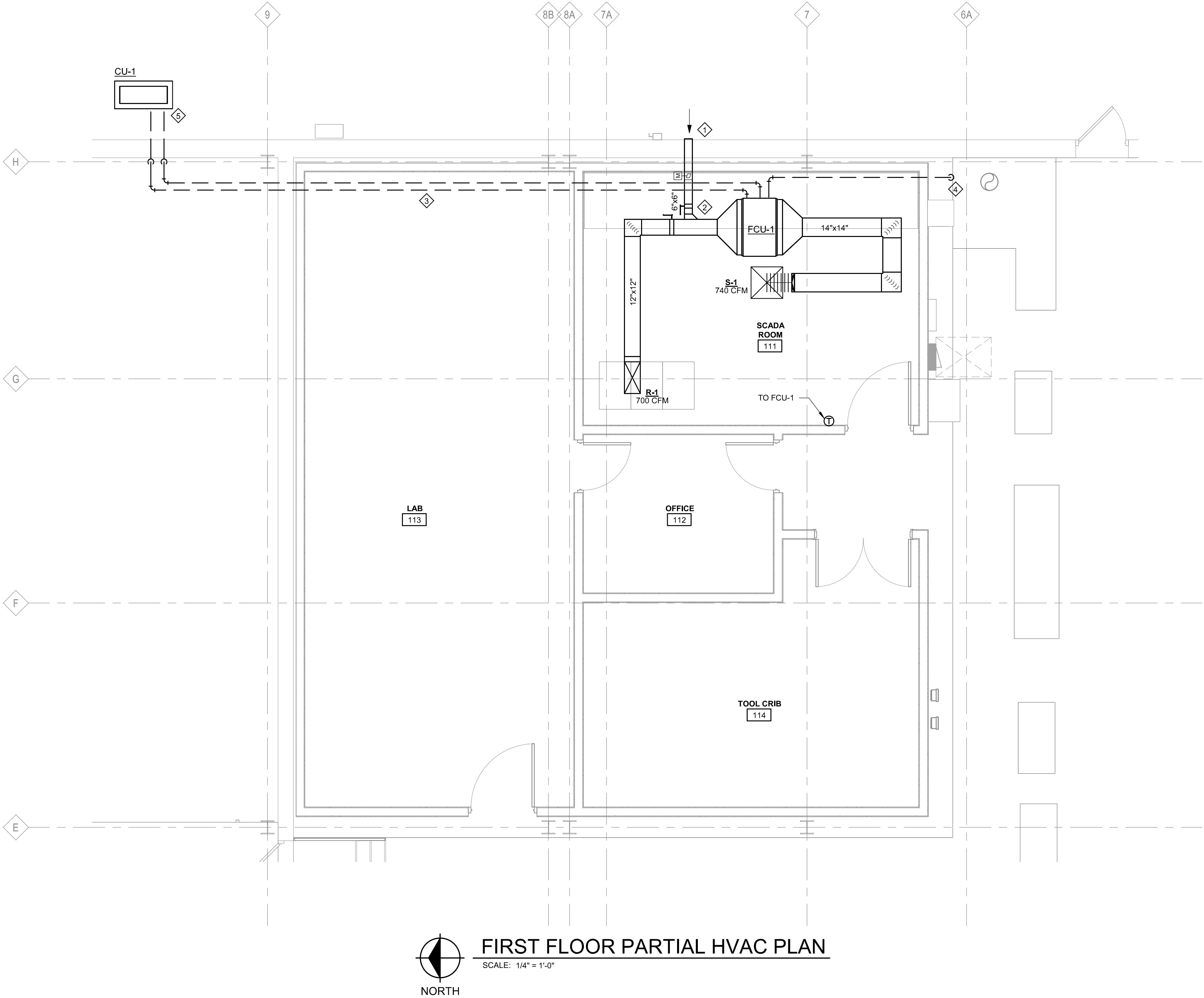
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- KEY NOTES**
1. PROVIDE WITH HOODED AIR INTAKE.
  2. BALANCE TO 40 CFM.
  3. SIZE REFRIGERANT PIPING PER MANUFACTURER'S REQUIREMENTS. ROUTE ALONG WALL.
  4. ROUTE 3/4" CONDENSATE TO DOWN TO BASEMENT LEVEL.
  5. REFER TO CIVIL DRAWINGS FOR EXACT CONDENSING UNIT LOCATION. UNIT TO BE LOCATED NORTH OF SIDEWALK.

**City of Owosso**  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

REVISIONS		
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9/7/2023	CONSTRUCTION SET
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Designer RAB  
Reviewer GWL  
Manager BWV

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221308  
SHEET NO.

**M501**  
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FCU SCHEDULE																
ID TAG	LOCATION	MANUFACTURER	MODEL	CFM	OA CFM	COOLING						HEATING				WEIGHT
						EAT (F DB)	EAT (F WB)	TOTAL CAPACITY (MBH)	SENSIBLE CAPACITY (MBH)	LAT (F DB)	LAT (F WB)	EAT (F DB)	TOTAL CAPACITY (MBH)	LAT (F DB)	ESP (IN WC)	
FCU-1	111 - SCADA ROOM	TRANE	TPEADA024	740	40	73	61	24000	20800	47	47	68	28000	103	0.4	69
NOTES																
• INDOOR UNITS RECEIVE POWER FROM OUTDOOR UNITS THROUGH FIELD-SUPPLIED INTERCONNECTED WIRING.																

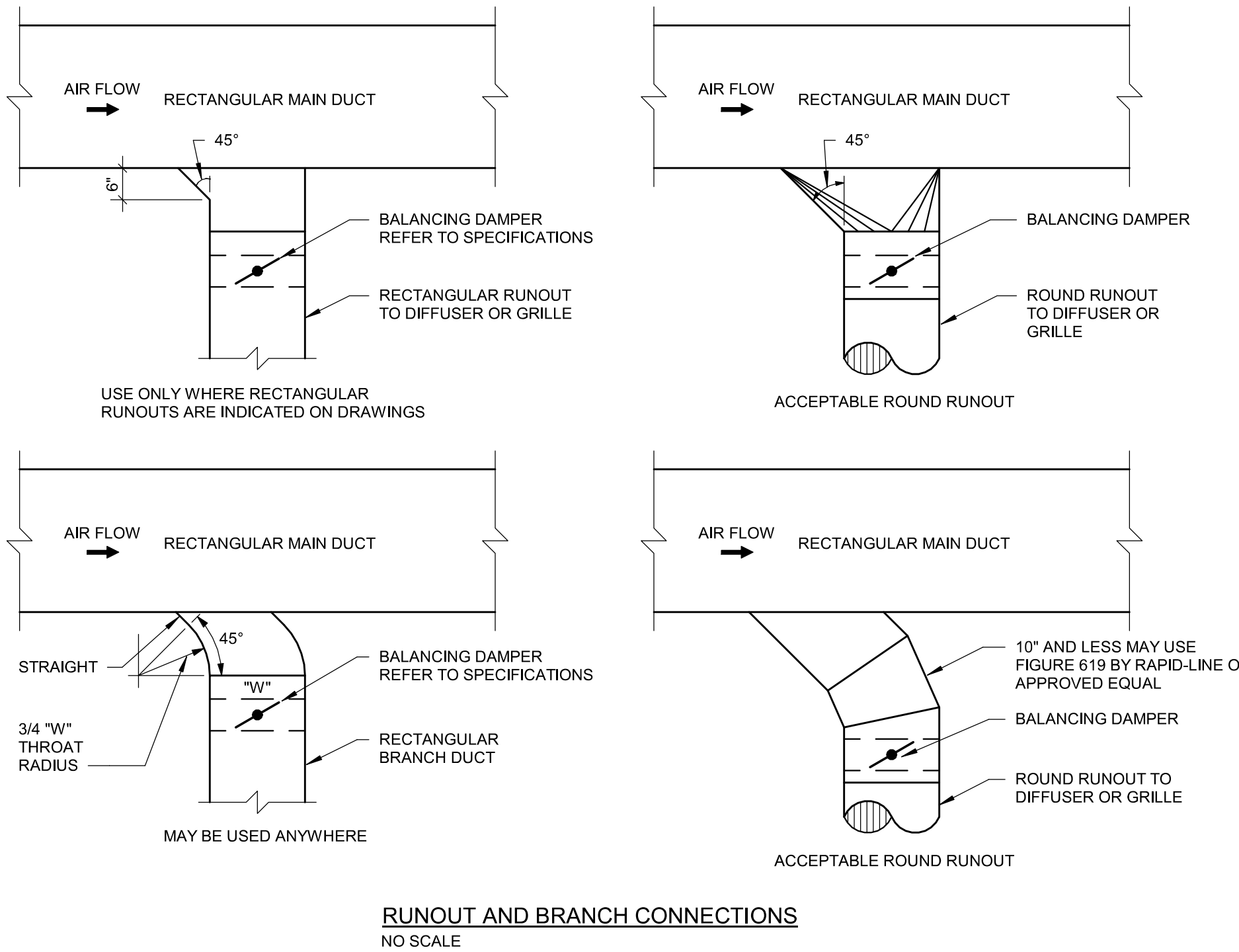
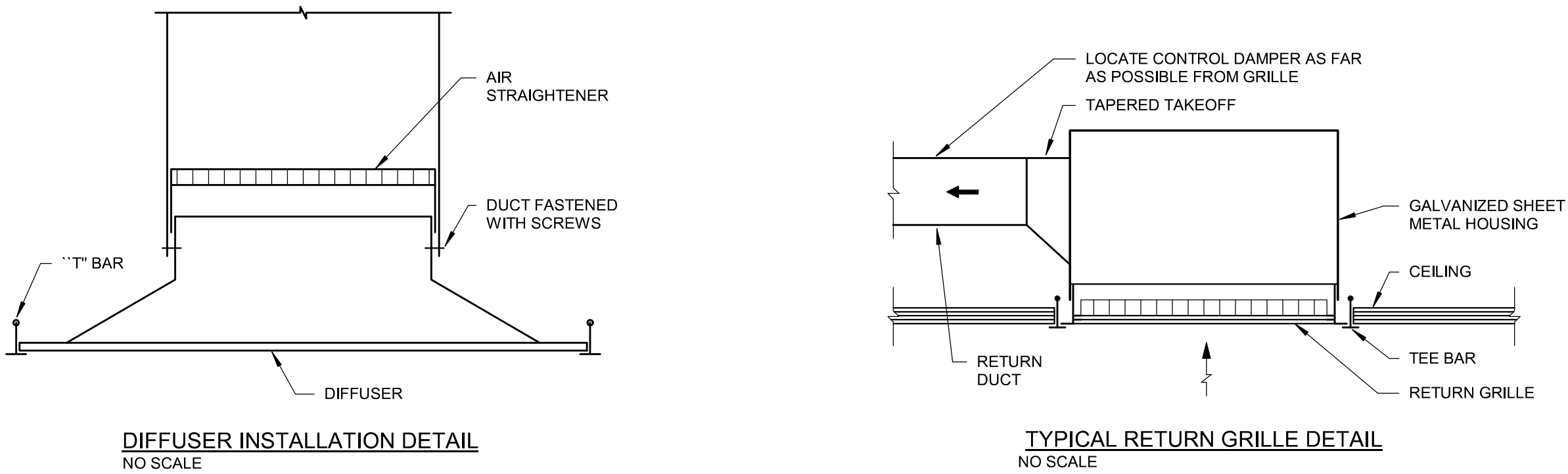
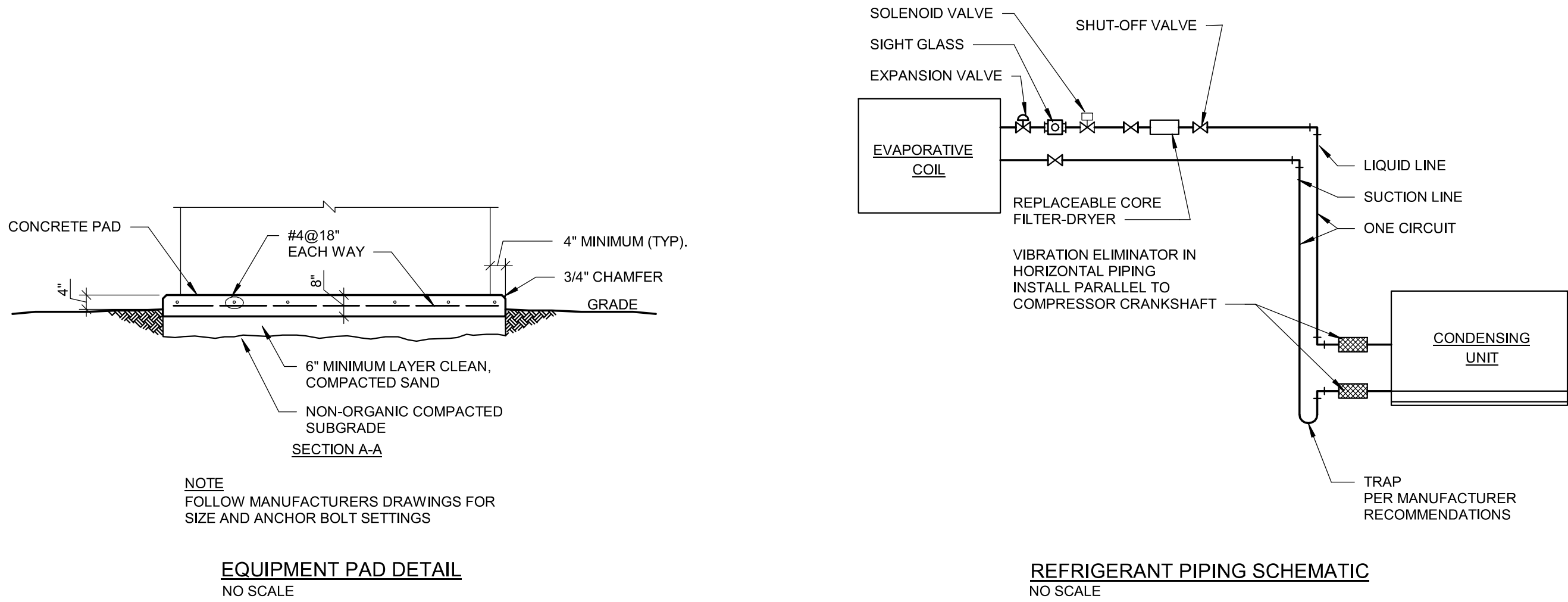
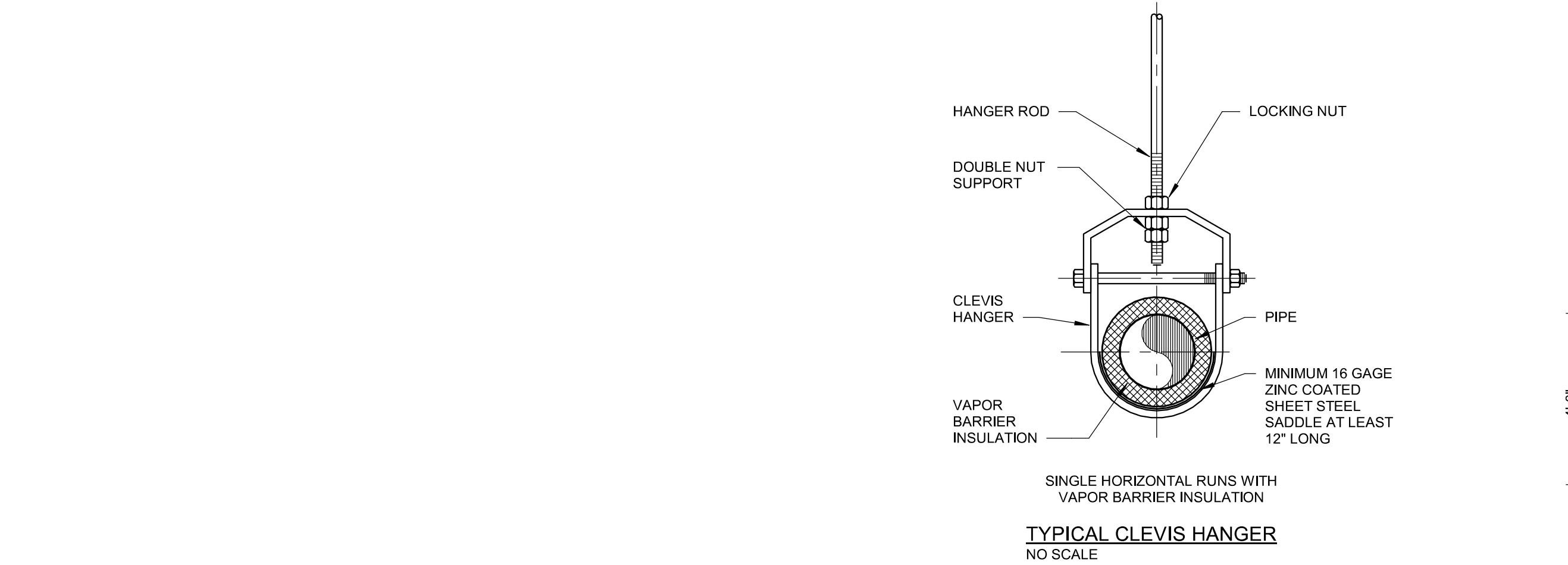
FAN SCHEDULE																		
ID TAG	LOCATION	SERVICE	MANUFACTURER	MODEL	FAN TYPE	HIGH CFM	LOW CFM	ESP (IN WC)	DRIVE TYPE	SOUND SONES	MOTOR HP	MAX MOTOR BHP	FAN RPM	ELECTRICAL		MOTOR CONTROLLER		MAX WEIGHT (LBS)
														VOLTAGE	PHASE	MOTOR STARTER	DISCONNECT SWITCH	
EF-1	PUMP ROOM	VENTILATION	ACME	FN21	SEIDWALL	7840	3135	0.10	DIRECT	24	1.50	1.5	1740	460	3	BY ELEC	BY ELEC	91
EF-2	PUMP ROOM	VENTILATION	ACME	FN21	SEIDWALL	7840	3135	0.10	DIRECT	24	1.50	1.5	1740	460	3	BY ELEC	BY ELEC	91
NOTES																		
• PROVIDE EPOXY COATING ON FAN																		

AIR COOLED CONDENSING UNIT SCHEDULE						
ID TAG	MANUFACTURER	MODEL	VOLTAGE	PHASE	MOC	MCA
CU-1	TRANE	NTXSKH24A	208 V	1	27	17

REGISTER, GRILLE AND DIFFUSER SCHEDULE							
ID TAG	MANUFACTURER	MODEL	NECK SIZE (IN)	FACE SIZE (IN)	MAX APD (IN WC)	MAX NC	MATERIAL
R-1	TITUS	50R	-	24x12	0.05	10	STEEL
S-1	TITUS	TMS	14"	24x24	0.05	22	STEEL

SEQUENCE OF OPERATIONS	
FAN COIL UNIT (FCU-1):	
1. DURING OCCUPIED HOURS, ENERGIZE CONSTANT SPEED SUPPLY FAN AND MODULATE HEATING AND COOLING AS REQUIRED TO MAINTAIN OCCUPIED SPACE SETPOINT. OPEN OUTSIDE AIR MOTORIZED DAMPER.	
2. DURING UNOCCUPIED HOURS, ENERGIZE CONSTANT SPEED SUPPLY FAN AND MODULATE HEATING AND COOLING AS REQUIRED TO MAINTAIN UNOCCUPIED SPACE SETPOINT. CLOSE MOTORIZED DAMPER.	
EXHAUST FANS (EF-1, EF-2):	
1. INTERLOCK MOTORIZED DAMPER WITH FAN.	
2. INTERLOCK FAN WITH LIGHT SWITCH.	
3. LIGHT SWITCH ON:	
A. RUN FANS AT HIGH SPEED	
B. SWITCH LEAD AND LAG FAN	
4. LIGHT SWITCH OFF:	
A. TURN OFF LAG FAN	
B. RUN LEAD FAN AT LOW SPEED	

PLUMBING FIXTURE SCHEDULE	
IDENTIFICATION	DESCRIPTION
SK-1	UTILITY SINK
1. BOWL: UTILATWIN 40"W X 24"L X 34"H, FLOOR MOUNTED, DOUBLE COMPARTMENT, POLYPROPYLENE, WHITE.	
2. DRAIN: 1-1/2" POLYPROPYLENE TAILPIECE AND POLYPROPYLENE GRID STRAINER.	
HB-1	HOSE BIBB
SINGLE UNIT SHALL BE CAST BRASS FAUCETS WITH COMPOSITION WASHER, METAL HANDLE, 3/4-INCH HOSE THREAD END AND VACUUM BREAKER; FINISH SHALL BE ROUGH BRASS, BASED ON CHICAGO FAUCET SINGLE #387, 3/4" IPS INLET, #293-6 REMOVABLE TEE HANDLE.	



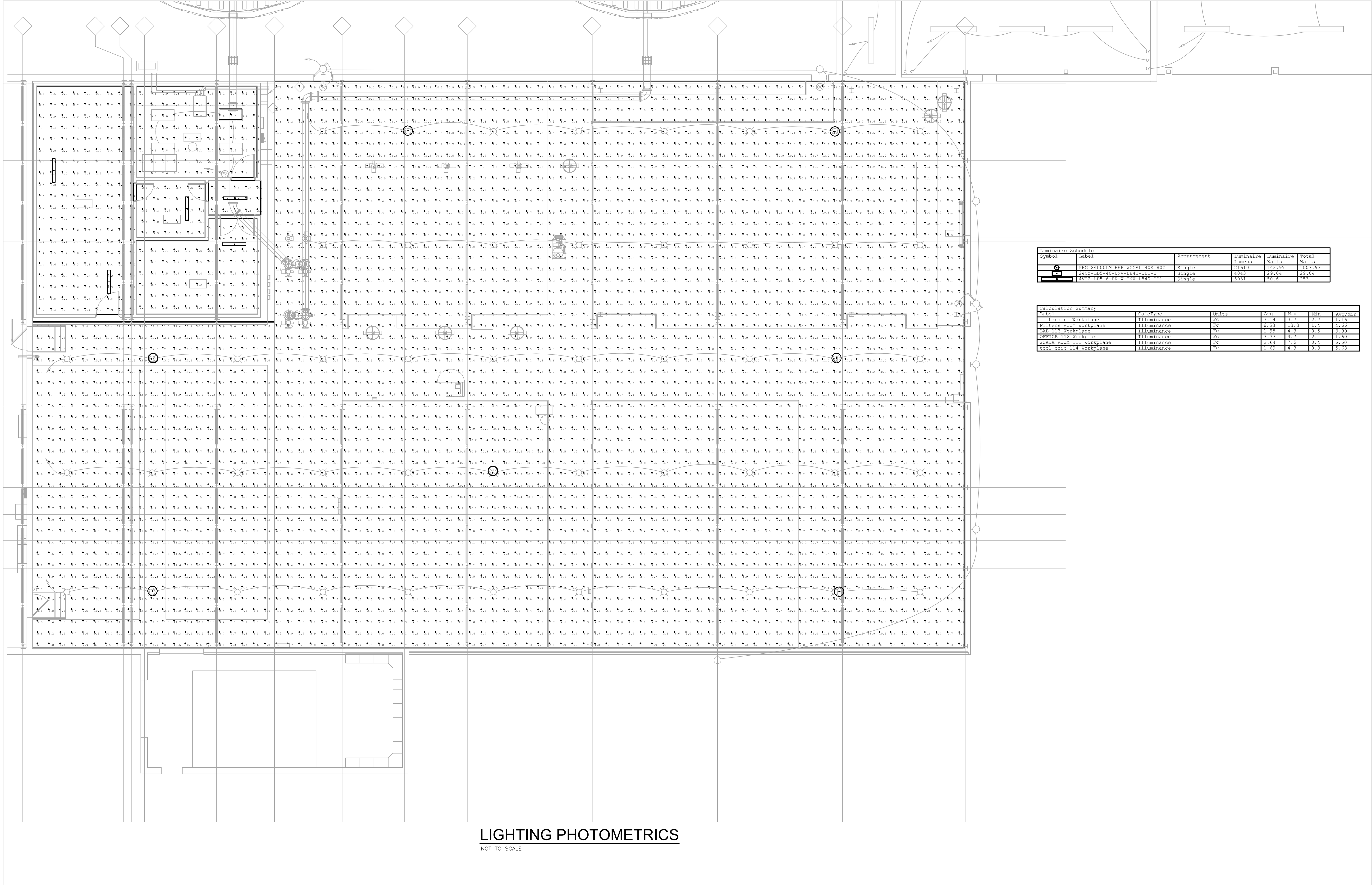
REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By	RAB
Designer	RAB
Reviewer	GWL
Manager	BWV

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PROJECT NO.	221308
SHEET NO.	



LIGHTING PHOTOMETRICS  
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Luminaire Schedule					
Symbol	Label	Arrangement	Luminaire Lumens	Luminaire Watts	Total Watts
	PHS 24000LM RFP NSGAL 40K 80C	Single	21810	243.93	1007.93
	2402-LD5-1C-UV-1840-CD1-0	Single	4043	29.04	29.04
	AVF2-LD5-6-DR-W-UV-1840-CD1-0	Single	5931	30.6	283

Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	Avg/Min
Filters rm Workplane	Illuminance	Fc	8.74	8.7	2.7	3.24
Filters Room Workplane	Illuminance	Fc	6.53	13.3	1.4	4.66
LAB 113 Workplane	Illuminance	Fc	1.95	4.3	0.5	3.90
OFFICE 112 Workplane	Illuminance	Fc	3.37	4.7	2.1	1.60
SCADA ROOM 111 Workplane	Illuminance	Fc	2.64	7.5	0.4	6.60
tool crib 114 Workplane	Illuminance	Fc	1.69	4.3	0.3	5.63

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1

9/7/2023	CONSTRUCTION SET
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Drawn By	BJM
Designer	BJM
Reviewer	JAC
Manager	BWV

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PROJECT NO.
221308
SHEET NO.

BULLETIN  
PAGE 1 OF 2

CONTRACT FOR:	Wastewater Treatment Plant Improvements Phase 1
OWNER:	City of Owosso 1410 Chippewa Trail Owosso, MI 48867
CONTRACTOR:	RCL Construction Company, Inc. 77 West Maynard Road Sanford, MI 48657
ENGINEER:	Fishbeck 1515 Arboretum Drive, SE Grand Rapids, MI 49546
DRAWING REVISION NO.:	
ISSUED HEREWITH:	
SPECIFICATION SECTIONS:	
SHEETS:	P003, P207, P302, D101, C401

The items below are being considered as possible changes to the Contract Documents for this Project. Contractor is requested to submit changes in cost, if any, for each item and indicate whether it is an addition to or deduction from the Contract Price. Costs are requested as lump sums unless otherwise noted as a unit cost. Include all labor, materials, overhead and profit, trades, subcontractors, and related costs. After reviewing the effects of those changes in the Work, Owner may issue a Change Order specifying which changes are to be incorporated in the Work, if any.

This Bulletin is not a Change Order and is not to be deemed authorization to proceed with the changes listed.

Additional work or materials, where proposed, shall meet the requirements of the Contract Documents, except where noted.

Contractor is responsible for notifying Engineer, in writing, concerning any revision or clarification which causes a change in the Contract Documents, but not specifically mentioned as a cost item in this Bulletin.

Return one completed and signed copy of the Bulletin to Engineer on or before the due date noted above.

Each proposed change has been described briefly with additional information provided concerning detailed changes required for the major trades concerned. Only one total cost figure has been requested for each item on the Bulletin; however, a complete breakdown is required for each item as supporting documentation. This will allow Owner to more easily evaluate the proposed cost changes. Each Bulletin item is an all-inclusive item and may concern work from several trades or Subcontractors. It is Contractor's responsibility to ensure that all work for each item has been included in the total cost figure provided to Owner.

**ITEM NO. 1:** Process Effluent Water Pipe  
Sheet: D101 – Site Demolition Plan (reissued)  
C401 – Utility Plan (reissued)  
P003 – Schedules and Details (reissued)  
P207 – UV Disinfection Enlarged Plan (reissued)  
P302 – Sections (reissued)

- A. Reroute PEW pipe to avoid going under loading dock. Reduce pipe and valve size to 4" inside building and add a penetration.
- B. Add 4" PEW pipe with two 4"x4" tees. Install 2" yard hydrant off northern tee. Connect to existing and cap future extension on southern tee.
- C. Remove existing section of PEW pipe and abandon northern section. Remove existing yard hydrant and associated piping.

**D. 4" PVC quoted, not ductile**

ADD/DEDUCT: \$ 32,123.00

BULLETIN  
PAGE 2 OF 2

ITEM NO. 2:      Sludge Pipe  
Sheet:      D101 – Site Demolition Plan (reissued)  
              C401 – Utility Plan (reissued)

- A. Extend removal limits of 6" sludge pipes at northeast corner of Intermediate Clarifier No. 1.
- B. Add 2 valves on secondary clarifier sludge pipe and add connection for future secondary clarifier with cap.  
Modify sludge pipe connection with 6"x6" tee and 45-degree bend.

**C. Remove 1 valve for future clarifier**

ADD/DEDUCT:    \$ 15,862.00

Contractor:



Nicholas Coon  
2023.12.20 16:28:29-05'00'

Signature

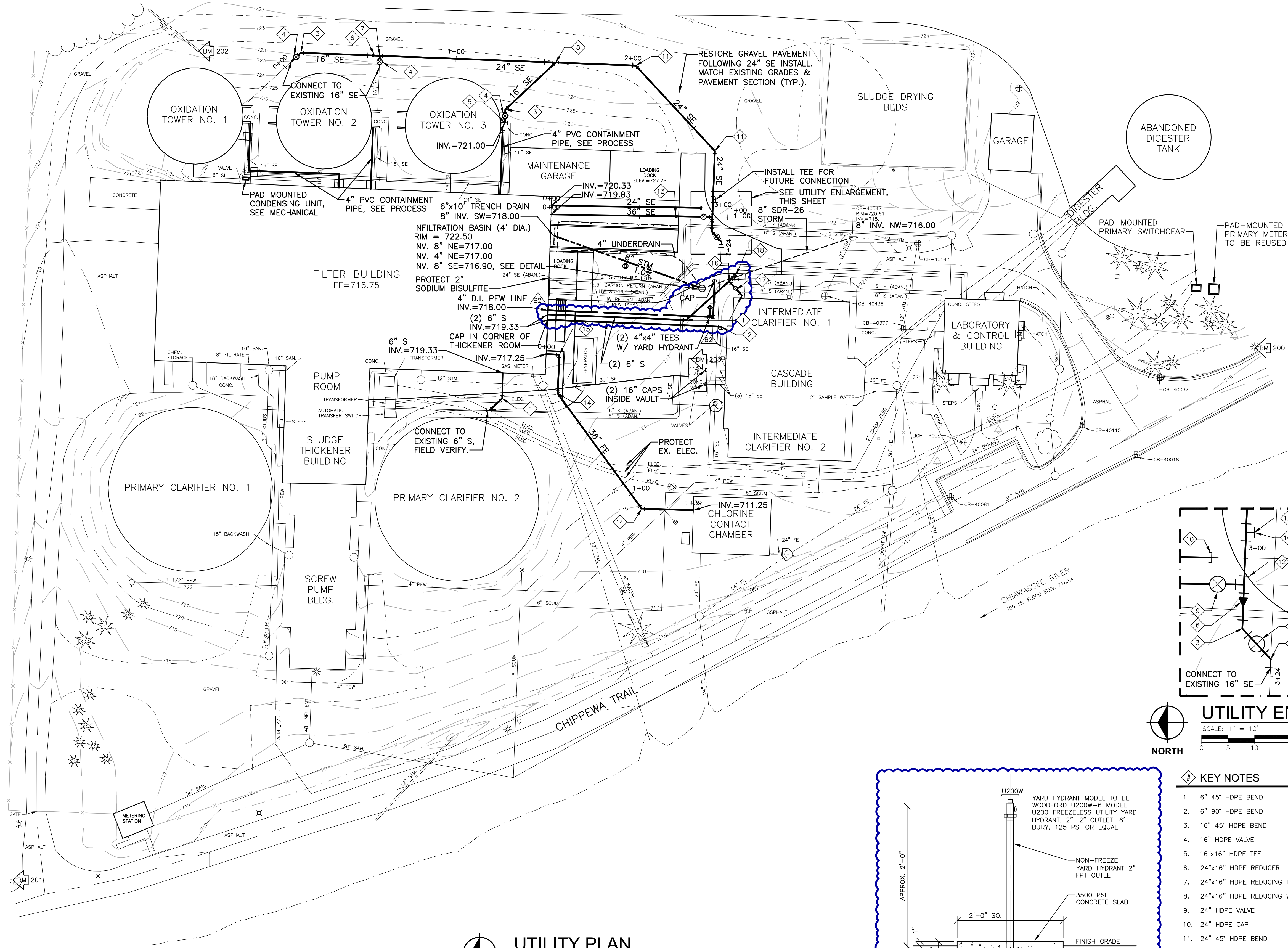
Nicholas Coon , Project Manager

Name and Title of Signatory

12/20/2023

Date

END OF BULLETIN

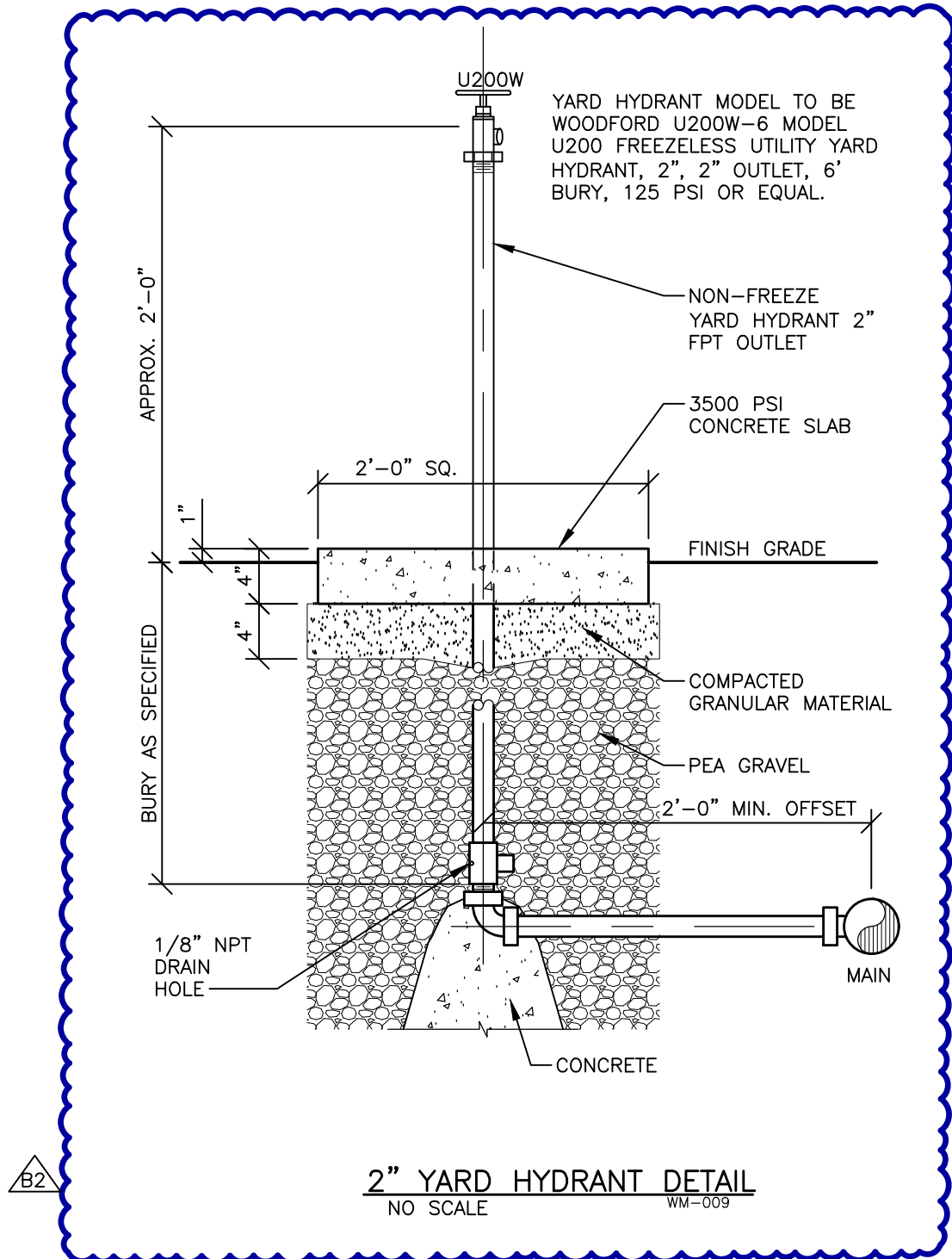


**UTILITY PLAN**  
SCALE: 1" = 30'  
0 15 30 60

**UTILITY ENLARGEMENT**  
SCALE: 1" = 10'  
0 5 10 20

**KEY NOTES**

- 6" 45° HDPE BEND
- 6" 90° HDPE BEND
- 16" 45° HDPE BEND
- 16" HDPE VALVE
- 16"x16" HDPE TEE
- 24"x16" HDPE REDUCER
- 24"x16" HDPE REDUCING TEE
- 24"x16" HDPE REDUCING WYE
- 24" HDPE VALVE
- 24" HDPE CAP
- 24" 45° HDPE BEND
- 24"x24" HDPE TEE
- 36"x24" HDPE REDUCER
- 36" 45° HDPE BEND
- 36" 90° HDPE BEND
- 6"x6" HDPE TEE
- 6" HDPE VALVE
- 18" 6" HDPE CAP



**BENCH MARKS**

- BENCH MARK 200 ELEVATION: 718.71  
MAG NAIL ON WEST SIDE OF CONCRETE LIGHT POLE  
BASE EAST OF CHIPPEWA TRAIL, 80'± SOUTHEAST OF  
CENTERLINE OF SOUTH ENTRANCE DRIVE TO SITE
- BENCH MARK 201 ELEVATION: 716.43  
CHISELED X ON EAST-SOUTHEAST FLANGE BOLT OF  
HYDRANT AT NORTHEAST CORNER OF INTERSECTION OF  
NORTH ENTRANCE DRIVE TO SITE & CHIPPEWA TRAIL
- BENCH MARK 202 ELEVATION: 722.98  
CHISELED X ON TOP OF WEST END OF 12" RCP  
CULVERT NEAR NORTHEAST CORNER OF SITE, 10'±  
WEST OF GRAVEL DRIVE
- BENCH MARK 203 ELEVATION: 721.40  
MAG NAIL IN NORTHEAST CORNER OF CONCRETE PAD  
NORTH OF FLOCCULATION AND SETTLING TANK AREA AND  
80'± SOUTH OF THE SOUTHWEST CORNER OF MAIN BUILDING

**SYMBOL LEGEND**

- 8" SAN. SANITARY SEWER & MANHOLE
- 30" SE SECONDARY EFFLUENT
- 8" SI SECONDARY INFLUENT
- 36" FE FINAL EFFLUENT
- 6" S SLUDGE
- WYE & LEAD
- RISER & LEAD
- STANDARD SEWER CLEANOUT
- 12" STORM STORM SEWER & MANHOLE
- CATCH BASIN
- UNDERDRAIN
- 8" WATER WATER MAIN
- 6" PEW PROCESS EFFLUENT WATER
- VALVE & BOX
- VALVE & CHAMBER
- METER
- PLUG
- STANDARD FIRE HYDRANT ASSEMBLY
- CURB STOP & BOX
- GAS MAIN
- ELECTRIC
- TELEPHONE/FIBER OPTIC

**NOTES**

- EXISTING UTILITIES LOCATIONS SHOWN ARE APPROXIMATE.  
FIELD VERIFY UTILITY LOCATION, CROSSINGS AND TIE IN  
POINTS BEFORE INSTALLATION.
- VERIFY THE HORIZONTAL AND VERTICAL LOCATION OF EXISTING  
UTILITIES PRIOR TO EXCAVATION WHERE NECESSARY.
- PROTECT AND MAINTAIN SERVICE OF OTHER UTILITIES AT  
CROSSINGS.
- DO NOT CONNECT ROOF DRAINS, FOUNDATION DRAINS, AND  
OTHER CLEAN WATER SERVICES TO THE SANITARY SEWER.
- END SECTIONS ARE INCLUDED IN PIPE LENGTHS SHOWN.
- PROVIDE RIPRAP AT ALL END SECTIONS UNLESS OTHERWISE  
NOTED.
- PROVIDE AND MAINTAIN INLET FILTERS AT ALL CATCH BASIN  
INLETS, DURING CONSTRUCTION.
- WATERLINES TO HAVE A MINIMUM OF 5.5 FEET OF COVER.
- PROVIDE A MINIMUM OF EIGHTEEN (18) INCHES OF VERTICAL  
SEPARATION AND TEN (10) FEET OF HORIZONTAL SEPARATION  
BETWEEN THE WATER MAIN AND ALL SANITARY AND STORM  
SEWERS.
- ADJUST ALL CASTINGS TO FINISH GRADES.
- PIPE LENGTHS ARE TO CENTER OF STRUCTURES UNLESS  
NOTED OTHERWISE. ALL PIPE LENGTHS ARE FOR THE  
CONVENIENCE OF THE CONTRACTOR.
- ALL PIPE SIZES ARE INTERIOR DIAMETER.

**REVISIONS**

DATE	BY	DESCRIPTION
5/26/2023	A1	ADDENDUM NO. 1
6/1/2023	A2	ADDENDUM NO. 2
10/5/2023	B1	BULLETIN NO. 1
11/13/2023	B2	BULLETIN NO. 2

**CONSTRUCTION SET**

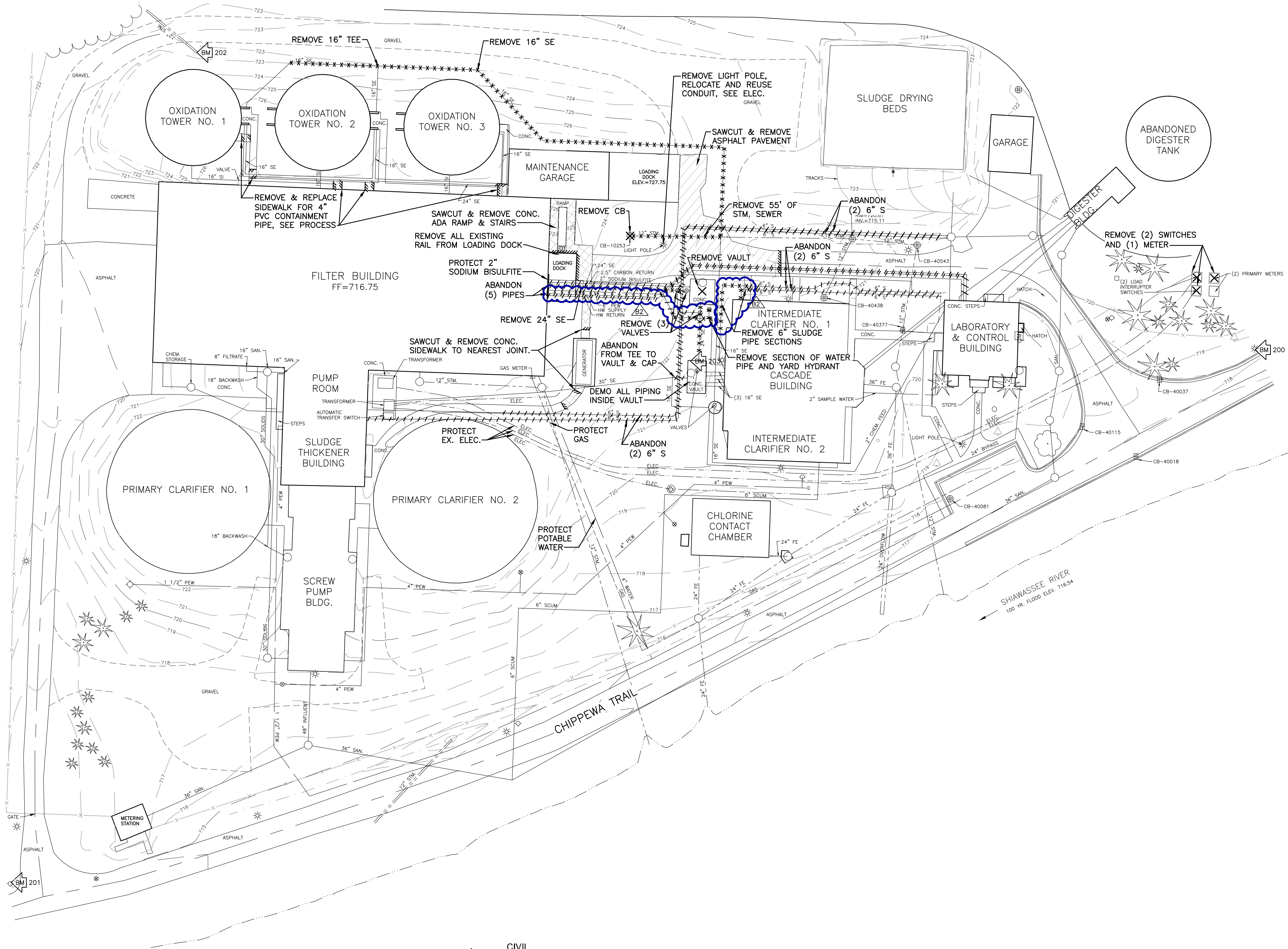
Drawn By	BEV
Designer	BEV
Reviewer	NB
Manager	BWV

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indicated and graphic quality may  
not be accurate for any other size.

PROJECT NO.  
**221308**

SHEET NO.

**C401**



CIVIL  
SITE DEMOLITION PLAN

SCALE: 1" = 30'  
0 15 30 60

BENCH MARKS

- BENCH MARK 200 ELEVATION: 718.71  
MAG NAIL ON WEST SIDE OF CONCRETE LIGHT POLE  
BASE EAST OF CHIPPEWA TRAIL, 80'± SOUTHEAST OF  
CENTERLINE OF SOUTH ENTRANCE DRIVE TO SITE
- BENCH MARK 201 ELEVATION: 716.43  
CHISELED X ON EAST-SOUTHEAST FLANGE BOLT OF  
HYDRANT AT NORTHEAST CORNER OF INTERSECTION OF  
NORTH ENTRANCE DRIVE TO SITE & CHIPPEWA TRAIL
- BENCH MARK 202 ELEVATION: 722.98  
CHISELED X ON TOP OF WEST END OF 12" RCP  
CULVERT NEAR NORTHEAST CORNER OF SITE, 10'±  
WEST OF GRAVEL DRIVE
- BENCH MARK 203 ELEVATION: 721.40  
MAG NAIL IN NORTHEAST CORNER OF CONCRETE PAD  
NORTH OF FLOCCULATION AND SETTLING TANK AREA AND  
80'± SOUTH OF THE SOUTHWEST CORNER OF MAIN BUILDING

SYMBOL LEGEND

- SAWCUT  
ABANDON PIPE WITH FLOWABLE FILL  
PIPE REMOVAL  
REMOVE OBJECT  
REMOVE BUILDING  
REMOVE BITUMINOUS PAVEMENT  
FULL DEPTH  
REMOVE CONCRETE PAVEMENT  
TREE PROTECTION  
TREE REMOVAL

NOTES

- FIELD VERIFY THE EXTENT OF REMOVALS AND DEMOLITION PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF ANY DEVIATIONS FROM INFORMATION SHOWN.
- PRIOR TO CONSTRUCTION ALL FENCING, BARRICADES, ENCLOSURES, ETC., MUST BE INSTALLED AND APPROVED BY OWNER OR CONSTRUCTION MANAGER.
- DISPOSE OF DEMOLITION AND EXCAVATION MATERIALS IN ACCORDANCE WITH CONTRACT DOCUMENTS.
- SOIL EROSION AND SEDIMENTATION CONTROL MEASURES MUST BE IN PLACE PRIOR TO STARTING REMOVALS AND DEMOLITION.
- UNLESS SPECIFICALLY NOTED FOR REMOVAL ON THE PLANS, PROTECT ALL SIDEWALKS, DRIVES, CULVERTS, DRAINAGE STRUCTURES, AND ABOVE AS WELL AS BELOW GRADE UTILITIES. REMOVE AND REPLACE ALL SUCH ITEMS DAMAGED OR DESTROYED DURING CONSTRUCTION WITH NEW AT NO ADDITIONAL COST TO THE OWNER.
- PROTECT EXISTING TREES TO REMAIN WITH TEMPORARY FENCING AT THE DRIP LINE. NO GROUND DISTURBANCE OR STORAGE OF MATERIAL/EQUIPMENT SHALL OCCUR WITHIN THE DRIP LINE LIMITS.
- COORDINATE REMOVAL OR REPLACEMENT OF ELECTRICAL, TELEPHONE, CABLE TV, WATER, FIBER OPTIC CABLE AND/OR GAS LINES WITH THE AFFECTED UTILITY COMPANY. PROVIDE ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY AS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE. PAY CLOSE ATTENTION TO EXISTING UTILITIES WITHIN THE CONSTRUCTION LIMITS. GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PROCEEDING WITH THE WORK.
- PERFORM CLEARING, GRUBBING, TREE AND STUMP REMOVAL, TOPSOIL REMOVAL AND STOCKPILING IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- BEFORE REMOVING OR ABANDONING ANY UTILITY PIPES, VERIFY NEW UTILITY PIPE HAS BEEN INSTALLED, TESTED AND IS OPERATIONAL.
- THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THIS DRAWING HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. VERIFY CRITICAL INVERT INFORMATION PRIOR TO BEGINNING CONSTRUCTION.
- SAWCUT AND REPLACE DAMAGE CAUSED TO SURROUNDING AREA PAVEMENT OUTSIDE THE CONSTRUCTION LIMITS AT NO ADDITIONAL COST TO THE OWNER.
- COORDINATE SEQUENCING AND PHASING OF DEMOLITION WITH CONSTRUCTION MANAGER.
- SEE OTHER DRAWINGS FOR ADDITIONAL SITE DEMOLITION WORK.
- SAWCUT CURB AND GUTTER AND SIDEWALKS TO NEAREST JOINT.

REVISONS		
5/26/2023	A1	ADDENDUM NO. 1
6/1/2023	A2	ADDENDUM NO. 2
11/13/2023	B2	BULLETIN NO. 2

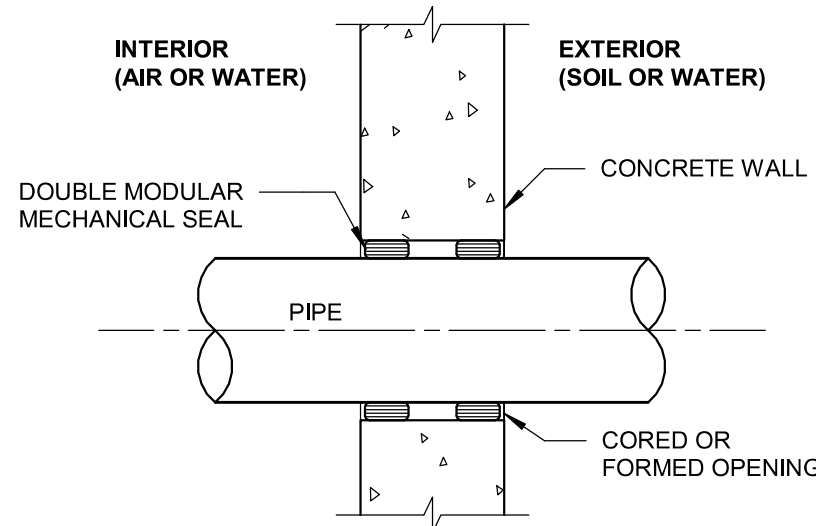
9/7/2023	CONSTRUCTION SET
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Drawn By	BEV
Designer	BEV
Reviewer	NB
Manager	BWV

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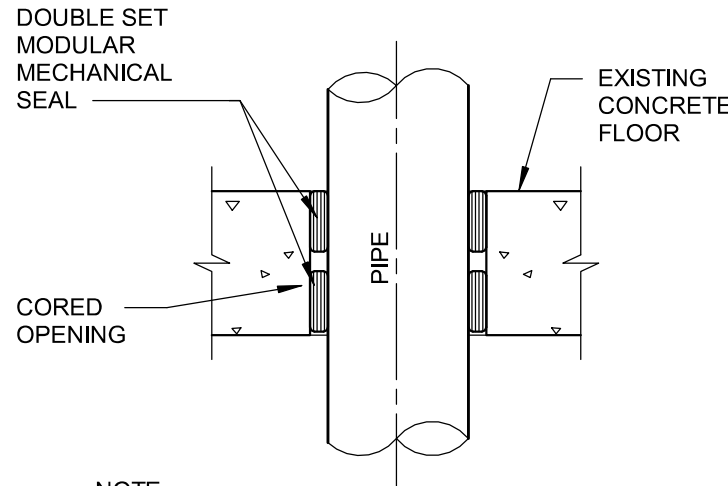
PROJECT NO.
221308
SHEET NO.

D101



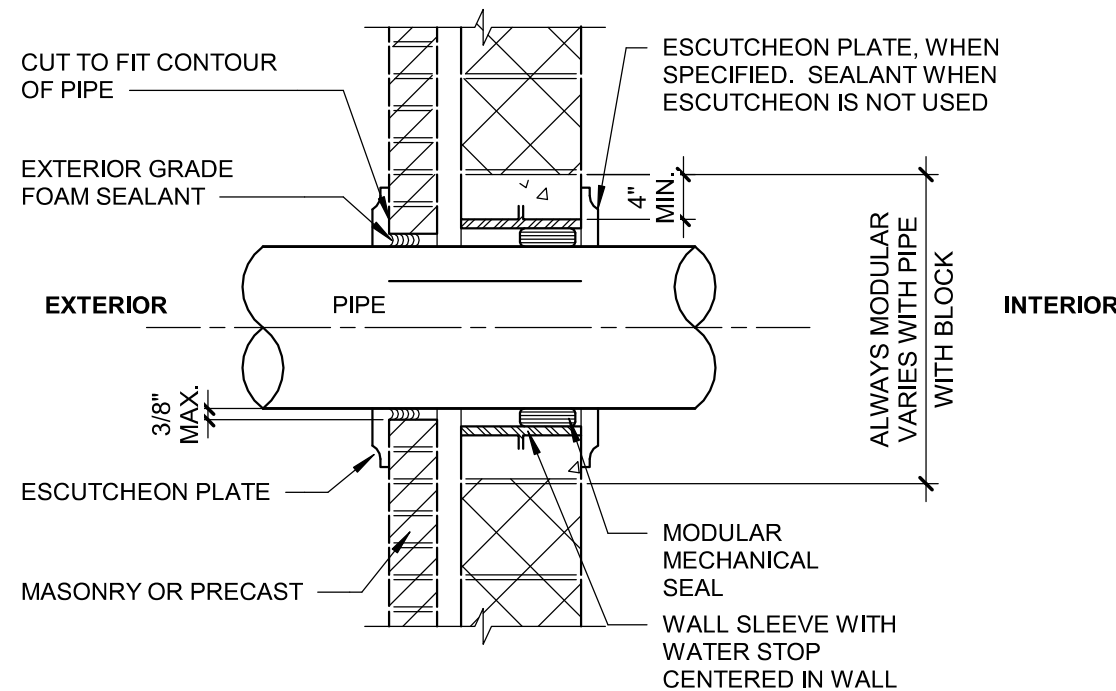
NOTE:  
1. FOR ALL PIPING PASSING THROUGH CORED OR FORMED OPENINGS IN NEW OR EXISTING CONCRETE WALLS, WHERE NO SLEEVE IS USED.

**WPN-1**  
**WALL PENETRATION DETAIL**  
NO SCALE



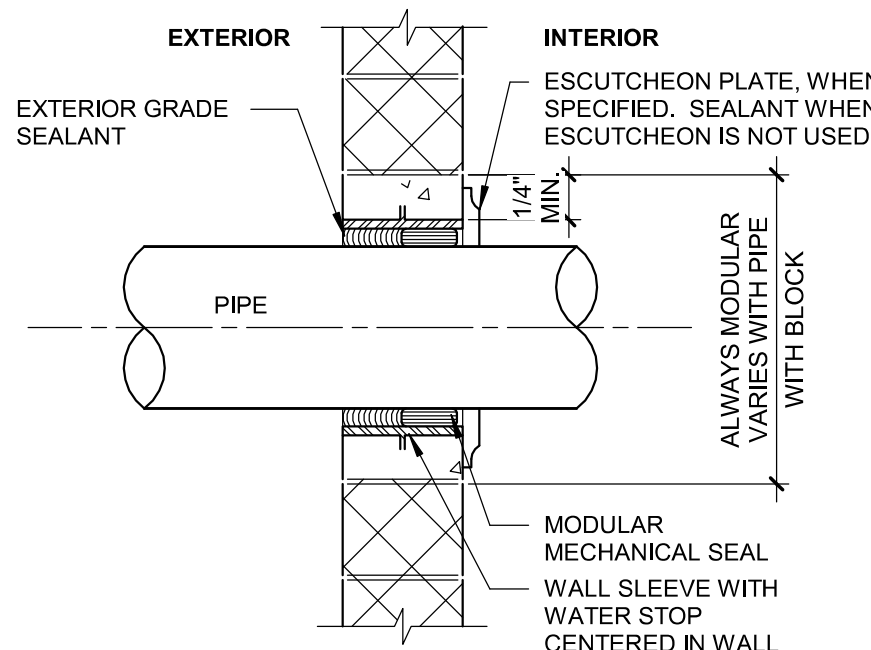
NOTE  
1. FOR ALL PIPING PASSING THROUGH CORED OPENINGS IN EXISTING FLOORS.  
2. FIELD VERIFY THAT FLOOR THICKNESS WILL EXCEPT (2) SETS OF MODULAR MECHANICAL SEALS FOR REQUIRED PIPE SIZES.

**FPN-1**  
**FLOOR PENETRATION DETAIL**  
NO SCALE



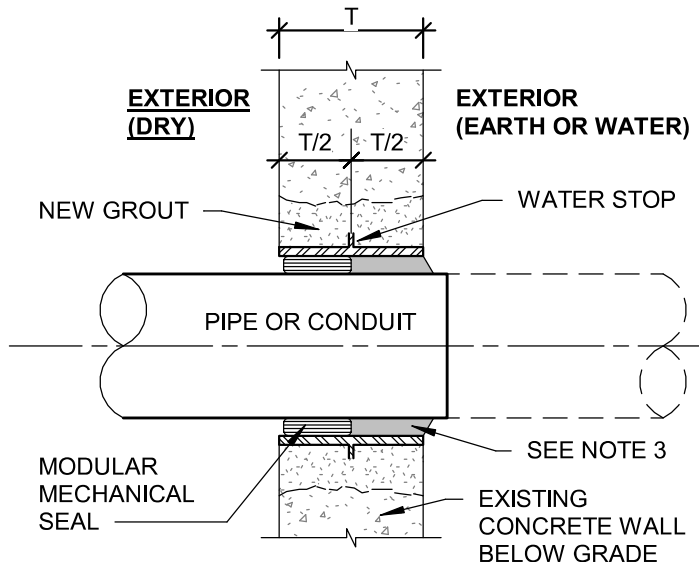
NOTE  
1. FOR ALL PIPING THROUGH EXISTING EXTERIOR BLOCK AND BRICK WALLS.

**WS-4**  
**WALL SLEEVE DETAIL**  
NO SCALE



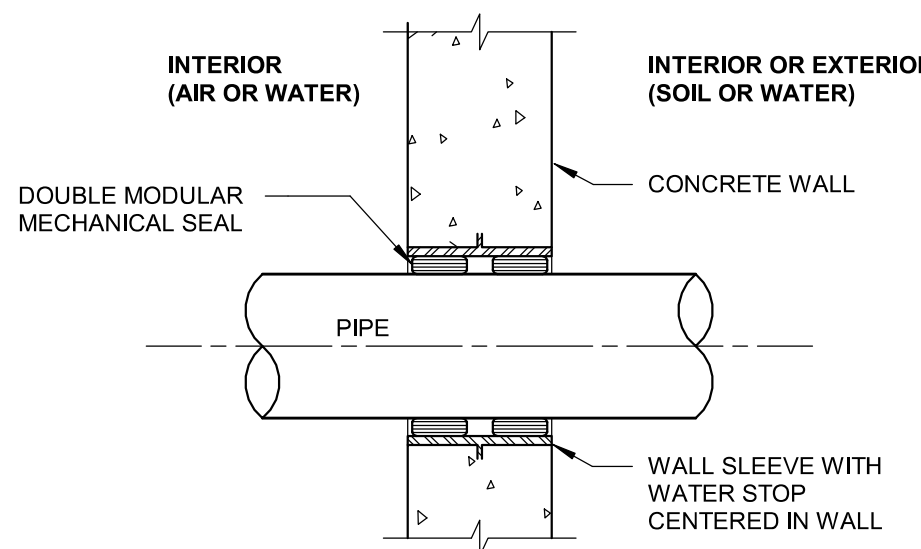
NOTE  
1. FOR ALL PIPING PASSING THROUGH EXISTING EXTERIOR BLOCK WALLS.

**WS-3**  
**WALL SLEEVE DETAIL**  
NO SCALE



NOTES:  
1. FOR ALL PIPING PASSING THROUGH EXISTING CONCRETE WALLS.  
2. CAST IRON OR STEEL WALL SLEEVE WITH WATER STOP IF STEEL USE STD. VIT. PIPE.  
3. IF PIPE TERMINATES AT WALL FULL SPACE BETWEEN WALL AND PIPE WITH NON-SHRINK GROUT AFTER SEAL IS SET.  
4. IF PIPE CONTINUES BEYOND WALL ON EARTH SIDE THE FIRST JOINT SHALL BE WITHIN 1'-0\"/>

**WS-2**  
**WALL SLEEVE DETAIL**  
NO SCALE



NOTE:  
1. FOR ALL PIPING PASSING THROUGH NEW CAST-IN-PLACE CONCRETE WALLS.

**WS-1**  
**WALL SLEEVE DETAIL**  
NO SCALE

PUMP SCHEDULE										
TAG	SIZE INLET	SIZE OUTLET	SERVICE	BASIS OF DESIGN MODEL	GPM	TDH (ft)	MOTOR HP	MOTOR VOLT	RPM	NOTES
P-400	6"	6"	SECONDARY SLUDGE	PENN VALLEY 6DDSX76	50-200	11	7.5	480	200	

GATE SCHEDULE					
GATE TAG	SIZE	CHANNEL DIMS	FRAME TYPE	OPERATOR	NOTES
SL-601	5'-3" x 5'-0"	5'-3 1/4" x 6'-3"	EMBEDDED	HANDWHEEL MOUNTED TO FRAME	SELF CONTAINED WITH 4'-0" MIN. GATE LIFT, TOP OF FRAME 3'-6" ABOVE WALKWAY.
SL-602	4'-0" x 3'-2"	4'-0" x 4'-5"	EMBEDDED	HANDWHEEL MOUNTED TO FRAME	SELF CONTAINED WITH 4'-0" MIN. GATE LIFT, TOP OF FRAME 3'-6" ABOVE WALKWAY.

VALVE SCHEDULE					
TAG	SIZE	TYPE	OPERATOR	SERVICE	NOTES
301	14"	RUBBER FLAPPER SWING CHECK	NA	SIP-5 DISCHARGE	ADJUSTABLE SPRING RETURN
302	14"	KNIFE GATE	HANDWHEEL	SIP-5 DISCHARGE	
303	12"	RUBBER FLAPPER SWING CHECK	NA	SIP-3 DISCHARGE	ADJUSTABLE SPRING RETURN
304	12"	KNIFE GATE	HANDWHEEL	SIP-3 DISCHARGE	
305	12"	RUBBER FLAPPER SWING CHECK	NA	SIP-4 DISCHARGE	ADJUSTABLE SPRING RETURN
306	12"	KNIFE GATE	HANDWHEEL	SIP-4 DISCHARGE	
307	12"	RUBBER FLAPPER SWING CHECK	NA	SIP-2 DISCHARGE	ADJUSTABLE SPRING RETURN
308	12"	KNIFE GATE	HANDWHEEL	SIP-2 DISCHARGE	
309	12"	RUBBER FLAPPER SWING CHECK	NA	SIP-1 DISCHARGE	ADJUSTABLE SPRING RETURN
310	12"	KNIFE GATE	HANDWHEEL	SIP-1 DISCHARGE	
312	16"	PLUG	ELECTRIC	SECONDARY INFLUENT	
313	16"	PLUG	ELECTRIC	SECONDARY INFLUENT	
314	12"	PLUG	ELECTRIC	SECONDARY INFLUENT	
315	12"	PLUG	ELECTRIC	SECONDARY INFLUENT	
316	12"	PLUG	ELECTRIC	SECONDARY INFLUENT	
317	12"	PLUG	ELECTRIC	SECONDARY INFLUENT	
321	16"	PLUG	ELECTRIC, MODULATING	SECONDARY RECYCLE	
322	24"	GATE	HANDWHEEL WITH EXTENSION	SECONDARY INFLUENT	PROVIDE MIN. 10'-1" FROM CENTERLINE OF VALVE TO HANDWHEEL
325	16"	PLUG	MANUAL	SECONDARY RECYCLE	
326	16"	PLUG	MANUAL	SECONDARY RECYCLE	
327	24"	PLUG	CHAINWHEEL	SECONDARY EFFLUENT	
328	1"	AIR RELEASE	NA	SECONDARY INFLUENT	THREADED INTO TAPPED BF. PLUMB TO FLOOR DRAIN.
401	6"	PLUG	MANUAL	SECONDARY SLUDGE	
402	6"	CHECK	NA	SECONDARY SLUDGE	
403	6"	PLUG	HANDWHEEL	SECONDARY SLUDGE	
407	6"	PLUG	LEVER	SECONDARY SLUDGE	
408	6"	PLUG	HANDWHEEL	SECONDARY SLUDGE	
409	6"	PLUG	HANDWHEEL	SECONDARY SLUDGE	
500	30"	PLUG	HANDWHEEL	DISC FILTER BYPASS	INSTALL VALVE FLOOR STAND ON GRATING, WITH EXTENSION STEM TO VALVE
501	30"	PLUG	ELECTRIC, OPEN/CLOSE	TF-1 INFLUENT	
502	30"	PLUG	ELECTRIC, OPEN/CLOSE	TF-2 INFLUENT	
503	30"	PLUG	ELECTRIC, OPEN/CLOSE	TF-3 INFLUENT	
504	24"	PLUG	HANDWHEEL	TF-1 EFFLUENT	
505	24"	PLUG	HANDWHEEL	TF-2 EFFLUENT	
506	24"	PLUG	HANDWHEEL	TF-3 EFFLUENT	
507	6"	PLUG	CHAINWHEEL	TF-1 BACKWASH	
508	4"	PLUG	MANUAL	TF-1 DRAIN	
509	6"	PLUG	CHAINWHEEL	TF-2 BACKWASH	
510	4"	PLUG	MANUAL	TF-2 DRAIN	
511	6"	PLUG	CHAINWHEEL	TF-3 BACKWASH	
512	4"	PLUG	MANUAL	TF-3 DRAIN	
513	8"	PLUG	MANUAL	BACKWASH DRAIN	
514	8"	PLUG	MANUAL	BACKWASH DRAIN	
670	4"	PVC BALL	MANUAL	PROCESS EFFLUENT WATER	FLANGED
671	4"	PVC BALL	MANUAL	PROCESS EFFLUENT WATER	FLANGED
672	4"	PVC BALL	MANUAL	PROCESS EFFLUENT WATER	FLANGED
673	4"	PVC BALL	MANUAL	PROCESS EFFLUENT WATER	FLANGED

WALL/FLOOR SLEEVE SCHEDULE					
TAG	DETAIL TYPE	PIPE SIZE	SERVICE	MATERIAL	NOTES
FPN-1-1	FPN-1	16"	TOWER RECYCLE	DIP	
FPN-1-2	FPN-1	4"	FERRIC CHLORIDE CONTANMENT	PEX INSIDE PVC	
WPN-1-1	WPN-1	6"	SECONDARY SLUDGE	DIP	
WPN-1-2	WPN-1	6"	SECONDARY SLUDGE	DIP	
WPN-1-3	WPN-1	6"	SECONDARY SLUDGE	DIP	
WPN-1-4	WPN-1	4"	PROCESS EFFLUENT WATER	PVC	INSTALL LINKSEAL AROUND PIPE THROUGH EXISTING PENETRATION
WPN-1-5	WPN-1	4"	PROCESS EFFLUENT WATER	PVC	INSTALL LINKSEAL AROUND PIPE THROUGH EXISTING PENETRATION
WPN-1-6	WPN-1	4"	FERRIC CHLORIDE CONTANMENT	PEX INSIDE PVC	
WPN-1-7	WPN-1	4"	FERRIC CHLORIDE CONTANMENT	PEX INSIDE PVC	
WPN-1-8	WPN-1	4"	FERRIC CHLORIDE CONTANMENT	PEX INSIDE PVC	
WPN-1-9	WPN-1	4"	PROCESS EFFLUENT WATER	PVC	
WS-1-1	WS-1	36"	UV CHANNEL INLET CHAMBER	DIP	SLEEVE IN NEW CONCRETE
WS-1-2	WS-1	36"	PARSHALL FLUME CHANNEL EFFLUENT	DIP	SLEEVE IN NEW CONCRETE
WS-1-3	WS-1	6"	PROCESS EFFLUENT WATER INTAKE	DIP	SLEEVE IN NEW CONCRETE
WS-2-1	WS-2	36"	FINAL EFFLUENT	DIP	
WS-2-2	WS-2	36"	TERTIARY INFLUENT	DIP	
WS-2-3	WS-2	24"	SECONDARY EFFLUENT	DIP	
WS-2-4	WS-2	16"	TOWER RECYCLE	DIP	
WS-2-5	WS-2	16"	TOWER 1 EFFLUENT	DIP	
WS-2-6	WS-2	12"	SIP-1 DISCHARGE	DIP	
WS-2-7	WS-2	12"	SIP-2 DISCHARGE	DIP	
WS-3-1	WS-3	12"	TOWER 2 INLET PIPE	DIP	
WS-3-2	WS-3	12"	TOWER 1 INLET PIPE	DIP	
WS-4-1	WS-4	2"	BACKWASH DRAIN VENT	PVC	

NOTES:  
"WS" = WALL SLEEVE  
"FS" = FLOOR SLEEVE  
"WP" = WALL PIPE  
"WPN" = WALL PENETRATION

REVISIONS		
11/13/2023	B2	BULLETIN NO. 2

9/7/2023	CONSTRUCTION SET
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Drawn By RS2  
Designer JPJ  
Reviewer TDM  
Manager BWV

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PROJECT NO.  
221308

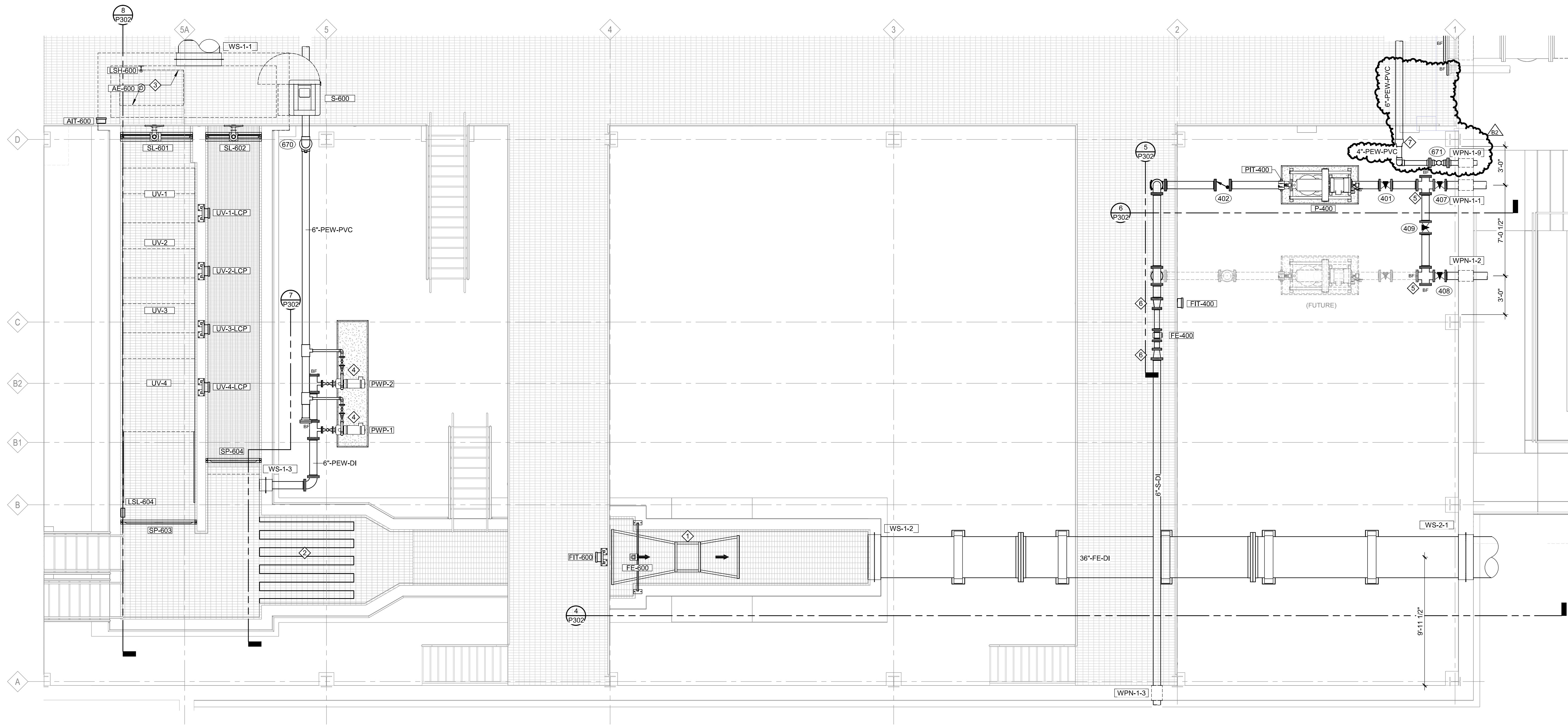
SHEET NO.

P003

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City of Owosso  
Shiawassee County, Michigan  
WWTP Phase 1 Improvements

fishbeck  
Engineers | Architects | Scientists | Constructors



- KEY NOTES**
- 1 PARSHALL FLUME. REFER TO STRUCTURAL FOR BOX OUT AND GROUT DETAIL.
  - 2 FINGER WEIR FURNISHED BY UV SYSTEM MANUFACTURER.
  - 3 PROVIDE REMOVABLE GRATING ABOVE SENSORS REFER TO STRUCTURAL FOR GRATING MODIFICATIONS.
  - 4 PROCESS EFFLUENT WATER PUMP. REINSTALL FROM EXISTING. REFER TO E203 FOR CONTROL PANEL LOCATION.
  - 5 6\"/>
  - 6 6\"/>
  - 7 6\"/>

UV DISINFECTION  
**EQUIPMENT AND PIPING ENLARGED PLAN**  
SCALE: 1/4\"/>

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1
11/13/2023	B2	BULLETIN NO. 2

9/7/2023 CONSTRUCTION SET

Drawn By RS2  
Designer JPJ  
Reviewer TDM  
Manager BWV

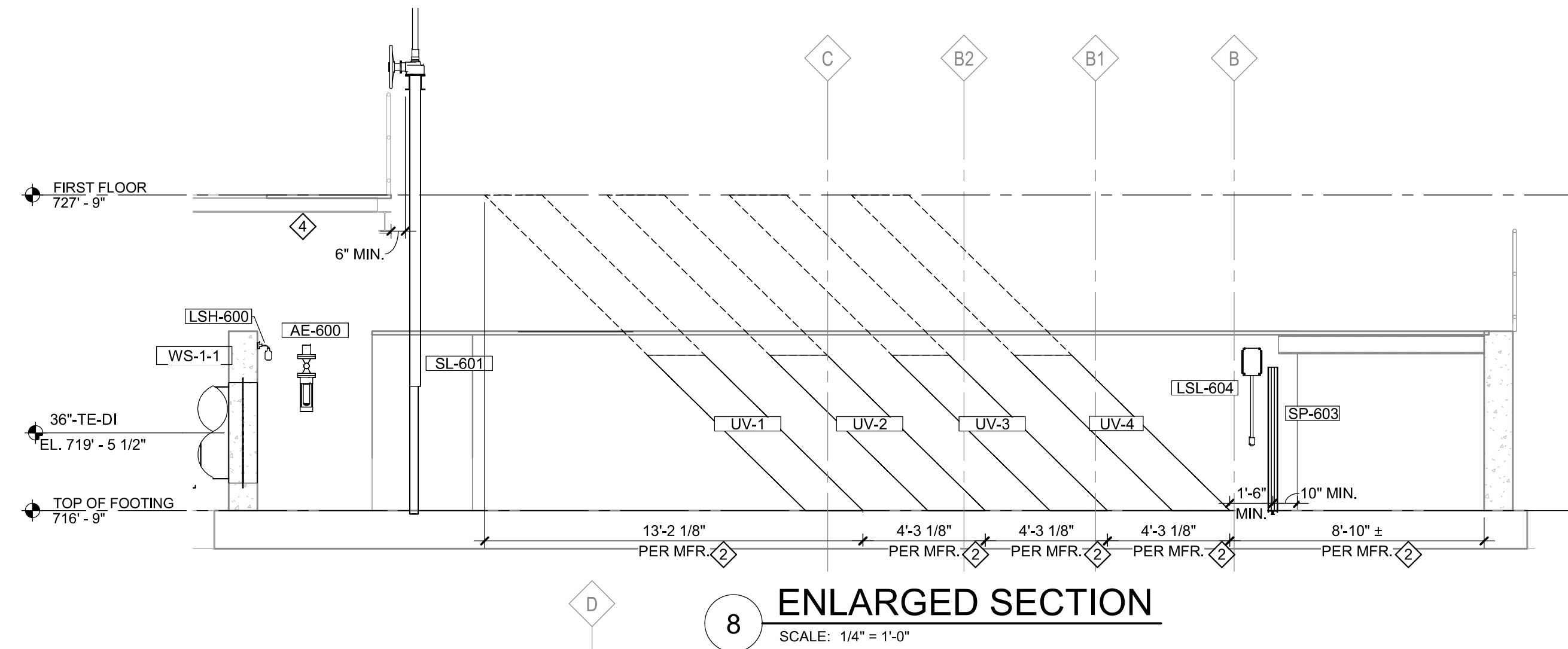
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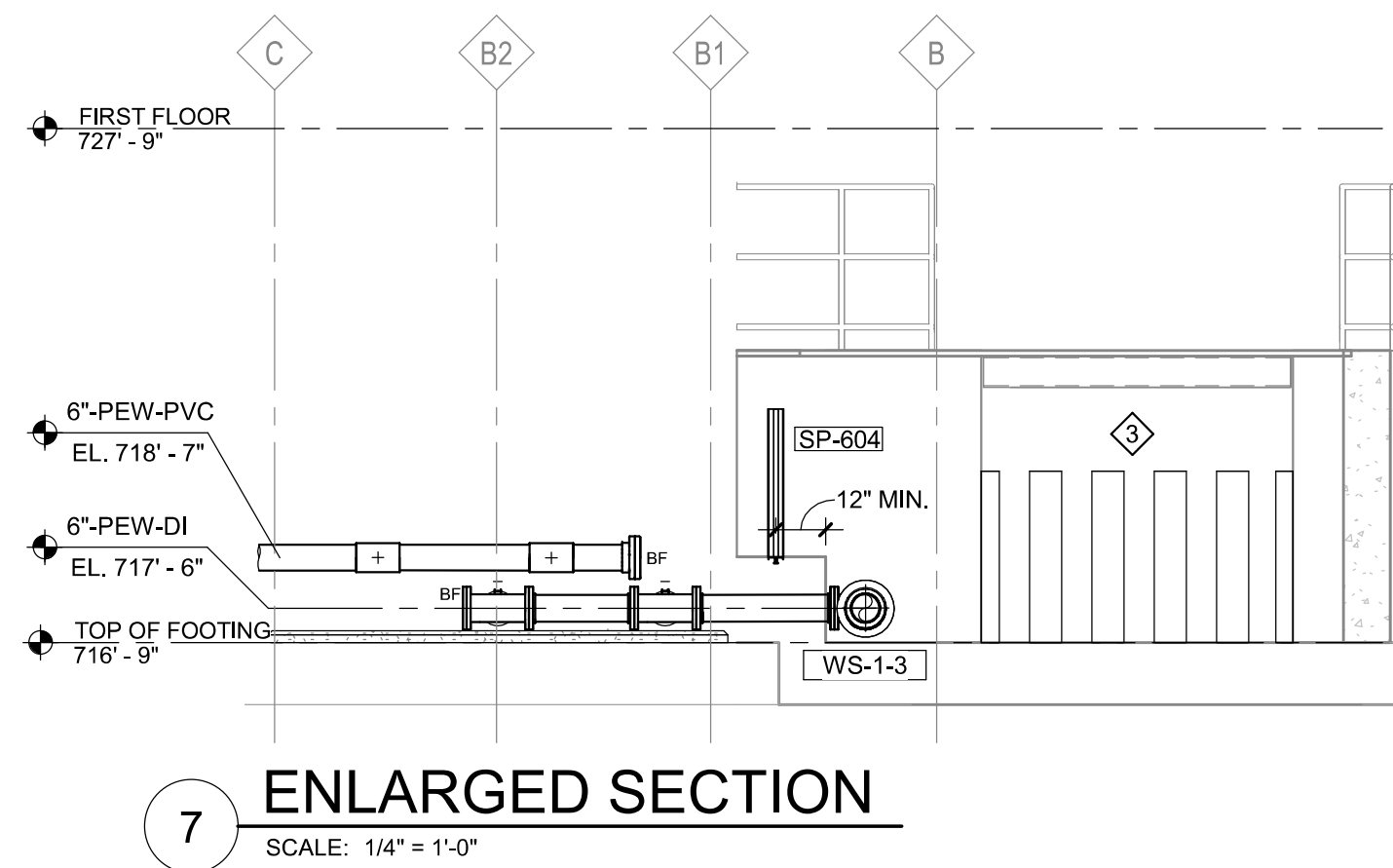
SHEET NO.

**P207**

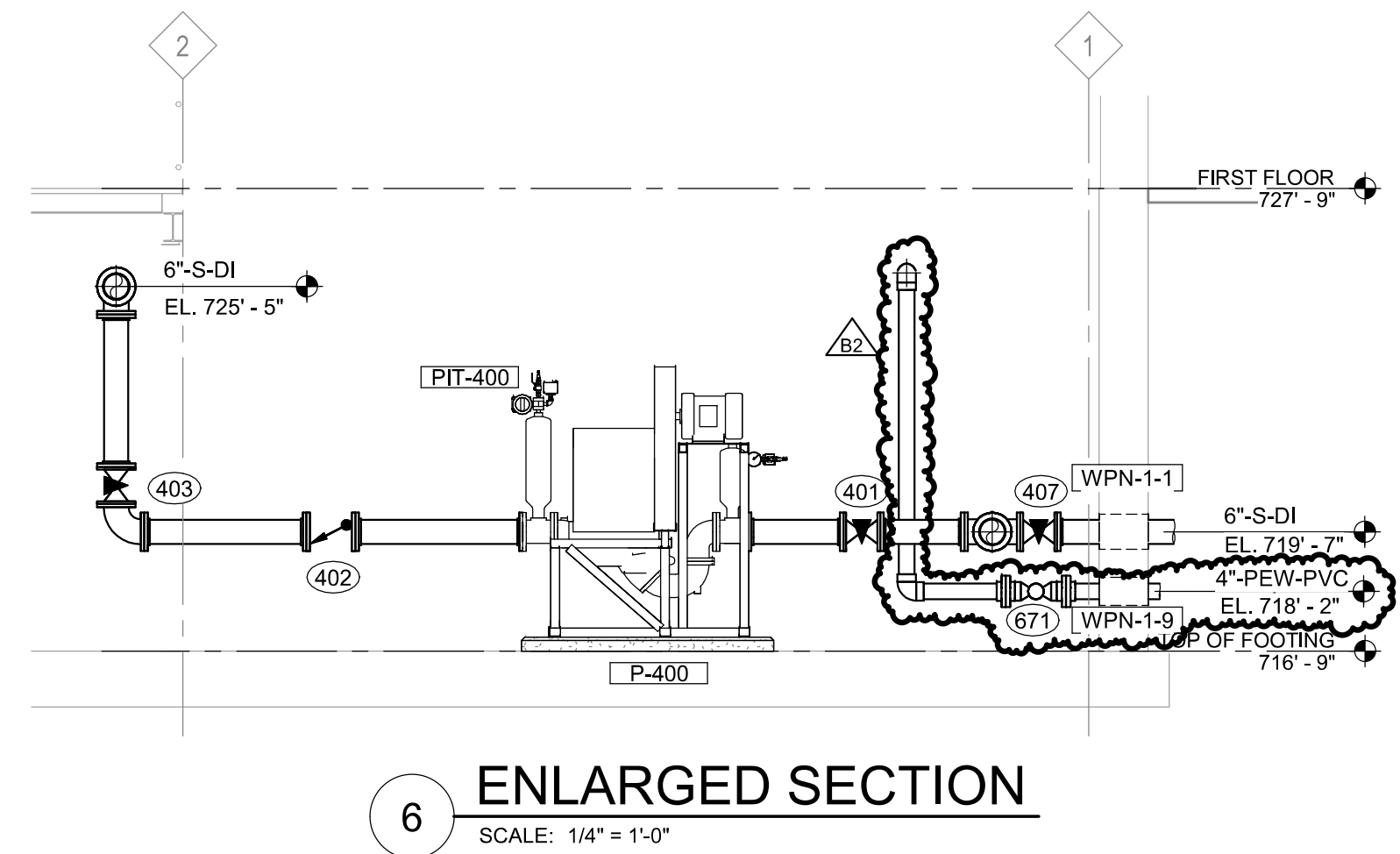
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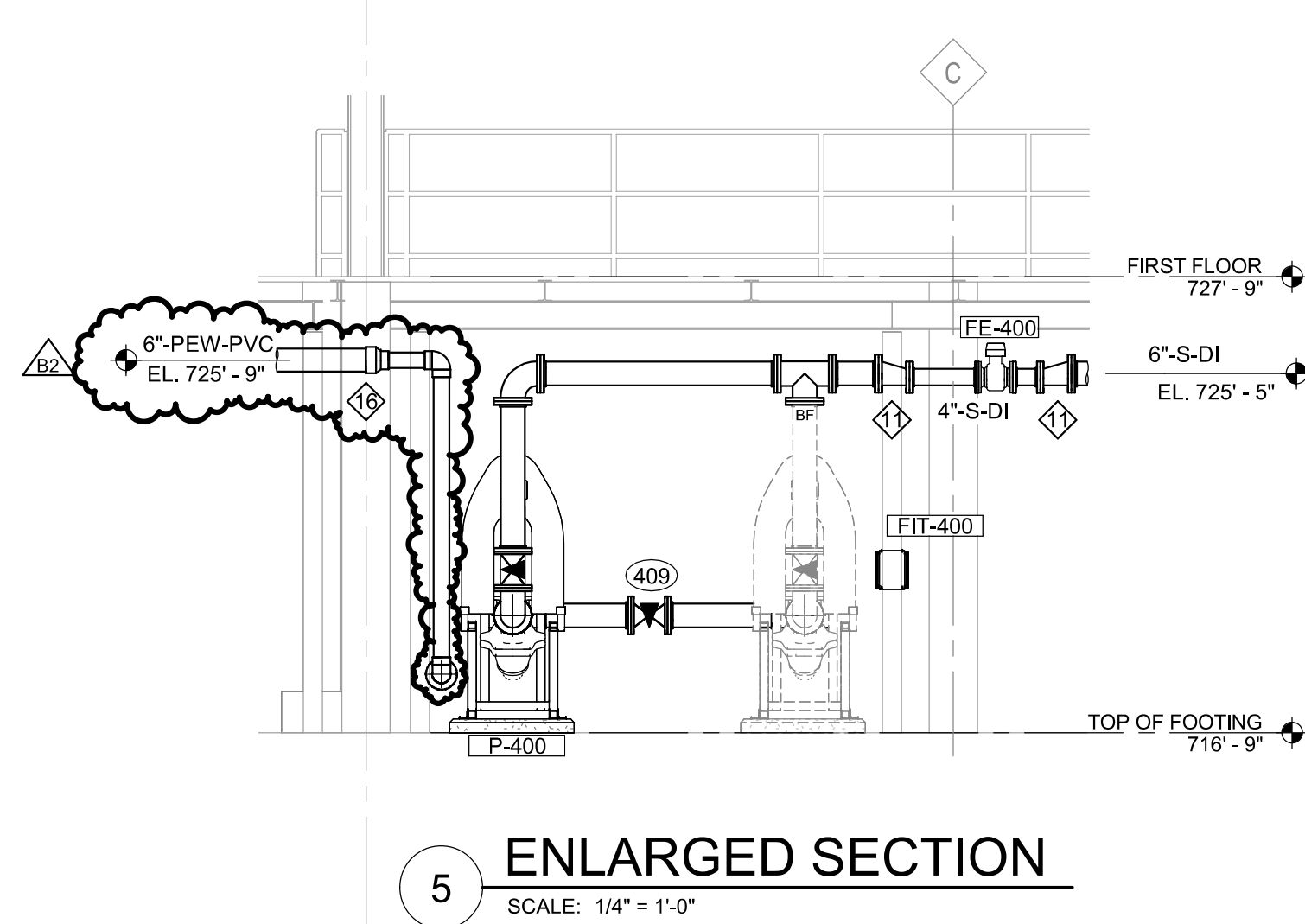
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SCALE: 1/4" = 1'-0"



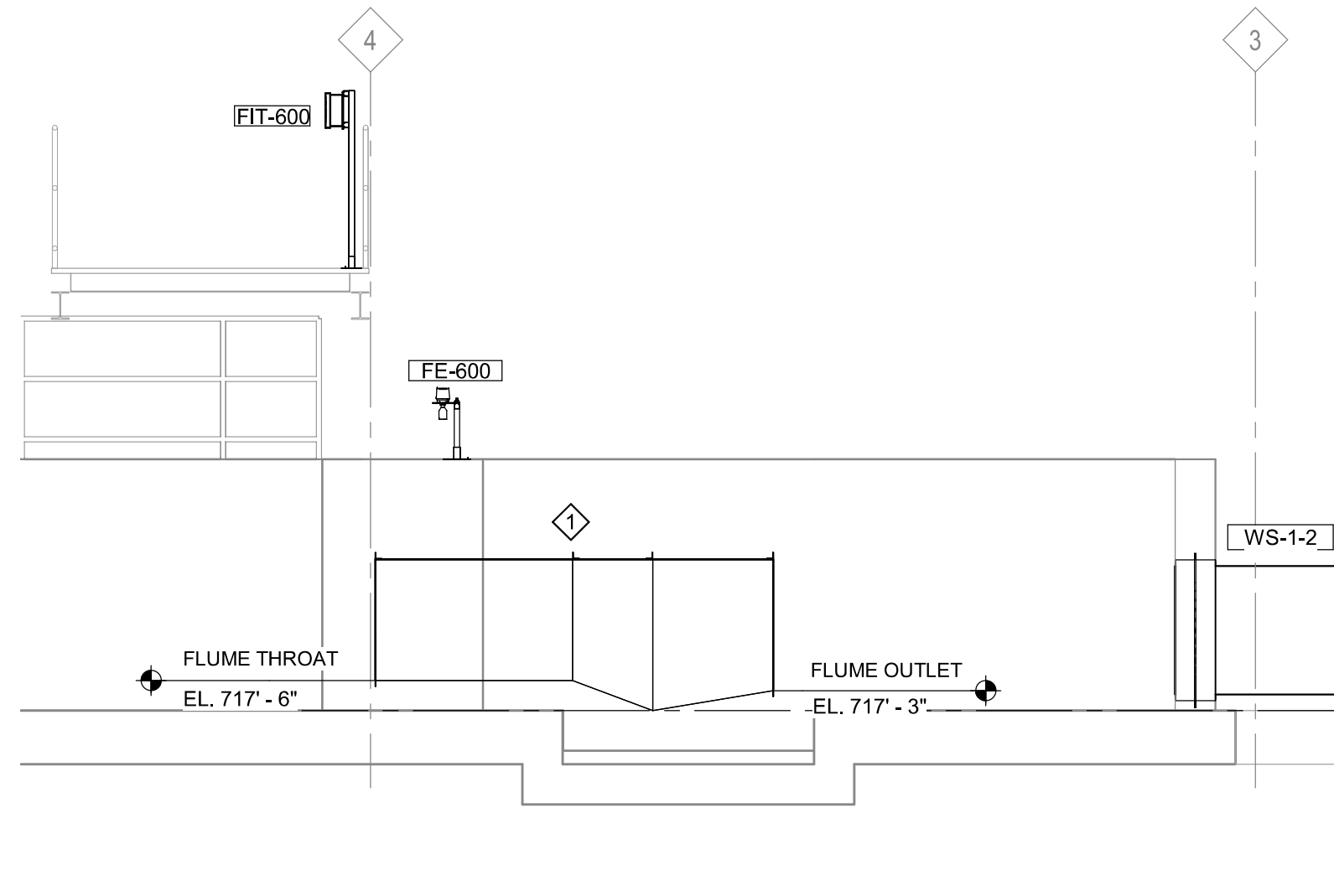
7 ENLARGED SECTION  
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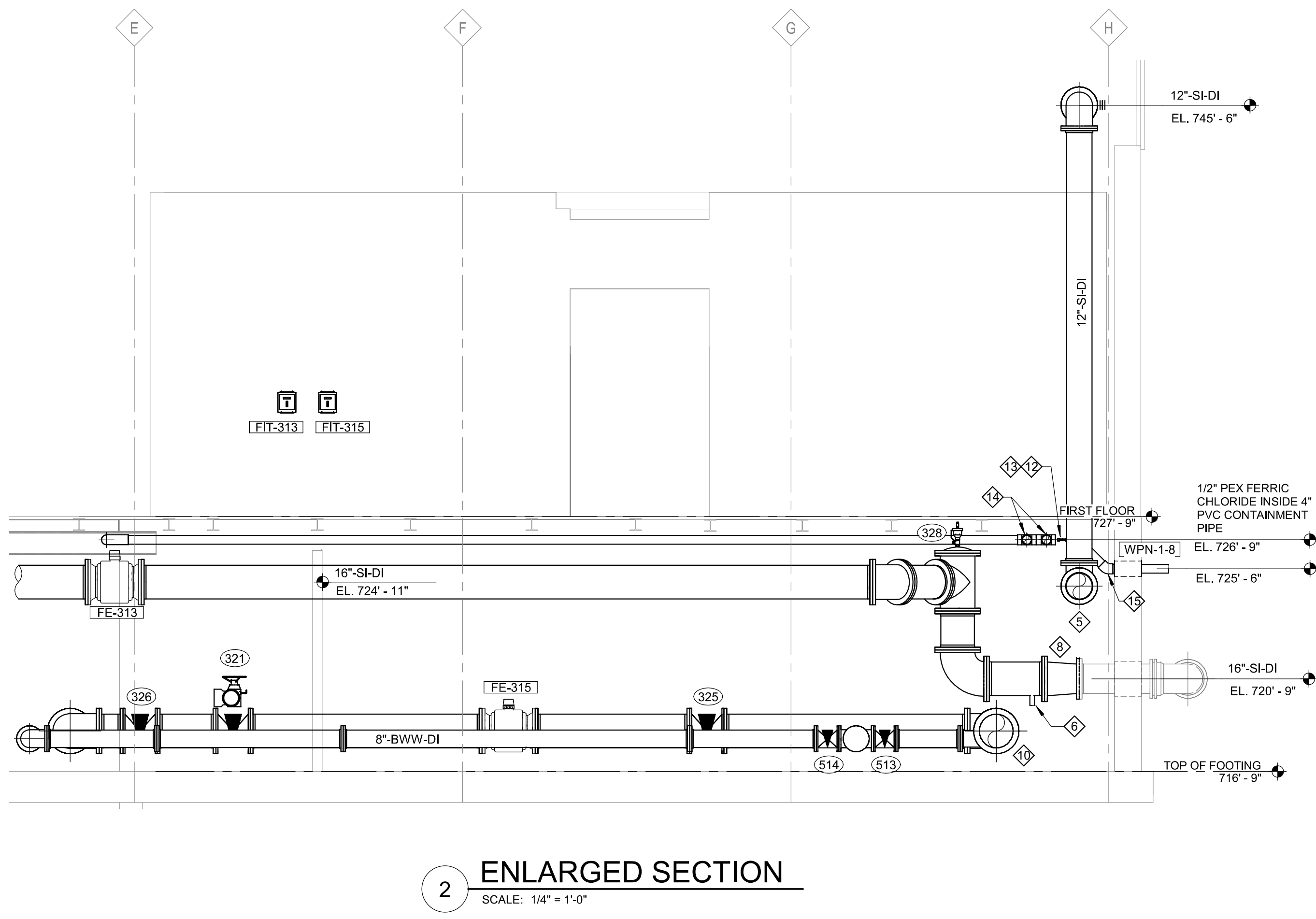
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SCALE: 1/4" = 1'-0"



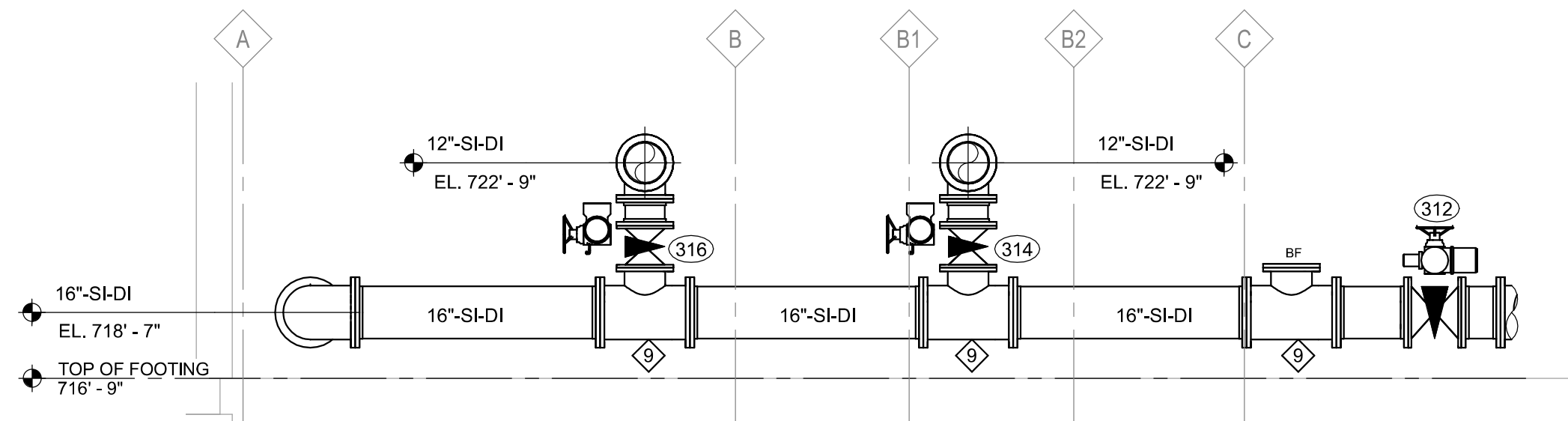
5 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



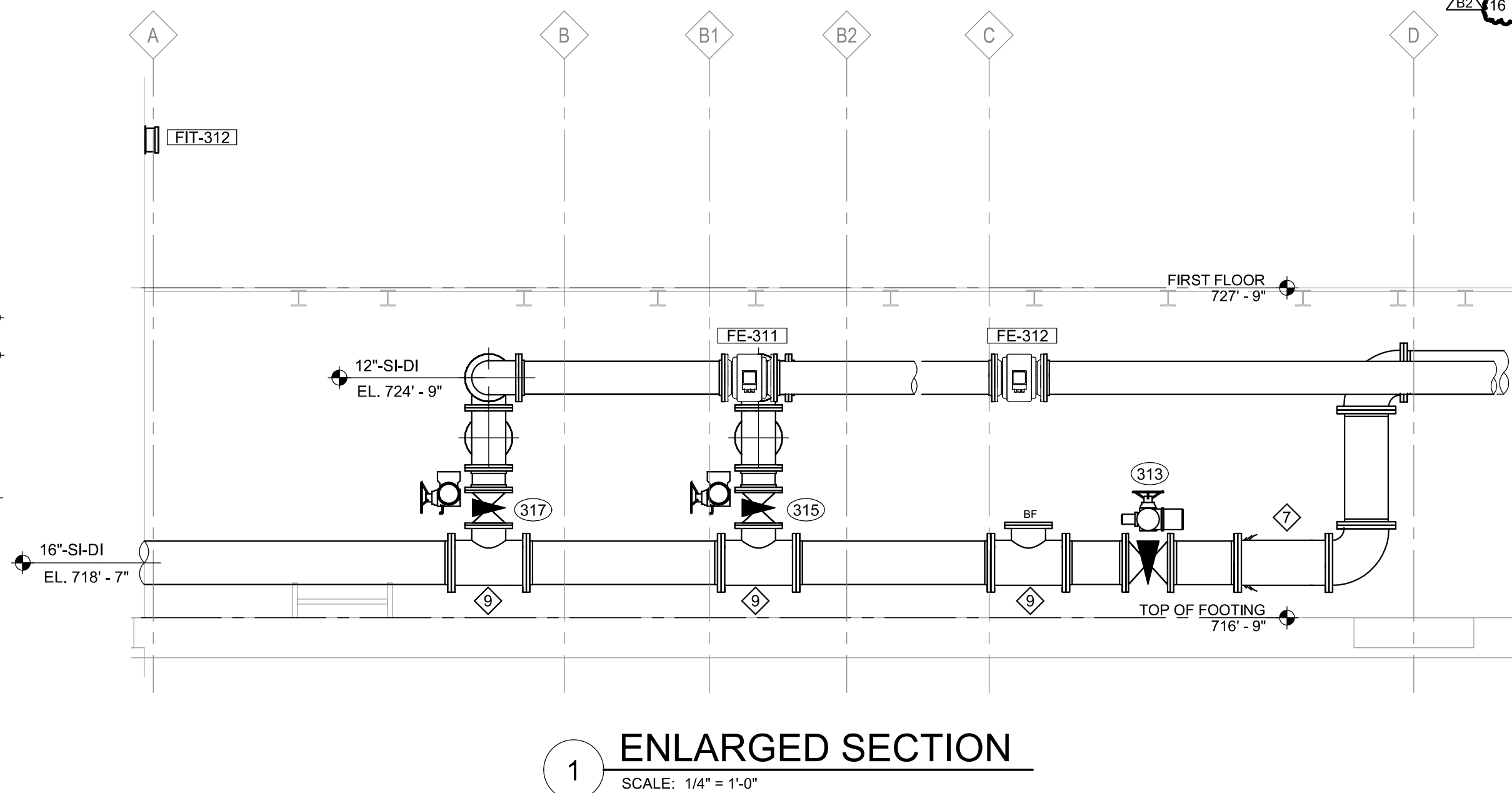
4 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



2 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



3 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"



1 ENLARGED SECTION  
SCALE: 1/4" = 1'-0"

#### KEY NOTES

- 1 PARSHALL FLUME. REFER TO STRUCTURAL FOR BOX OUT AND GROUT DETAIL.
- 2 REFER TO UV MANUFACTURER'S SHOP DRAWINGS FOR DIMENSION.
- 3 FINGER WEIR FURNISHED BY UV SYSTEM MANUFACTURER.
- 4 PROVIDE REMOVABLE GRATING ABOVE SENSORS REFER TO STRUCTURAL FOR GRATING MODIFICATIONS.
- 5 2" THREADED BOSS ON INVERT OF ELBOW. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
- 6 2" THREADED BOSS ON INVERT OF PIPE. INSTALL 2" PVC DRAIN WITH BALL VALVE AND PLUMB TO DRAIN.
- 7 16" WYE.
- 8 16" x 14" CONCENTRIC REDUCER.
- 9 16" x 12" REDUCING TEE.
- 10 16" x 8" REDUCING TEE WITH BRANCH AT INVERT
- 11 6" x 4" ECCENTRIC REDUCER.
- 12 INSTALL 1/2" ISOLATION VALVE, TYPICAL OF 3.
- 13 CUT AWAY TOP OF CONTAINMENT PIPE TO ACCESS VALVES, TYPICAL OF 3.
- 14 INSTALL 1/2" PEX TEE INSIDE 4" PVC CONTAINMENT PIPE, TYPICAL OF 2.
- 15 2" THREADED BOSS ON INVERT OF CONTAINMENT PIPE 45 ELBOW. INSTALL 2" PVC DRAIN LINE WITH BALL VALVE AND PLUMB TO DRAIN.
- 16 6" x 4" REDUCER.

REVISIONS		
10/5/2023	B1	BULLETIN NO. 1
11/13/2023	B2	BULLETIN NO. 2

9/7/2023 CONSTRUCTION SET

Drawn By RSZ  
Designer JPJ  
Reviewer TDM  
Manager BWV

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PROJECT NO.  
221308

SHEET NO.

P302

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## MEMORANDUM

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

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**DATE:** January 16, 2024

**TO:** Owosso City Council

**FROM:** Clayton Wehner, Director of Engineering

**SUBJECT:** Cost Agreement between MDOT and city of Owosso for improvements along Stewart Street from Shiawassee Street (M-52) easterly to Washington Street

### RECOMMENDATION:

Approval of MDOT Cost Agreement No. 23-5504 for the proposed road improvements along Stewart Street from Shiawassee Street (M-52) easterly to Washington Street.

### BACKGROUND:

On November 15, 2021, City Council approved city staff recommendation to make application to MDOT for Federal Small Urban Program Funds for the proposed reconstruction of Stewart Street from Shiawassee Street (M-52) to Washington Street. The state of Michigan offers these funds for improvements along eligible roads of the National Functional Classification Road System, such as Stewart Street. Proposed work includes asphalt paving, curb and gutter replacement, intersection improvements, storm sewer replacement, concrete sidewalk and ramp upgrades, permanent signing, and pavement marking work; and all together with necessary related work and water main replacement (also referred to as 'project'). The City is responsible to design and oversee the project in accordance with MDOT standards. The state agrees to reimburse the city for its share of federal funds when available, in accordance with the agreement.

### FISCAL IMPACTS:

The total estimated cost for this project is \$1,958,900.00 and of that amount, Federal Small Urban Program Funds will pay \$385,000.00. The City's estimated share is \$1,573,900.00. The City will also be responsible for any cost overruns exceeding the estimated cost for the project. Funds for the City's share of cost will be taken from the Major Street Fund (\$976,500.00) and the Water Fund (\$597,400.00), and other funds as appropriate.

Attachments: (1) Resolution  
(2) MDOT Cost Agreement

## **RESOLUTION NO.**

### **RESOLUTION AUTHORIZING EXECUTION OF MDOT COST AGREEMENT FOR IMPROVEMENTS OF STEWART STREET FROM SHIAWASSEE ST (M-52) EASTERLY TO WASHINGTON STREET**

WHEREAS, Stewart Street, from Shiawassee Street (M-52) to Washington Street, is a part of the National Functional Classification Road system; and

WHEREAS, the City is required to provide a safe and expedient road system for users which requires proper maintenance of the roadway; and

WHEREAS, the City has applied for, and is now approved to receive, Federal Small Urban Program Funds to assist in road improvements of this road; and

WHEREAS, after review, city staff recommends approval of MDOT Cost Agreement No. 23-5504 for the proposed hot mix asphalt paving work along Stewart Street from Shiawassee Street (M-52) easterly to Washington Street; including intersection improvements, storm sewer replacement, concrete curb and gutter replacement, concrete sidewalk and ramp improvements, permanent signing, and pavement marking work; and all together with necessary related work and water main replacement (also referred to as 'project'); and

WHEREAS, the Michigan Department of Transportation requires the city of Owosso adopt a resolution indicating its willingness to participate in the road improvements of Stewart Street as set forth in the agreement.

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 approve MDOT Contract No. 23-5504 for the proposed road improvements of Stewart Street, from Shiawassee Street (M-52) easterly to Washington Street.

SECOND: That the City of Owosso is willing to participate in the project and cost as illustrated within said contract.

THIRD: That the Mayor and City Clerk are hereby authorized to sign the Agreement as attached.

FOURTH: The City Council hereby directs staff to allocate \$1,573,900.00 from the Major Street Fund (\$976,500.00) and the Water Fund (\$597,400.00), and other funds as appropriate, and to receive another \$385,000.00 from Federal Small Urban Grant Program Funds for a total of \$1,958,900.00 to fund this project and directs the City Manager to proceed with the project, in accordance with the MDOT Contract Agreement.

STP

DA

Control Section	STUL 76000
Job Number	214375CON
Project	24A0070
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	23-5504

### PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF OWOSSO, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Owosso, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated December 1, 2023, attached hereto and made a part hereof:

#### PART A – FEDERAL PARTICIPATION

Hot mix asphalt pavement reconstruction along West Stewart Street from Shiawassee Street (M-52) to Washington Street, including earthwork, subbase and aggregate base, storm sewer, drainage structures, concrete driveway, curb and gutter, curb ramps and sidewalk, permanent signing and pavement markings; and all together with necessary related work.

#### PART B – NO FEDERAL PARTICIPATION

Audio visual filming, watermain and service replacement, associated pavement and sidewalk work along the limits as described in PART A; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

## SURFACE TRANSPORTATION PROGRAM

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

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

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

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

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT, including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

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

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

A. Design or cause to be designed the plans for the PROJECT.

- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

- 5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Surface Transportation Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$385,000, or (2) an amount such that 81.85 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

- 6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

- 7. At such time as traffic volumes and safety requirements warrant, the REQUESTING PARTY will cause to be enacted and enforced such ordinances as may be necessary to prohibit parking in the traveled roadway throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

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

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

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

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

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

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

CITY OF OWOSSO

MICHIGAN DEPARTMENT  
OF TRANSPORTATION

By \_\_\_\_\_  
Title:

By \_\_\_\_\_  
*for* Department Director MDOT

By \_\_\_\_\_  
Title:



December 1, 2023

EXHIBIT I

CONTROL SECTION	STUL 76000
JOB NUMBER	214375CON
PROJECT	24A0070

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$1,361,500	\$597,400	\$1,958,900

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$1,361,500	\$597,400	\$1,958,900
Less Federal Funds*	<u>\$ 385,000</u>	<u>\$ 0</u>	<u>\$ 385,000</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 976,500	\$597,400	\$1,573,900

\*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B  
BUREAU OF HIGHWAYS  
03-15-93

## PART II

### STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

## SECTION I

### COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
  - 1. Engineering
    - a. FAPG (6012.1): Preliminary Engineering
    - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
    - c. FAPG (23 CFR 635A): Contract Procedures
    - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
  - 2. Construction
    - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
    - b. FAPG (23 CFR 140B): Construction Engineering Costs
    - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
    - d. FAPG (23 CFR 635A): Contract Procedures
    - e. FAPG (23 CFR 635B): Force Account Construction
    - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
  - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
  - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
  - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
  - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
  - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

## SECTION II

### PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

### SECTION III

#### ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

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

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package  
The Data Collection Form  
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education  
Accounting Service Center  
Hannah Building  
608 Allegan Street  
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number \_\_\_\_\_", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

## SECTION IV

### MAINTENANCE AND OPERATION

- A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

- a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).
- b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

- c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.
- d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

## SECTION V

### SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

## APPENDIX A

### PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

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

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

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

Revised June 2011

## APPENDIX B

### TITLE VI ASSURANCE

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

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
  - a. Withholding payments to the contractor until the contractor complies; and/or
  - b. Canceling, terminating, or suspending the contract, in whole or in part.

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

Revised June 2011

## **APPENDIX C**

### **TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES**

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

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

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

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

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



Warrant 639  
January 9, 2024

Date	Vendor	Description	Fund	Amount
1-9-2024	Owosso Charter Township	Quarterly Charge Back per 2011 Water Agreement	Water	\$17,039.14
1-9-2024	Caledonia Charter Township	Quarterly Charge Back per 2006 Water Agreement	Water	\$39,325.03
		Total		<b>\$56,364.17</b>

<b>From:</b>	<b>Building Department</b>
<b>To:</b>	<b>Owosso City Council</b>
<b>Report Month:</b>	<b>DECEMBER 2023</b>

<b>Category</b>	<b>Estimated Cost</b>	<b>Permit Fee</b>	<b>Number of Permits</b>
ACCESSORY STRUCTURES	\$0	\$75	1
APARTMENTS - ADD & ALT	\$4,200	\$215	1
BASEMENT WATERPROOFING	\$8,800	\$325	1
Electrical	\$0	\$600	5
FENCE PERMIT	\$0	\$85	1
GARAGE, DETACHED	\$12,000	\$365	1
Mechanical	\$0	\$2,500	14
NEW BUSINESS	\$0	\$75	1
NON-RES. ADD/ALTER/REPAIR	\$25,500	\$753	1
Plumbing	\$0	\$930	3
RES. ADD/ALTER/REPAIR	\$10,000	\$90	1
ROOF	\$71,006	\$935	7
ROW-UTILITY	\$0	\$50	1
SIGN PERMIT	\$0	\$62	2
WINDOWS	\$18,069	\$170	2
<b>Totals</b>	<b>\$149,575</b>	<b>\$7,230</b>	<b>42</b>

<b>2022 COMPARISON TOTALS</b>
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<b>DECEMBER 2022</b>
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**\$346,044**

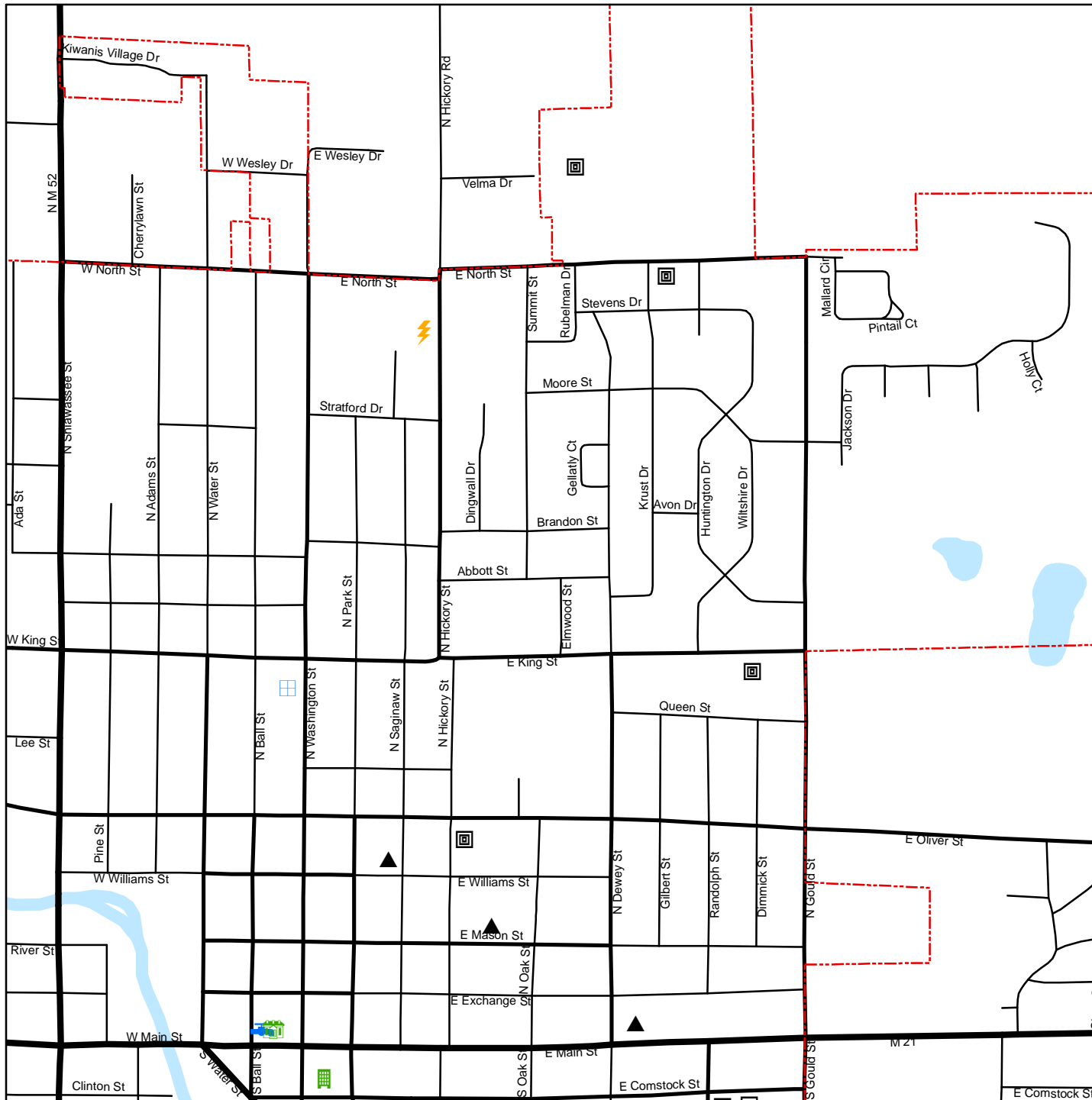
**\$13,655**

**65**



# City of Owosso

Permit Activity  
December 2023




NE Quadrant



## Category

-  Apartments - Add & Alt
-  Electrical
-  Mechanical
-  Non-Res. Add/Alter/Repair
-  Plumbing
-  Roof
-  Windows

## Other Features

-  City Limit
-  Railroads
-  River & Lakes

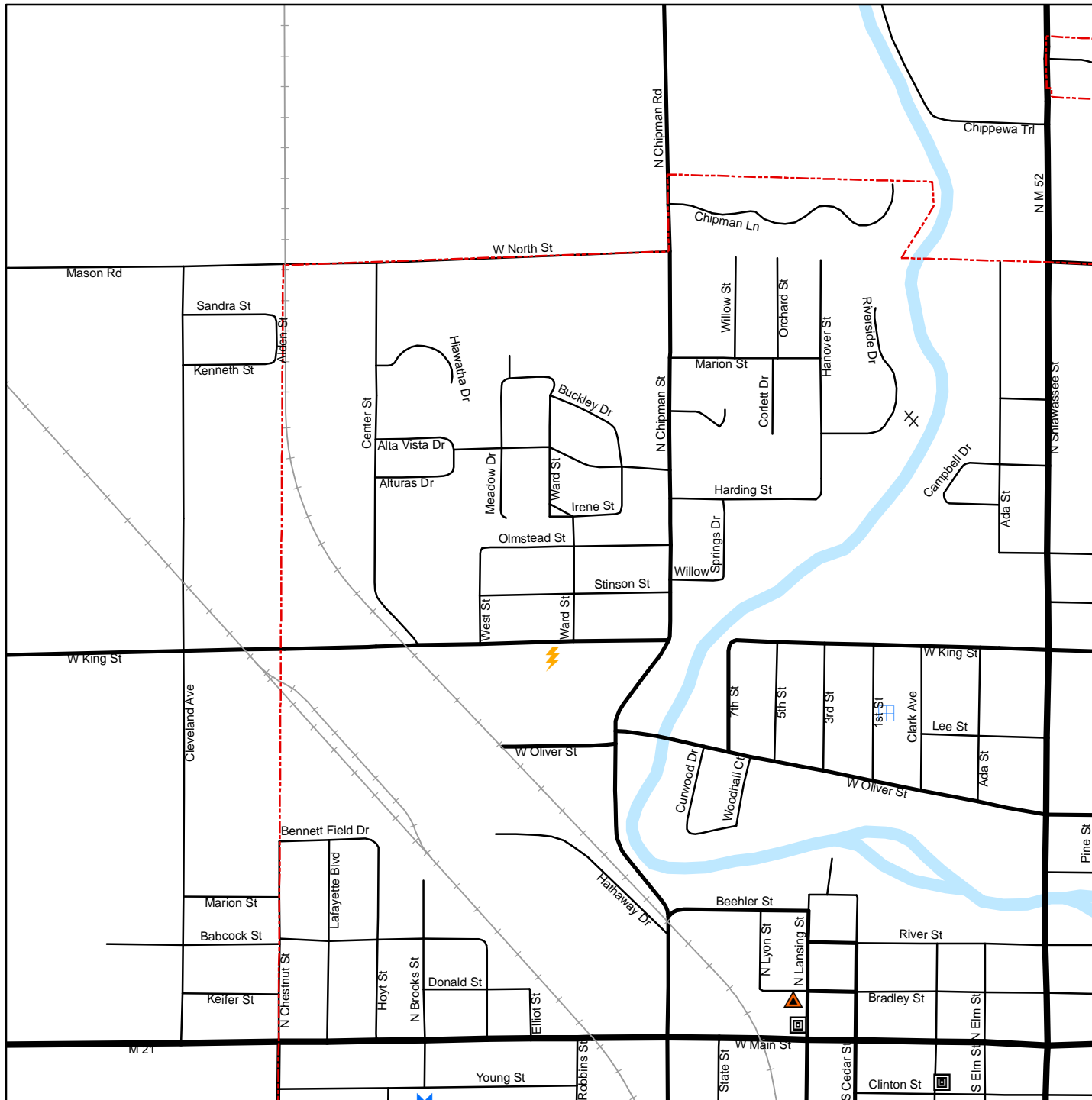
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# City of Owosso

Permit Activity  
December 2023

NW Quadrant



## Category

- Basement Waterproofing
- Electrical
- Fence Permit
- Mechanical
- ROW-Utility
- Windows

## Other Features

- City Limit
- Railroads
- River & Lakes

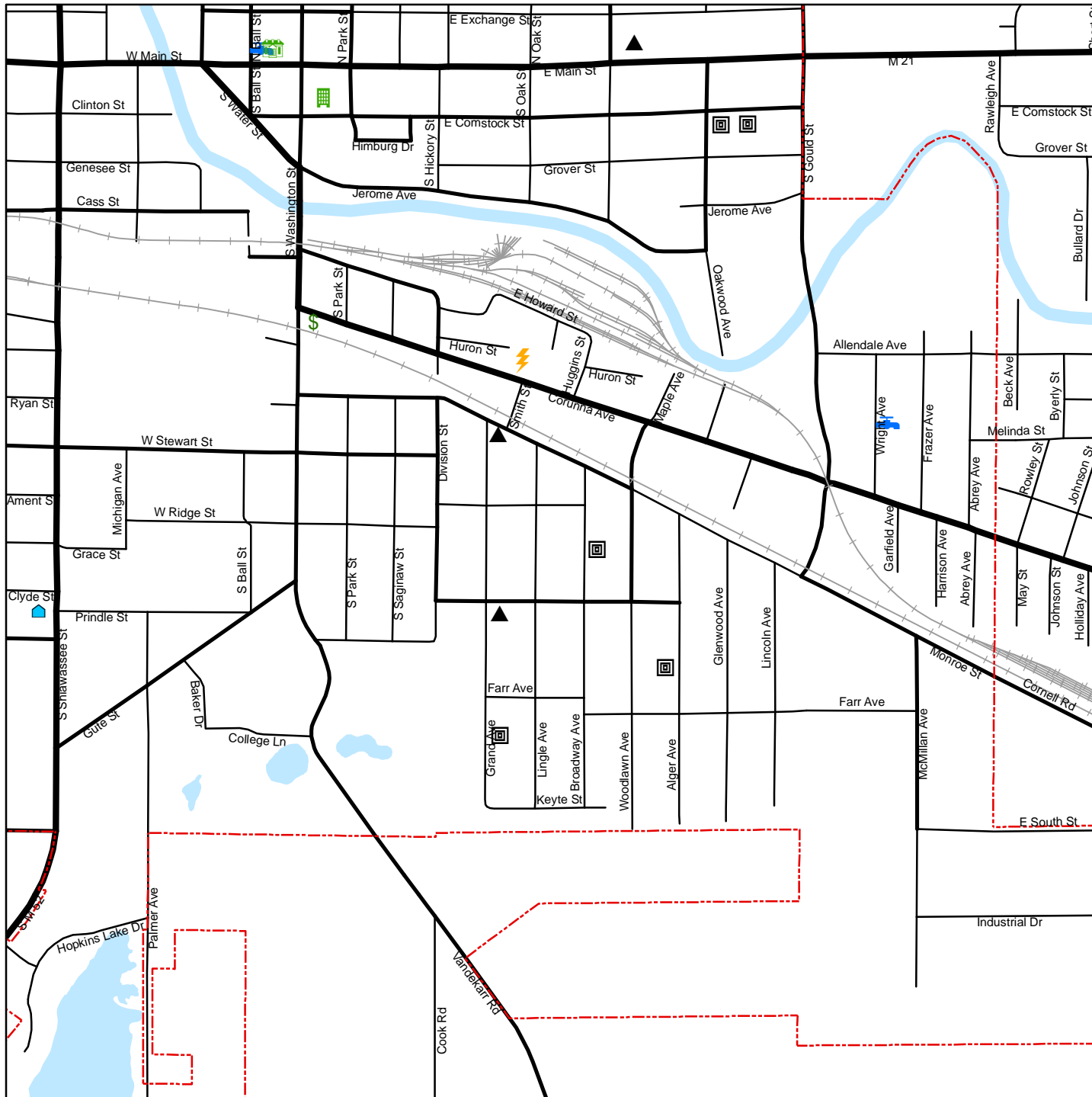
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# City of Owosso

Permit Activity  
December 2023




SE Quadrant



## Category

-  Apartments - Add & Alt
-  Electrical
-  Garage, Detached
-  Mechanical
-  New Business
-  Non-Res. Add/Alter/Repair
-  Plumbing
-  Roof

## Other Features

-  City Limit
-  Railroads
-  River & Lakes

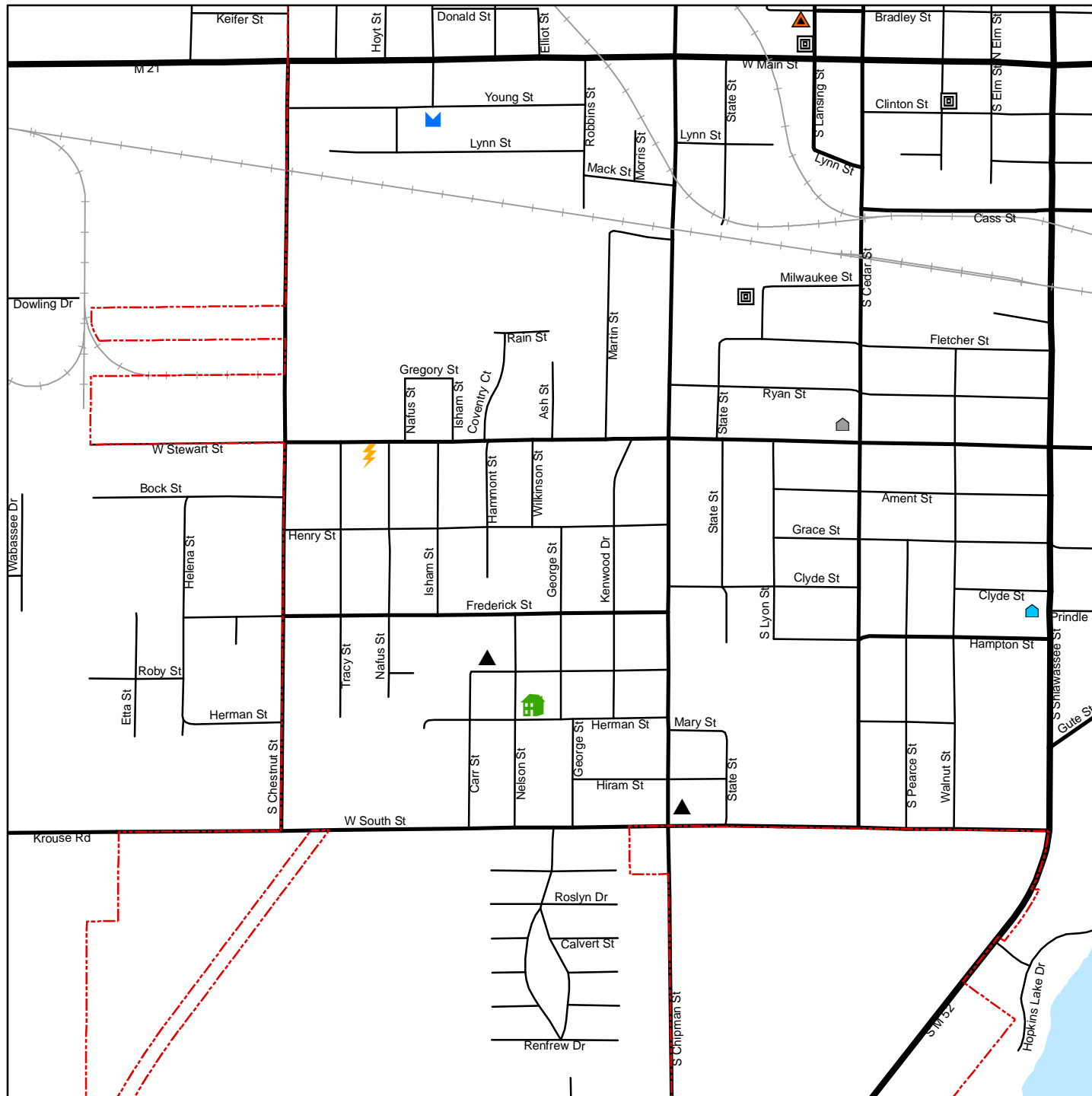
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# City of Owosso

Permit Activity  
December 2023

SW Quadrant



## Category

- Accessory Structures
- Basement Waterproofing
- Electrical
- Garage, Detached
- Mechanical
- Res. Add/Alter/Repair
- Roof
- ROW-Utility

## Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



## DECEMBER 2023

Enf. Number	Address		Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES									
ENF 21-1764	GENESEE ST		RESOLVED	CLOSED	11/22/2021	12/07/2023		12/07/2023	N
Total Entries					1				
ANIMALS									
ENF 23-1339	LAFAYETTE BLVD		LETTER SENT	RECHECK SCHEDULED	12/11/2023	12/11/2023	01/08/2024		N
Total Entries					1				
APPLIANCES									
ENF 23-1415	S	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/28/2023	01/04/2024	01/04/2024		Y
ENF 23-1378	CLYDE ST		RESOLVED	CLOSED	12/14/2023	12/20/2023		12/20/2023	N
Total Entries					2				
AUTO REP/JUNK VEH									
ENF 23-0706	CORUNNA AVE		INSPECTED PROPERTY	3RD TICKET ISSUED	07/13/2023	12/18/2023	01/11/2024		N
ENF 23-1364	W	STEWART ST	LETTER SENT	2ND NOTICE SENT	12/13/2023	12/28/2023	01/11/2024		N
ENF 23-1327	HENRY ST		RESOLVED	CLOSED	12/04/2023	12/04/2023		12/04/2023	N
ENF 23-1326	HENRY ST		RESOLVED	CLOSED	12/04/2023	12/11/2023		12/11/2023	N
Total Entries					4				
BRUSH									
ENF 23-1333	ADA ST		RESOLVED	CLOSED	12/05/2023	12/05/2023		12/05/2023	N
Total Entries					1				
BRUSH PILES									
ENF 23-1379	HAMPTON AVE		CONTACT WITH OWNER	RECHECK SCHEDULED	12/14/2023	01/02/2024	04/30/2024		N
Total Entries					1				
BUILDING VIOL									

## DECEMBER 2023

Enf. Number	Address		Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 18-0622	W	OLIVER ST	INSPECTED PROPERTY	REF TO CITY ATTY	08/10/2018	12/18/2023	01/18/2024		IND
Total Entries					1				
BUILDING VIOL									
ENF 23-0569		WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/12/2023	12/07/2023	01/09/2024		N
ENF 23-0960		ALGER AVE	INSPECTED PROPERTY	LETTER SENT	09/07/2023	12/04/2023	01/16/2024		N
ENF 23-1382		WOODLAWN AVE	LETTER SENT	RECHECK SCHEDULED	12/18/2023	12/18/2023	01/18/2024		N
ENF 23-1392	S	CHIPMAN	INSPECTED PROPERTY	RECHECK SCHEDULED	12/19/2023	12/19/2023	03/19/2024		N
ENF 23-0578	S	CHIPMAN ST	LETTER SENT	2ND NOTICE SENT	06/12/2023	12/12/2023	01/17/2024		COMM
ENF 20-0748		MARTIN ST	COURT ACTION	RECHECK SCHEDULED	09/16/2020	12/01/2023	02/01/2024		VAC
ENF 23-0254		YOUNG ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	03/21/2023	12/19/2023	01/18/2024		VAC
ENF 23-0542		GROVER ST	INSPECTED PROPERTY	FINAL NOTICE	06/06/2023	12/12/2023	01/18/2024		Y
ENF 23-0631	N	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/22/2023	12/18/2023	01/18/2024		N
ENF 22-0677	N	SHIAWASSEE ST	COURT ACTION	RECHECK SCHEDULED	05/19/2022	12/19/2023	01/18/2024		VAC
ENF 23-0882		PINE ST	CONTACT WITH OWNER	EXTENSION GRANTED	08/17/2023	12/18/2023	02/22/2024		VAC
ENF 23-1275	N	WASHINGTON ST	RESOLVED	CLOSED	11/21/2023	12/05/2023		12/05/2023	COMM
ENF 23-1330		MONROE ST	OBTAINED PERMIT	CLOSED	12/05/2023	12/08/2023		12/08/2023	N
ENF 23-0128		DIVISION ST	INSPECTED PROPERTY	RED-TAGGED	02/06/2023	12/06/2023	02/06/2024		VAC
ENF 20-0972	E	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/18/2020	12/07/2023	01/08/2024		N
ENF 22-1586	W	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/29/2022	12/18/2023	01/18/2024		COMM
ENF 23-0612	W	EXCHANGE	INSPECTED PROPERTY	REF TO CITY ATTY	06/20/2023	12/07/2023	01/11/2024		N
ENF 21-0307	N	WASHINGTON ST	INSPECTED PROPERTY	LETTER SENT	03/03/2021	12/04/2023	01/09/2024		COMM

Code Enforcement Activity

DECEMBER 2023

Enf. Number	Address		Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1352	CORUNNA AVE		INSPECTED PROPERTY	PENDING PERMIT APPLICATION	10/03/2022	12/18/2023	01/17/2024		N
ENF 23-1350	FREEMAN ST		OBTAINED PERMIT	CLOSED	12/11/2023	12/18/2023		12/18/2023	N
ENF 23-0785	GENESEE ST		INSPECTED PROPERTY	LETTER SENT	07/26/2023	12/07/2023	01/08/2024		N
ENF 23-0270	E	STEWART ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	03/29/2023	12/18/2023	02/15/2024		N
ENF 22-1131	E	MASON ST	INSPECTED PROPERTY	3RD TICKET ISSUED	08/10/2022	12/07/2023	01/09/2024		Y
ENF 20-0720	HURON ST		INSPECTED PROPERTY	REF TO BLDG OFFICIAL	09/10/2020	12/28/2023	01/25/2024		N
Total Entries					24				
EXTERIOR PAINT/SIDING									
ENF 21-0040	WOODLAWN AVE		INSPECTED PROPERTY	RECHECK SCHEDULED	01/12/2021	12/28/2023	01/25/2024		N
ENF 21-0041	MILWAUKEE ST		INSPECTED PROPERTY	CLOSED	01/12/2021	12/12/2023		12/14/2023	VAC
ENF 20-0143	LYNN ST		INSPECTED PROPERTY	1ST TICKET ISSUED	03/05/2020	12/19/2023	01/18/2024		N
Total Entries					3				
FENCE VIOLATION									
ENF 23-1324	E	EXCHANGE ST	RESOLVED	CLOSED	12/04/2023	12/04/2023		12/04/2023	N
Total Entries					1				
FIRE DAMAGE									
ENF 23-0174	N	HICKORY ST	INSPECTED PROPERTY	RED-TAGGED	02/23/2023	12/19/2023	01/18/2024		VAC
ENF 23-0866	CORUNNA AVE		INSPECTED PROPERTY	OBTAINED BLDG PERMIT	08/15/2023	12/07/2023	01/11/2024		Y
ENF 22-0193	S	CHIPMAN ST	INSPECTED PROPERTY	REF TO CITY ATTY	02/21/2022	12/19/2023	01/17/2024		Y
ENF 23-0940	CASS ST		INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	09/05/2023	12/07/2023	01/08/2024		N
ENF 23-0941	CASS ST		INSPECTED PROPERTY	RE-INSPECT PENDING	09/05/2023	12/07/2023	01/08/2024		N

Code Enforcement Activity

DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1003	CASS ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	09/19/2023	12/14/2023	01/18/2024		N
ENF 23-0701	E EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/12/2023	12/06/2023	01/08/2024		N
Total Entries				7				
FRONT YARD PARKING								
ENF 23-1303	ALGER AVE	RESOLVED	CLOSED	11/27/2023	12/14/2023		12/14/2023	N
ENF 23-1322	W STEWART ST	RESOLVED	CLOSED	11/30/2023	12/07/2023		12/07/2023	N
Total Entries				2				
FURNITURE OUTSIDE								
ENF 23-1314	GLENWOOD AVE	RESOLVED	CLOSED	11/29/2023	12/13/2023		12/13/2023	N
ENF 23-1412	DINGWALL DR	INSPECTED PROPERTY	RECHECK SCHEDULED	12/28/2023	01/04/2024	01/04/2024		Y
ENF 23-1305	E EXCHANGE ST	RESOLVED	CLOSED	11/27/2023	12/11/2023		12/11/2023	Y
Total Entries				3				
GARBAGE & DEBRIS								
ENF 23-1028	CORUNNA AVE	RESOLVED	CLOSED	09/26/2023	12/27/2023		12/27/2023	N
ENF 23-1367	WRIGHT AVE	INSPECTED PROPERTY	LETTER SENT	12/13/2023	12/20/2023	01/18/2024		Y
ENF 23-1318	W SOUTH ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/29/2023	12/27/2023	01/10/2024		N
ENF 23-1075	MOORE ST	RESOLVED	CLOSED	10/09/2023	12/14/2023		12/14/2023	N
ENF 23-1298	N DEWEY ST	RESOLVED	CLOSED	11/22/2023	12/14/2023		12/14/2023	N
ENF 22-1388	YOUNG ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/11/2022	12/04/2023	02/07/2024		N
ENF 23-1307	E MASON ST	LETTER SENT	2ND NOTICE SENT	11/27/2023	12/20/2023	01/10/2024		Y
ENF 23-1372	GRAND AVE	RESOLVED	CLOSED	12/13/2023	12/20/2023		12/20/2023	N
ENF 23-0596	DIVISION ST	INSPECTED PROPERTY	FINAL NOTICE	06/13/2023	12/06/2023	02/06/2024		VAC

## DECEMBER 2023

Enf. Number		Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1355	E	WILLIAMS ST	INSPECTED PROPERTY	LETTER SENT	12/12/2023	12/26/2023	01/10/2024		N
ENF 23-1272	E	MAIN ST	RESOLVED	CLOSED	11/20/2023	12/05/2023		12/05/2023	N
ENF 23-1408	N	WATER ST	RESOLVED	CLOSED	12/27/2023	01/03/2024		01/03/2024	N
ENF 23-1376	N	SHIAWASSEE ST	RESOLVED	CLOSED	12/14/2023	12/20/2023		12/20/2023	N
ENF 23-1325	W	STEWART ST	LETTER SENT	RECHECK SCHEDULED	12/04/2023	12/27/2023	01/04/2024		N
ENF 23-1284	S	CHIPMAN ST	RESOLVED	CLOSED	11/22/2023	12/14/2023		12/14/2023	VAC
ENF 23-1321		FREDERICK ST	RESOLVED	CLOSED	11/30/2023	12/14/2023		12/14/2023	N
ENF 23-1328		FREDERICK ST	RESOLVED	CLOSED	12/04/2023	12/18/2023		12/18/2023	N
ENF 23-1317	N	HICKORY ST	RESOLVED	CLOSED	11/29/2023	12/06/2023		12/06/2023	N
ENF 22-1318		GRACE ST	CONTACT WITH OWNER	EXTENSION GRANTED	09/20/2022	12/06/2023	01/08/2024		N
ENF 23-1375	N	LANSING ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/14/2023	12/20/2023	01/04/2024		N
ENF 23-1362	N	LANSING ST	INSPECTED PROPERTY	LETTER SENT	12/13/2023	12/27/2023	01/04/2024		Y
ENF 23-1106		FLETCHER ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/16/2023	12/20/2023	01/11/2024		N

Total Entries	22
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GARBAGE CANS

ENF 23-1329		GLENWOOD AVE	RESOLVED	CLOSED	12/04/2023	12/27/2023		12/27/2023	N
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Total Entries	1
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GARBAGE/JUNK IN ROW

ENF 23-1302		WOODLAWN AVE	RESOLVED	CLOSED	11/27/2023	12/05/2023		12/05/2023	N
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ENF 23-1261		ALGER AVE	RESOLVED	CLOSED	11/20/2023	12/12/2023		12/12/2023	N
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ENF 23-1399		GLENWOOD AVE	RESOLVED	CLOSED	12/20/2023	12/28/2023		12/28/2023	N
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Code Enforcement Activity

DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1343	WOODLAWN AVE	RESOLVED	CLOSED	12/11/2023	12/18/2023		12/18/2023	N
ENF 23-1319	WOODLAWN AVE	RESOLVED	CLOSED	11/29/2023	12/07/2023		12/07/2023	N
ENF 23-1366	GLENWOOD AVE	RESOLVED	CLOSED	12/13/2023	12/28/2023		12/28/2023	N
ENF 23-1311	GILBERT ST	RESOLVED	CLOSED	11/28/2023	12/06/2023		12/06/2023	Y
ENF 23-1359	DIMMICK ST	RESOLVED	CLOSED	12/12/2023	12/20/2023		12/20/2023	N
ENF 23-1393	SUMMIT ST	RESOLVED	CLOSED	12/19/2023	12/28/2023		12/28/2023	N
ENF 23-1349	N HICKORY	CLOSED	CLOSED	12/11/2023	12/26/2023		12/26/2023	Y
ENF 23-1215	GROVER ST	RESOLVED	CLOSED	11/13/2023	12/19/2023		12/19/2023	Y
ENF 23-1410	MOORE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/27/2023	01/04/2024	01/04/2024		N
ENF 23-1227	PINE ST	RESOLVED	CLOSED	11/14/2023	12/13/2023		12/13/2023	N
ENF 23-1360	PINE ST	RESOLVED	CLOSED	12/12/2023	12/19/2023		12/19/2023	N
ENF 23-1368	N WASHINGTON ST	RESOLVED	CLOSED	12/13/2023	12/20/2023		12/20/2023	N
ENF 23-1301	KEYTE ST	RESOLVED	CLOSED	11/27/2023	12/04/2023		12/04/2023	N
ENF 23-1404	E MASON ST	RESOLVED	CLOSED	12/26/2023	01/03/2024		01/03/2024	N
ENF 23-1304	E MASON ST	RESOLVED	CLOSED	11/27/2023	11/27/2023		12/04/2023	N
ENF 23-1226	N DEWEY ST	RESOLVED	CLOSED	11/14/2023	12/11/2023		12/11/2023	N
ENF 23-1296	GRAND AVE	RESOLVED	CLOSED	11/22/2023	12/14/2023		12/14/2023	N
ENF 23-1371	GRAND AVE	LETTER SENT	RECHECK SCHEDULED	12/13/2023	01/04/2024	01/04/2024		N
ENF 23-1300	GRAND AVE	RESOLVED	CLOSED	11/27/2023	12/14/2023		12/14/2023	N
ENF 23-1395	LINGLE AVE	RESOLVED	CLOSED	12/20/2023	12/27/2023		12/27/2023	Y
ENF 23-1383	HUGGINS ST	RESOLVED	CLOSED	12/18/2023	01/02/2024		01/02/2024	Y

## DECEMBER 2023

Enf. Number		Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1384		CORUNNA AVE	RESOLVED	CLOSED	12/18/2023	12/26/2023		12/26/2023	Y
ENF 23-1411	N	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/28/2023	01/04/2024	01/04/2024		N
ENF 23-1338	N	SAGINAW ST	RESOLVED	CLOSED	12/11/2023	12/20/2023		12/20/2023	N
ENF 23-1370	N	PARK ST	RESOLVED	CLOSED	12/13/2023	12/20/2023		12/20/2023	N
ENF 23-1310	N	WATER ST	RESOLVED	CLOSED	11/28/2023	12/26/2023		12/26/2023	Y
ENF 23-1331	N	WATER ST	RESOLVED	CLOSED	12/05/2023	12/13/2023		12/13/2023	N
ENF 23-1369	N	WATER ST	INSPECTED PROPERTY	LETTER SENT	12/13/2023	01/04/2024	01/04/2024		Y
ENF 23-1332	N	WATER ST	RESOLVED	CLOSED	12/05/2023	12/13/2023		12/13/2023	N
ENF 23-1320	N	CHIPMAN ST	RESOLVED	CLOSED	11/30/2023	12/07/2023		12/07/2023	N
ENF 23-1403	E	KING ST	RESOLVED	CLOSED	12/26/2023	01/03/2024		01/03/2024	N
ENF 23-1407	E	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/27/2023	01/03/2024	01/10/2024		N
ENF 23-1278		ISHAM ST	RESOLVED	CLOSED	11/21/2023	12/05/2023		12/05/2023	N
ENF 23-1100		OAKWOOD AVE	RESOLVED	CLOSED	10/16/2023	12/06/2023		12/06/2023	N
ENF 23-1342		ISHAM ST	RESOLVED	CLOSED	12/11/2023	12/18/2023		12/18/2023	N
ENF 23-1363	W	STEWART ST	INSPECTED PROPERTY	LETTER SENT	12/13/2023	12/27/2023	01/04/2024		N
ENF 23-1373		TRACY ST	RESOLVED	CLOSED	12/13/2023	12/20/2023		12/20/2023	N
ENF 23-1386	S	CHIPMAN ST	RESOLVED	CLOSED	12/18/2023	12/27/2023		12/27/2023	N
ENF 23-1356	E	KING ST	RESOLVED	CLOSED	12/12/2023	12/19/2023		12/19/2023	N
ENF 23-1361	S	LYON ST	RESOLVED	CLOSED	12/12/2023	12/19/2023		12/19/2023	N
ENF 23-1337		MICHIGAN AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/11/2023	12/26/2023	01/09/2024		Y
ENF 23-1377		CASS ST	RESOLVED	CLOSED	12/14/2023	12/20/2023		12/20/2023	N

## DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1159	MICHIGAN AVE	RESOLVED	CLOSED	10/31/2023	12/05/2023		12/05/2023	Y
ENF 23-1397	MICHIGAN AVE	RESOLVED	CLOSED	12/20/2023	01/03/2024		01/03/2024	Y
ENF 23-1313	E RIDGE ST	RESOLVED	CLOSED	11/29/2023	12/14/2023		12/14/2023	N
ENF 23-1385	RIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/18/2023	12/26/2023	01/04/2024		N
ENF 23-1341	BEEHLER ST	RESOLVED	CLOSED	12/11/2023	12/18/2023		12/18/2023	Y
ENF 23-1345	E EXCHANGE ST	RESOLVED	CLOSED	12/11/2023	12/18/2023		12/18/2023	N
ENF 23-1409	W KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/27/2023	12/27/2023	01/04/2024		N
ENF 23-1268	THIRD ST	RESOLVED	CLOSED	11/20/2023	12/04/2023		12/04/2023	N
ENF 23-1401	FLETCHER ST	RESOLVED	CLOSED	12/26/2023	01/03/2024		01/03/2024	N
ENF 23-1353	OAKWOOD AVE	RESOLVED	CLOSED	12/12/2023	12/19/2023		12/19/2023	Y
ENF 23-1309	N CHIPMAN ST	RESOLVED	CLOSED	11/27/2023	12/05/2023		12/05/2023	Y

**Total Entries      56**

HEALTH & SAFETY

ENF 21-0921	CORUNNA AVE	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	06/23/2021	12/28/2023	01/29/2024		N
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**Total Entries      1**

HOUSE NUMBERS

ENF 23-1294	MCMILLAN AVE	RESOLVED	CLOSED	11/22/2023	12/06/2023		12/06/2023	IND
ENF 23-1293	MCMILLAN AVE	RESOLVED	CLOSED	11/22/2023	12/06/2023		12/06/2023	IND
ENF 23-1240	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	Y
ENF 23-1241	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1242	CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	11/16/2023	12/19/2023	01/10/2024		N

Code Enforcement Activity

DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1244	CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	11/16/2023	12/19/2023	01/10/2024		COMM
ENF 23-1243	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1245	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1239	CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	11/16/2023	12/18/2023	01/10/2024		N
ENF 23-1292	W MAIN ST	INSPECTED PROPERTY	LETTER SENT	11/22/2023	12/19/2023	01/10/2024		COMM
ENF 23-1221	CORUNNA AVE	LETTER SENT	RECHECK SCHEDULED	11/13/2023	12/26/2023	01/11/2024		N
ENF 23-1255	CENTER ST	RESOLVED	CLOSED	11/16/2023	12/07/2023		12/07/2023	N
ENF 23-1256	CENTER ST	RESOLVED	CLOSED	11/16/2023	12/07/2023		12/07/2023	N
ENF 23-1253	CENTER ST	RESOLVED	CLOSED	11/16/2023	12/04/2023		12/04/2023	N
ENF 23-1257	CENTER ST	INSPECTED PROPERTY	CLOSED	11/16/2023	12/07/2023		12/07/2023	N
ENF 23-1258	CENTER ST	RESOLVED	CLOSED	11/16/2023	12/07/2023		12/07/2023	N
ENF 23-1254	CENTER ST	RESOLVED	CLOSED	11/16/2023	12/04/2023		12/04/2023	N
ENF 23-1236	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1220	CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	11/13/2023	12/26/2023	01/25/2024		N
ENF 23-1237	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1249	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	COMM
ENF 23-1250	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/12/2023		12/12/2023	Y
ENF 23-1251	CORUNNA AVE		CLOSED	11/16/2023	12/04/2023		12/04/2023	COMM
ENF 23-1252	CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	11/16/2023	12/04/2023	01/10/2024		COMM
ENF 23-1223	CORUNNA AVE	RESOLVED	CLOSED	11/13/2023	12/11/2023		12/11/2023	N
ENF 23-1235	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	VAC

Code Enforcement Activity

## DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1222	CORUNNA AVE	RESOLVED	CLOSED	11/13/2023	12/11/2023		12/11/2023	N
ENF 23-1246	CORUNNA AVE	RESOLVED	CLOSED	11/16/2023	12/05/2023		12/05/2023	Y
Total Entries				28				
LEAVES								
ENF 23-1267	ADA ST	INSPECTED PROPERTY	CLOSED	11/20/2023	12/04/2023		12/04/2023	N
Total Entries				1				
LIGHTING VIOLATION								
ENF 23-1276	E MAIN ST	INSPECTED PROPERTY	CONTACT WITH BUSINESS	11/21/2023	12/20/2023	01/17/2024		COMM
ENF 23-1315	E MAIN ST	RESOLVED	CLOSED	11/29/2023	12/27/2023		12/27/2023	COMM
Total Entries				2				
MISC.								
ENF 23-1402	HANOVER ST	RESOLVED	CLOSED	12/26/2023	01/03/2024		01/03/2024	N
Total Entries				1				
MULTIPLE VIOLATIONS								
ENF 22-1492	WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/02/2022	12/04/2023	03/07/2024		N
ENF 23-1344	ALGER AVE	CONTACT WITH OWNER	EXTENSION GRANTED	12/11/2023	12/15/2023	02/15/2024		N
ENF 23-1263	ALGER AVE	INSPECTED PROPERTY	FINAL NOTICE	11/20/2023	12/28/2023	01/09/2024		Y
ENF 23-1396	HARRISON AVE	LETTER SENT	PARTIALLY RESOLVED	12/20/2023	01/03/2024	01/10/2024		N
ENF 23-1389	ABREY AVE	LETTER SENT	2ND NOTICE SENT	12/19/2023	01/04/2024	01/04/2024		N
ENF 23-1390	HARRISON AVE	RESOLVED	CLOSED	12/19/2023	01/03/2024		01/03/2024	N
ENF 23-1394	MARY ST	LETTER SENT	LETTER SENT	12/20/2023	12/20/2023	01/08/2024		N
ENF 22-0522	W MAIN ST	CONTACT WITH OWNER	EXTENSION GRANTED	04/29/2022	12/06/2023	02/06/2024		N

01/04/24

Code Enforcement Activity

11/14

DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1202	DIMMICK ST	RESOLVED	CLOSED	11/08/2023	12/14/2023		12/14/2023	N
ENF 23-1365	W STEWART ST	LETTER SENT	RECHECK SCHEDULED	12/13/2023	12/13/2023	06/19/2024		N
ENF 22-0393	FLETCHER ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	04/01/2022	12/28/2023	01/11/2024		N
ENF 23-0156	S CHIPMAN ST	INSPECTED PROPERTY	3RD TICKET ISSUED	02/16/2023	12/12/2023	01/11/2024		N
ENF 23-0833	W MAIN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/03/2023	12/27/2023	01/09/2024		N
ENF 23-1108	W MAIN ST	LETTER SENT	1ST TICKET ISSUED	10/17/2023	12/18/2023	01/25/2024		N
ENF 23-1414	JEROME AVE	CONTACT WITH OCCUPANT	EXTENSION GRANTED	12/28/2023	01/02/2024	04/30/2024		Y
ENF 23-1281	YOUNG ST	RESOLVED	CLOSED	11/21/2023	12/27/2023		12/27/2023	N
ENF 23-1358	N HICKORY ST	LETTER SENT	RECHECK SCHEDULED	12/12/2023	12/12/2023	02/05/2024		N
ENF 23-1398	N HICKORY ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/20/2023	01/04/2024	01/04/2024		N
ENF 23-1285	WALNUT ST	RESOLVED	CLOSED	11/22/2023	12/06/2023		12/06/2023	Y
ENF 23-1334	N SHIAWASSEE ST	LETTER SENT	RECHECK SCHEDULED	12/05/2023	12/13/2023	01/17/2024		Y
ENF 23-1354	N SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	12/12/2023	12/12/2023	06/13/2024		Y
ENF 23-1340	N SAGINAW ST	INSPECTED PROPERTY	LETTER SENT	12/11/2023	12/28/2023	01/09/2024		Y
ENF 20-0917	W EXCHANGE	INSPECTED PROPERTY	REF TO CITY ATTY	11/03/2020	12/07/2023	01/11/2024		N
ENF 23-0161	N SAGINAW ST	INSPECTED PROPERTY	2ND TICKET ISSUED	02/20/2023	12/20/2023	01/09/2024		N
ENF 22-1488	N WATER ST	INSPECTED PROPERTY	1ST TICKET ISSUED	11/01/2022	12/14/2023	01/11/2024		N
ENF 23-1387	N CHESTNUT ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/19/2023	12/26/2023	01/04/2024		N
ENF 23-1291	LAFAYETTE BLVD	RESOLVED	CLOSED	11/22/2023	12/04/2023		12/04/2023	N
ENF 23-1287	E KING ST	RESOLVED	CLOSED	11/22/2023	12/06/2023		12/06/2023	N

01/04/24

Code Enforcement Activity

12/14

DECEMBER 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0925	MEADOW DR	LEGAL ACTION	RECHECK SCHEDULED	06/22/2022	12/01/2023	01/16/2024		VAC
ENF 23-1299	NAFUS ST	RESOLVED	CLOSED	11/27/2023	12/11/2023		12/11/2023	Y
ENF 22-1197	OAKWOOD AVE	INSPECTED PROPERTY	COURT ORDER	08/23/2022	12/18/2023	01/18/2024		Y
ENF 22-0238	E MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	03/03/2022	12/28/2023	01/29/2024		N
ENF 23-1279	W STEWART ST	INSPECTED PROPERTY	LETTER SENT	11/21/2023	12/13/2023	01/16/2024		COMM
ENF 21-0966	ISHAM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/28/2021	12/12/2023	01/11/2024		VAC
ENF 22-1543	W STEWART ST	INSPECTED PROPERTY	FINAL NOTICE	11/16/2022	12/28/2023	01/18/2024		N
ENF 22-0883	S CHIPMAN ST	INSPECTED PROPERTY	LETTER SENT	06/15/2022	12/27/2023	01/29/2024		Y
ENF 23-0425	S CHIPMAN ST	INSPECTED PROPERTY	FINAL NOTICE	05/16/2023	12/14/2023	01/16/2024		N
ENF 23-1388	CASS ST	INSPECTED PROPERTY	LETTER SENT	12/19/2023	01/03/2024	01/04/2024		N
ENF 23-0886	S WASHINGTON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/21/2023	12/28/2023	01/09/2024		N
ENF 23-1413	S WASHINGTON ST	LETTER SENT	RECHECK SCHEDULED	12/28/2023	12/28/2023	01/04/2024		N
ENF 21-1592	E STEWART ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/19/2021	12/27/2023	01/29/2024		N
ENF 23-0157	N LANSING ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	02/17/2023	12/28/2023	01/08/2024		Y
ENF 23-1346	S SHIAWASSEE	INSPECTED PROPERTY	RECHECK SCHEDULED	12/11/2023	12/11/2023	01/16/2024		COMM
ENF 22-0356	MILWAUKEE ST	INSPECTED PROPERTY	REF TO CITY ATTY	03/25/2022	12/14/2023	01/31/2024		N
ENF 23-1352	N CHIPMAN ST	LETTER SENT	RECHECK SCHEDULED	12/12/2023	12/12/2023	03/14/2024		N

Total Entries

45

NO BUILDING PERMIT

ENF 23-1152	S SHIAWASSEE ST	RESOLVED	CLOSED	10/30/2023	10/30/2023		12/05/2023	N
ENF 23-1405	CENTER ST	OBTAINED PERMIT	CLOSED	12/27/2023	01/02/2024		01/02/2024	N

01/04/24

### Code Enforcement Activity

**DECEMBER 2023**

13/14

Enf. Number	Address		Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0747	LYNN ST		INSPECTED PROPERTY	1ST TICKET ISSUED	07/19/2023	12/07/2023	01/08/2024		N
Total Entries					3				
RENTAL REGISTRATION									
ENF 23-1380	E	EXCHANGE ST	NOT A RENTAL	CLOSED	12/14/2023	12/19/2023		12/19/2023	Y
ENF 23-1323	N	DEWEY ST	COMPLAINT LOGGED	LETTER SENT	12/01/2023	12/01/2023	01/06/2024		Y
ENF 23-1400	BROADWAY AVE		LETTER SENT	LETTER SENT	12/20/2023	12/20/2023	01/27/2024		Y
Total Entries					3				
ROW VIOLATIONS									
ENF 23-1406	ALGER AVE		LETTER SENT	RECHECK SCHEDULED	12/27/2023	12/27/2023	01/10/2024		COMM
ENF 23-1381	CORUNNA AVE		INSPECTED PROPERTY	2ND NOTICE SENT	12/18/2023	12/27/2023	01/04/2024		COMM
Total Entries					2				
SCRAPPING MATERIALS									
ENF 23-1095	W	EXCHANGE	INSPECTED PROPERTY	EXTENSION GRANTED	10/11/2023	12/20/2023	04/01/2024		Y
Total Entries					1				
SIDEWALK/SNOW & ICE									
ENF 23-1336	DUMMY FILE			CLOSED	12/05/2023	12/05/2023		12/19/2023	
ENF 23-1374	E	EXCHANGE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	12/14/2023	12/26/2023	01/08/2024		Y
Total Entries					2				
SIGN VIOLATION									
ENF 23-1348	W	MAIN ST	RESOLVED	CLOSED	12/11/2023	12/26/2023		12/26/2023	COMM
ENF 23-1391	S	WATER		CLOSED	12/19/2023	12/26/2023		12/26/2023	COMM
Total Entries					2				
TEMPORARY STRUCTURES									

Code Enforcement Activity

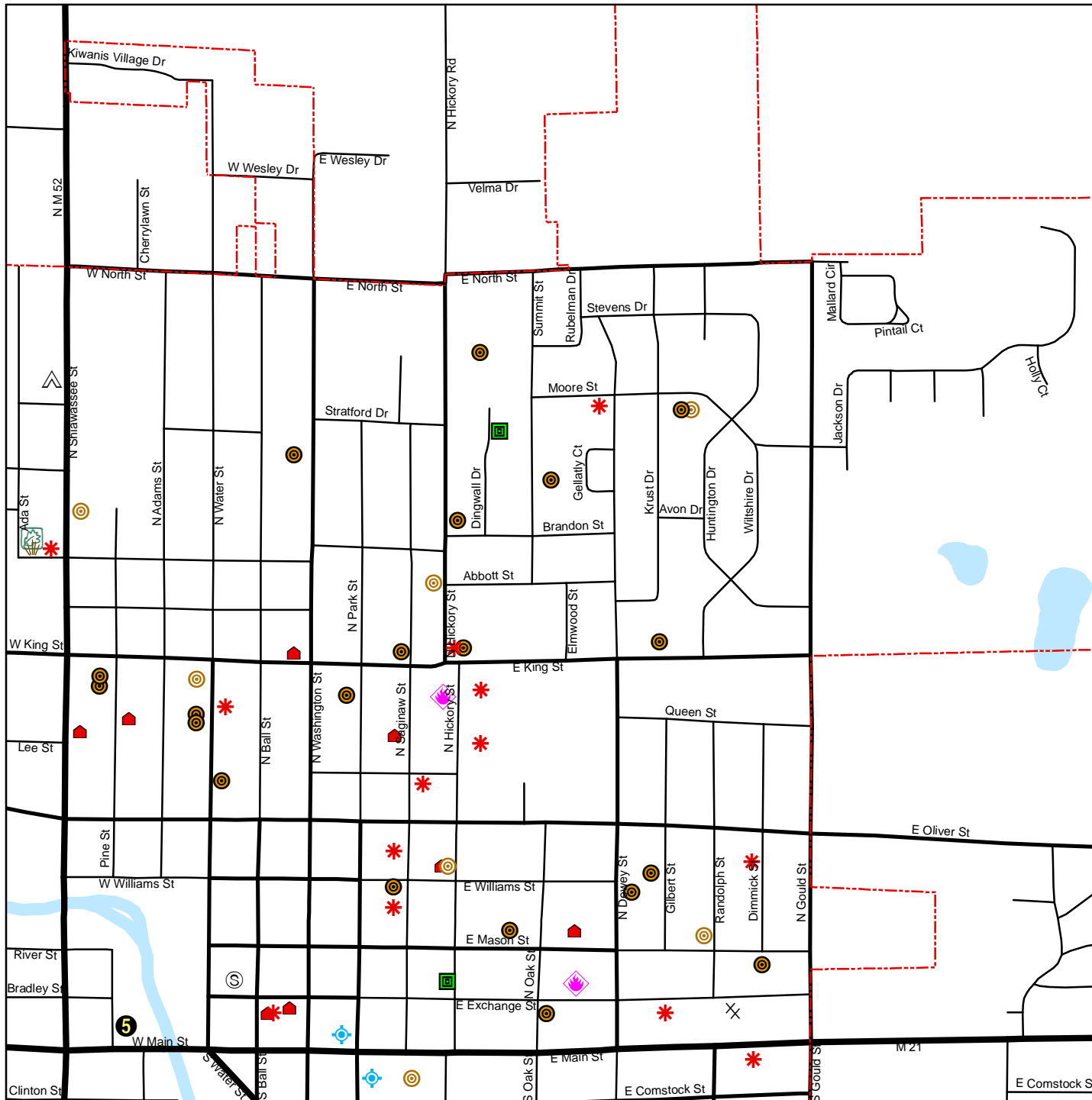
DECEMBER 2023

Enf. Number		Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-1357	S	CEDAR ST	LETTER SENT	RECHECK SCHEDULED	12/12/2023	12/12/2023	06/13/2024		N
ENF 23-1351	N	SHIAWASSEE ST	LETTER SENT	RECHECK SCHEDULED	12/12/2023	12/12/2023	06/12/2024		N
ENF 21-0380		GRACE ST	INSPECTED PROPERTY	EXTENSION GRANTED	03/11/2021	12/06/2023	01/08/2024		N
ENF 23-0658	N	CEDAR ST	INSPECTED PROPERTY	2ND NOTICE SENT	06/29/2023	12/28/2023	02/01/2024		N
Total Entries					4				
TRAILER VIOLATIONS									
ENF 23-1347	S	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/11/2023	12/11/2023	01/16/2024		N
Total Entries					1				
TREE VIOLATIONS									
ENF 23-0905		MILWAUKEE ST	INSPECTED PROPERTY	REF TO DPW	08/23/2023	12/12/2023	01/31/2024		VAC
Total Entries					1				
VACANT STRUCTURES									
ENF 20-0758		PEARCE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/18/2020	12/12/2023	01/17/2024		VAC
Total Entries					1				
Total Records:			228			Total Pages:		14	

# City of Owosso

## Code Enforcement Activity December 2023

### NE Quadrant



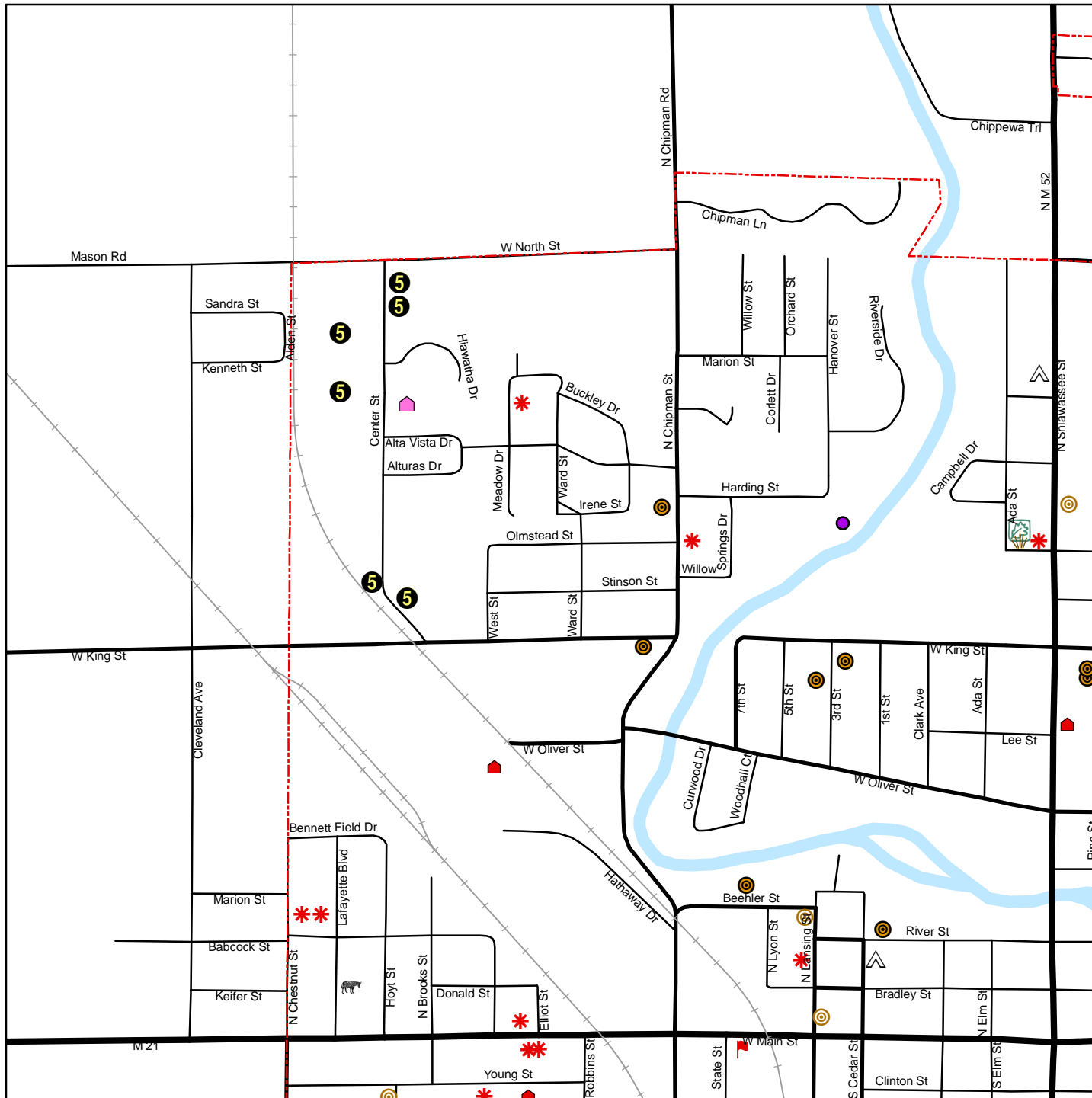
0 300 600 900 1,200 Feet



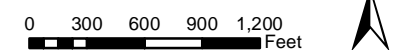
# City of Owosso

Code Enforcement Activity  
December 2023

NW Quadrant



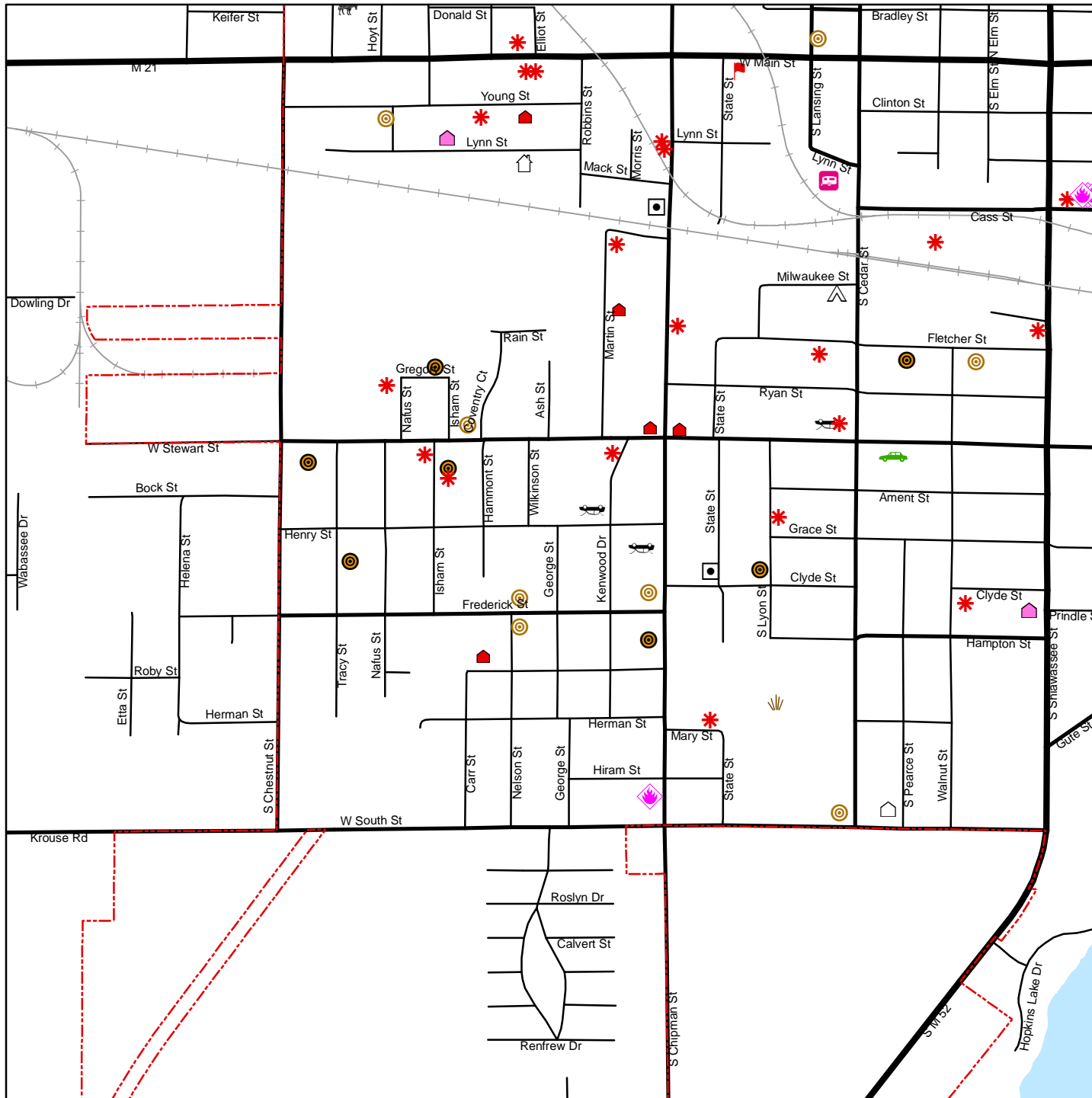
### SE Quadrant



# City of Owosso

Code Enforcement Activity  
December 2023

SW Quadrant



**Monthly Inspection List  
DECEMBER 2023**

HISSONG, BRAD	BUILDING OFFICIAL Total Inspections:	<b>4</b>
	SUB - BUILDING OFFICIAL Total Inspections:	<b>29</b>
	SUB - BUILDING OFFICIAL Total Inspections:	<b>7</b>
PUNG, ROY	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	<b>20</b>
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	<b>12</b>
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	<b>108</b>
MAYBAUGH, BRAD	CODE ENFORCEMENT Total Inspections:	<b>178</b>
<b>Grand Total Inspections:</b>		<b>358</b>

**CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2023**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>ADULT USE RECREATIONAL RETAIL</b>						2			1			3
						\$10,000			\$5,000			\$15,000
<b>AMPHITHEATER</b>					1	1	9					11
					\$50	\$0	\$0					\$50
<b>BENTLEY PARK RENTAL</b>												
11	6	8	5	11	1	0	3	2				47
\$275	\$150	\$225	\$150	\$300	\$25	\$0	\$50	\$75				\$1,250
<b>GROWER LICENSE (Medical)</b>												
	1							1				2
	\$5,000							\$5,000				\$10,000
<b>HARMON PATRIDGE PARK RENTAL</b>												
3	2	1	4	17	7	7	4	1				46
\$75	\$50	\$50	\$100	\$550	\$225	\$175	\$125	\$25				\$1,375
<b>MOBILE FOOD VENDING (Food Truck License)</b>												
					1							1
					\$150							\$150
<b>PROCESSOR LICENSE</b>												
1												1
\$5,000												\$5,000
<b>PROVISIONING CENTER</b>												
						2			1			3
						\$10,000			\$5,000			\$15,000
<b>RECREATIONAL GROW</b>												
	1					1		1				3
	\$5,000					\$5,000		\$5,000				\$15,000
<b>RENTAL (Renewals)</b>												
2	3	4		6		4	3	81	85	35	85	308
\$100	\$150	\$200		\$300		\$200	\$150	\$16,850	\$10,500	\$5,250	\$9,550	\$43,250
<b>RENTAL REGISTRATIONS (New)</b>												
1	3	4	1	2	11			4	3	3	4	36
\$50	\$100	\$150	\$50	\$100	\$550			\$150	\$150	\$300	\$100	\$1,700
<b>RESIDENTIAL DESIGNATED PARKING</b>												
1					1							2
\$840					\$840							\$1,680
<b>TOTALS:</b>												
19	16	17	10	36	22	17	19	90	90	38	89	463
\$6,340	\$10,450	\$625	\$300	\$1,250	\$1,840	\$25,375	\$325	\$27,100	\$20,650	\$5,550	\$9,650	\$109,455



# OWOSSO POLICE DEPARTMENT

202 S. WATER ST. • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX (989)725-0528

## MEMORANDUM

DATE: 10 January 2024  
TO: Owosso City Council  
FROM: Eric E. Cherry  
Police Department Captain  
RE: December 2024 Police Activity Report

### ***Master Plan Goal 3.1, 3.2***

*The Investigative Services Bureau attended the monthly multidisciplinary meeting for all forensic interviews conducted. This is where investigators, CPS, Voices for Children and Shiawassee County Prosecutors discuss where each case is at of the reported sexual assault investigations.*

*Our Comprehensive Opioid, Stimulant and Substance Use Program (COSSUP) team met on multiple occasions and also completed some field work with persons that were effected by overdose.*

*Members of the department attended two (2) "Shop with a Hero" events in December: one at Walmart and one at Meijer.*

*Investigators from the department assisted the Shiawassee County Human Oppression Team (SHOT) in an operation to arrest persons trying to meet up with underage individuals. This operation was in various locations throughout the county, one (1) arrest was made in the City of Owosso.*

### **December - 5 YEAR AVERAGE**

	2019-Dec	2020-Dec	2021-Dec	2022-Dec	2023-Dec	Dec 5YR AVG
Part I Crimes	26	24	32	15	37	26.8
Part II Crimes	59	60	73	78	91	72.2
Violent Crimes	7	7	11	3	8	7.2
Total Reports	148	157	154	149	174	156.4
Felony Arrests	3	8	8	3	6	5.6
Total Arrests	19	24	23	35	36	27.4
Traffic Stops	88	72	33	192	112	99.4
All Dispatched Events	567	530	881	991	921	778

**LAST 12 MONTHS**

	2023- Jan	2023- Feb	2023- Mar	2023- Apr	2023- May	2023- Jun	2023- Jul	2022- Aug	2023- Sep	2023- Oct	2023- Nov	2023- Dec	Last 12 Months	Average
Part I Crimes	20	16	26	23	31	34	30	26	25	29	26	37	323	26.92
Part II Crimes	71	71	96	95	129	85	111	99	97	80	88	91	1113	92.75
Violent Crimes	5	5	4	7	6	11	12	7	10	3	15	8	93	7.75
Total Reports	141	133	170	183	194	179	202	178	184	176	154	174	2068	172.33
Felony Arrests	8	7	8	5	6	6	10	7	8	4	4	6	79	6.58
Total Arrests	44	33	39	31	40	36	45	31	45	34	22	36	436	36.33
Traffic Stops	213	222	130	151	78	58	82	100	63	80	78	112	1367	113.92
All Dispatched Events	1071	1006	969	1004	1061	898	903	915	886	1003	942	921	11579	964.92



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

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# *MEMORANDUM*

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DATE: January 8, 2024

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: December 2023 Fire & Ambulance Report

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Attached are the statistics for the Owosso Fire Department (OFD) for December 2023. The Owosso Fire Department responded to 239 incidents in the month of December.

OFD responded to 20 fire calls and responded to 219 EMS calls.

Previous Month ▾

Dec 1, 2023 - Dec 31, 2023 ▾

8%

FIRE

Percentage of Total Incidents

92%

EMS

Percentage of Total Incidents

239

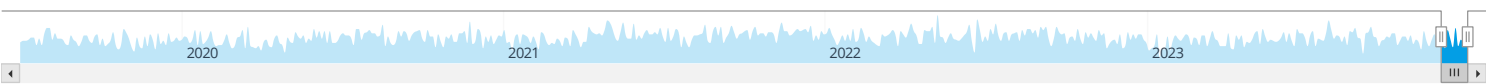
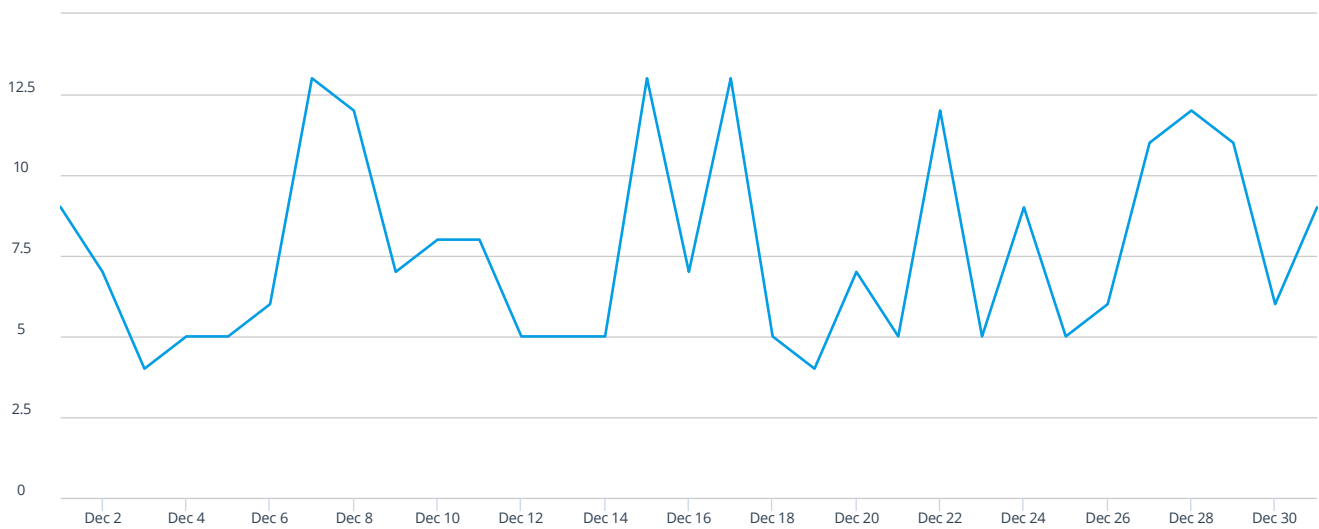
INCIDENTS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	12/3/23	12/10/23	12/17/23	12/24/23	12/31/23	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	Total
(10) Fire, other		1												1
(11) Structure Fire			1	1										2
(15) Outside rubbish fire			1											1
(30) Rescue, emergency medical call (EMS), other					2									2
(32) Emergency medical service (EMS) incident	20	49	50	42	56									217
(35) Extrication, rescue			1											1
(41) Combustible/f... spills & leaks				1										1
(42) Chemical release, reaction, or toxic condition		1												1
(57) Cover assignment, standby at fire station, move-up		1												1
(60) Good intent call, other		1												1
(61) Dispatched and canceled en route		1	1											2
(65) Steam, other gas mistaken for smoke					1									1
(70) False alarm and false call, other		1			1									2
(74) Unintentional system/detect... operation (no fire)		1	2	3										6

Week Ending	12/3/23	12/10/23	12/17/23	12/24/23	12/31/23	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	Total
Total	20	56	56	47	60									239

**REGULAR MEETING MINUTES OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY/OWOSSO MAIN STREET  
CITY OF OWOSSO**

**January 3, 2024, AT 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chair Jon Moore at 7:35 A.M.

**ROLL CALL:** Taken by Chair Jon Moore

**PRESENT:** Chair Jon Moore, Vice-Chair Lance Omer, Commissioners Daylen Howard, Allié McGuire, Robert J. Teich, Jr., Nicole Reyna and Bill Gilbert. Commissioner Josh Ardelean arrived at 7:54 A.M.

**ABSENT:** Commissioner Emily Olson

**STAFF PRESENT:** Lizzie Fredrick, DDA/OMS Director

**AGENDA:**

**MOVED BY GILBERT, SUPPORTED BY MCGUIRE TO APPROVE THE JANUARY 3, 2024 DDA/OMS AGENDA AS PRESENTED.**

**AYES: ALL  
MOTION CARRIED**

**MINUTES:**

**MOVED BY HOWARD, SUPPORTED BY REYNA TO APPROVE THE DECEMBER 6, 2023 DDA/OMS SPECIAL MEETING MINUTES.**

**AYE: ALL  
MOTION CARRIED**

**PUBLIC COMMENTS:** None.

**FINANCIAL REPORTS:** Fredrick presented the financial reports and answered questions.

**ITEMS OF BUSINESS:**

1. **BOARD MEMBER AGREEMENT & JOB DESCRIPTION:** Moore presented the Board Member Agreement and Job Description and asked the Board to sign the agreement.  
  
Gilbert discussed the agreement and job description helping with Board Member onboarding.
2. **FY23-24 BUDGET AMENDMENTS:** Fredrick reviewed the proposed budget amendments highlighting the payoff of the DDA Revolving Loan Debt and that changes in programing, estimated revenue and estimated expenses will decrease the anticipated expenditures from the Fund Balance by approximately \$5,000.  
  
**MOVED BY HOWARD, SUPPORTED BY GILBERT TO APPROVE THE FISCALYEAR 2023-2024 BUDGET AMENDMENTS AS PRESENTED.**  
**AYES: ALL  
MOTION CARRIED**
3. **DOWNTOWN PARKING:** Fredrick presented the proposed street parking updates and highlighted an error in the memorandum.

Fredrick confirmed that the parallel parking spot to be removed is on W. Comstock Street instead of W. Exchange Street.

**MOVED BY HOWARD, SUPPORTED BY OMER TO APPROVE THE REMOVAL OF THE PARALELL PARKING SPOT ON W. COMSTOCK STREET NEXT TO THE EAST BOUND STOP SIGN AND UPDATING THE 15-MINUTE PARALLEL PARKING SPOTS ON PARK STREET AND E. COMSTOCK STREET TO A 2-HOUR PARKING LIMIT.**

**AYES: ALL**

**MOTION CARRIED**

**COMMITTEE UPDATES:**

1. **Organization:** Moore reviewed the December Organization Committee minutes including updates on the Board Member Agreement, the creation of a Volunteer Appreciation Program and Community Newsletter.
2. **Economic Vitality:** Howard announced the Match on Main grant opportunity and shared that the Economic Vitality Committee needs a member from a traditional lending institution.
3. **Promotion:** Fredrick provided a recap of the New Year's Eve event and updated the Board on the Chocolate Walk and Hype Team.
4. **Design:** Fredrick reviewed the December Design Committee minutes including updates on the Fountain Park Summer Expansion and Bridge Basket Program.

**DIRECTOR UPDATES:** Fredrick notified the Board that the Lapeer DDA and Main Street Board will be visiting Downtown Owosso on January 20<sup>th</sup> for their Board retreat and reminded the Board she'll be gone at the beginning of May for the Main Street National Conference.

**BOARD COMMENTS:** None.

**ADJOURNMENT:**

**MOVED BY GILBERT, SUPPORTED BY TEICH TO ADJOURN AT 8:49 A.M.**

**AYES: ALL**

**MOTION CARRIED**

**NEXT MEETING FEBRUARY 7, 2024.**