

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
City Hall 105 N Main St

1533rd Regular Meeting Monday November 28, 2022, at 6:30 PM

1. Call to Order at 6:30 PM
2. Pledge of Allegiance
3. Roll Call
4. Swearing in of new Commissioners
5. Additions to the Agenda
6. Approval of Agenda
7. Approval of the Consent Agenda

All matters listed under item 6, Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. Approval of 1531st Meeting Minutes (no quorum/no minutes 1532nd Meeting)
- B. Approval of Bills in the amount of \$56,981.71 & \$9,626.49

8. Correspondence

Eric VanDop of Brickley Delong Audit Presentation

9. Department Reports

- a. City Manager
- b. Police Chief
- c. City Attorney
- d. Mayor
- e. Treasurer/Clerk
- f. Assessor
- g. Department of Public Works
- h. Committee Reports/Board Report
 - Building, Grounds & Infrastructure
 - Finance
 - Ordinance/ Public Safety
 - Personnel, Rules & Ethics
 - Planning Commission
 - Parks & Rec Board
- i. Mason County Commissioner Representative
- j. MCRFA Representative

10. Public Hearing

- a. Close Regular Meeting/Open Public Hearing
- b. Blight Penalty Ordinance 22-03
- c. Commissioner questions/comments
- d. Public questions/comments
- e. Close Public Hearing/Reconvene Regular Meeting

11. Unfinished Business- None

12. New Business

- a. Selection of Mayor and Mayor Pro-Tem
- b. Police Department Promotion Resolution 22-22
- c. Police Department Vehicle Bid Request Resolution 22-23
- d. Alley Water Main Recommendation of Award
- e. Proposal for Engineering for Alley Water Main Improvements

13. Public Comment

Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Letters submitted to Council will not be publicly read. Thank you for your cooperation.

14. Council Members Comments

15. Adjournment

OFFICIAL PROCEEDINGS OF THE CITY COMMISSION OF THE CITY OF SCOTTVILLE, MICHIGAN.

The 1531st Regular Commission meeting of the Scottville City Commission held at City Hall 105 N. Main St on October 24th, 2022. Called to order at 6:30pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Graham

Copenhaver

Seiter

Thue

Yeomans

Spencer

Absent: Alway

Also in attendance: Manager Newkirk, Clerk Lester, and Interim Police Chief Skinner

Additions/Deletions to Agenda- None

Approval of Agenda

Motion, by Yeomans with support from Seiter to approve the agenda as presented.

Motion carried.

Approval of Consent Agenda

Motion, by Seiter with support from Yeomans to approve the consent agenda as presented.

Motion carried.

Correspondence- None

Department Reports

a. City Manager

Newkirk offered closing procedures for Riverside, McPhail and Brookside have commenced. Leaf removal, weather permitting will start this week. DOT is currently performing annual inspections on city plow trucks. Newkirk is working with Fleis&Vandenbrink on a potential grant through the state revolving fund to fully replace the lift station on 5th St. Johnson Rd continues to be an issue. Maintenance is beyond realistic city equipment capabilities. Only ¼ is under city obligation, road commission is currently over booked and cannot assist with this project.

b. Police Department

Report provided. SPD helped at the Color Run, a MCC sponsored benefit and the Senior Center 'Grandparents raising Grandkids' event and will be assisting the schools with Halloween. Skinner is coordinating floats with Lester for Christmas parade preparations.

c. Mayor- None

d. Attorney- Written report provided

e. Treasurer/Clerk- Written report provided

f. DPW- None

g. Assessor- Barnett offered he is working to set up December Board of Review date.

h. Committee Reports-

Finance- RFP Optimist Park Project. Current budget standing & Preliminary Audit items.

i. Mason County Commissioner Representative

Hull offered the group attended a presentation by true stream regarding county wide broad band. At a preliminary cost estimate of \$1.5 million, the board tied 6 yes 6 no, 1 abstention. The county courts are hiring for part time clerical positions.

- j. MCRFA Representative -Lehrbass offered his term at Scottville Representative will expire at the end of 2022. He will be submitting a letter in application for another term. He questioned the permit process for the new fence at the fire barn.

Unfinished Business

- a. Attorney RFP Selection
Commissioners received copies of two RFP submissions referencing the newly available Attorney position. Mika Myers and Curcio Law Firms.
Motion, by Yeomans with support from Seiter to accept the request for proposal submitted by Mika Myers law firm.
Motion carried.
- b. Pre-Construction Letter of Understanding
Knowles presented a pre-construction letter of understanding from Journey Construction. This is the next step to begin work on the Optimist Park Project.
Motion, by with support from to approve the letter of understanding upon approval from legal counsel.
- c. Blight Penalty Ordinance 1st Reading
First reading to bridge the literature gap between the adopted Property Maintenance Code and the City Charter. This will more clearly define the offense tier and prosecution schedule for the SPD.
Motion carried.

New Business

- a. Jabrocki Excavating Snow Removal Contract Renewal
Motion, by Graham with support from Yeomans to renew the contract with Jabrocki Excavating for the 22/23 snow season.
Motion carried.
- b. Closed Session (MMRMA Legal Consultation)
Motion, by Spencer with support from Yeomans to enter closed session.
Motion carried.
ENTER CLOSED SESSION 7:18PM
RECONVENE REGULAR SESSION
Motion, by Seiter with support from Yeomans to approve the recommendation of legal counsel Kristen Rewa from the MMRMA.
Motion carried.

Public Comment

Tom Rotta

Council Member Comments

Graham inquired about the leaf pick up schedule and equipment.

Adjournment

Motion, by Yeomans with support from Thue to adjourn.

Motion Carried 7:50PM

Mayor, Marcy M. Spencer

Clerk, Kelse Lester



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-14-22

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
AT & T MOBILITY	10-26-22	PHONES POLICE, MANAGER	GENERAL FUND	\$253.08
PRIORITY HEALTH	10-22	INSURANCE	GENERAL FUND	\$4,793.06
DEARBORN	10-27-22	DISABILITY INS	GENERAL FUND	\$324.39
SYNCWAVE LLC	11-1-22	INTERNET, PHONES	GENERAL FUND	\$646.71
AMANDA BRODSKY	11-3-22	WATER OVERPAYMENT	WATER SUPPLY	\$100.00
CINDY'S SEWING	SUPPLIES	CLOTHING ALLOWANCE	GENERAL FUND	\$8.00
LARSON'S ACE HARDWARE	069480	KEYS MCPHAIL	GENERAL FUND	\$12.76
MARK LIPPS	REFUND	CAMPING REFUND	GENERAL FUND	\$25.00
KENNEDY INDUSTRIES	633445	CONTRACTED WORK	SEWAGE DISPO	\$9,692.00
LUDINGTON & SCOTTVILL	10-25-22	HOUSING NEES ASSESSMENT	GENERAL FUND	\$5,000.00
CSX TRANSPORTATION	8432652	LAND LEASE ANNUAL	GENERAL FUND	\$115.00
ALPINE TREE SERVICE	10-27-22	LOCAL TREE REMOVAL	LOCAL STREET	\$750.00
CONSUMERS ENERGY	202609480079	103 N MAIN	GENERAL FUND	\$204.03
HOME DEPOT CREDIT SER	10-27-22	DPW, RIVERSIDE, POLICE	GENERAL FUND	\$1,550.26
MARC HANSEN	739658	CITY OF SCOTTVILLE DECALS	GENERAL FUND	\$8.00
KATRINA SKINNER	10-27-22	POLICE ITEMS	GENERAL FUND	\$60.00
EGL E CASHIERS OFFICE	761-11047629,761-1	PERMITS	GENERAL FUND	\$1,683.66
STRONG INDUSTRIAL SUP	1482182	SHOP SUPPLIES	GENERAL FUND	\$15.64
BRICKLEY DELONG	1232000	AUDIT	GENERAL FUND	\$925.00
CONSUMERS ENERGY	100005428899	85 E REEDS, 700 S SCOTTVILLE,650 S MA	GENERAL FUND	\$1,753.66
CONSUMERS ENERGY	201274654482	209 W STATE,	GENERAL FUND	\$335.03
CONSUMERS ENERGY	203410413481	601 W FIRST	GENERAL FUND	\$126.76
CONSUMERS ENERGY	201274654477	146 S MAIN, 114 S MAIN	GENERAL FUND	\$58.54
CONSUMERS ENERGY	201185679146	105 N MAIN	GENERAL FUND	\$125.21
CONSUMERS ENERGY	201274654486	605 N SCOTTVILLE, 202 3 FIFTH	SEWAGE DISPO	\$363.89
CONSUMERS ENERGY	201274654481	1026 W US 10 , 1065 W US 10	GENERAL FUND	\$62.73
LARSON'S ACE HARDWARE	11-30-22	SUPPLIES	GENERAL FUND	\$2.07
MEDIA GROUP 31 LLC	7202	AD'S CHARGERS	GENERAL FUND	\$99.00
DTE ENERGY	06-28-22	DAMAGE TO SERVICE LINE THOMAS	SEWAGE DISPO	\$691.17
GREG BARNETT	11-1-22	ASSESSOR	GENERAL FUND	\$636.00
BRIANS SUPERIOR SEALCO	4519	REPPAIRS TO BERYL	LOCAL STREET	\$11,150.00
LUDINGTON DAILY NEWS	11-4-22	ADVERTISING	GENERAL FUND	\$771.72
CONSUMERS ENERGY	206346852459	LIGHTS	GENERAL FUND	\$1,985.61
MASON COUNTY CLERKS A	11-2-22	VOTER CARDS MAILING FEE	GENERAL FUND	\$309.21
FASTENAL	178784	SHOP SUPPLIES	GENERAL FUND	\$16.31
751 PARTS CO INC	10-31-22	EQUIP REPAIR	MOTOR POOL F	\$16.59
PSI PRINTING SYSTEMS	224827	WATER/SEWER CARDSTOCK	SEWAGE DISPO	\$487.31



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-14-22

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
DTE ENERGY	11-28-22	HEAT	DDA OPERATIO	\$46.28
DTE ENERGY	11-7-22	HEAT	GENERAL FUND	\$442.36
REPUBLIC SERVICES	11-2022	RECYCLE & GARBAGE SERVICE	GARBAGE AND	\$7,576.73
PARTS PLUS OF MASON C	11-2-2022	EQUIP SUPPLIES, WATER, CHOP SUPPLIE	MOTOR POOL F	\$563.70
MARC HANSEN	102694	SHOP SUPPLIES	GENERAL FUND	\$36.49
SLAWINSKI SURVEYING	10-21-22	SURVEYING DDA BUILDING	DDA OPERATIO	\$500.00
MOW TIME	1807	MOWING DDA	DDA OPERATIO	\$80.00
AM CUSTON CREATION LL	870	DPW CLOTHING	GENERAL FUND	\$225.00
JACKPINE BUSINESS CENT	480119-0	POLICE CERTIFICATE	GENERAL FUND	\$10.00
PIONEER GROUP	42105008	ADVERTISING	GENERAL FUND	\$160.00
CARLOS ALVARADO LAWS	11-11-22	ATTORNEY MATTERS	GENERAL FUND	\$2,183.75
TOTAL OF SCHEDULED CHECK RUN:				\$56,981.71



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-22-22

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
BLUE CROSS BLUE SHIELD	11-22	BLUE CROSS	GENERAL FUND	\$414.08
EGLI CASHIERS OFFICE	110057144	POOL LICENSE	GENERAL FUND	\$81.00
VISA	11-16-22	SHOP SUPPLIES, EQUIP REPAIRS, POLICE	GENERAL FUND	\$375.01
VISA	11-17-22	CITY HALL, POLICE, CHRISTMAS	GENERAL FUND	\$1,642.52
CONSUMERS ENERGY	205813104484	105 W GREEN	DDA OPERATIO	\$97.41
MASON CO CENTRAL EDUC	11-2022	SPONSORSHIP	GENERAL FUND	\$250.00
MASON COUNTY CLERK	22-1	POSTAGE VOTER ID CARDS	GENERAL FUND	\$309.21
SPECTRUM BUSINESS	001457211322	CABLE RIVERSIDE PARK	GENERAL FUND	\$771.16
CITY OF SCOTTVILLE--WA	11-8-22	601 1ST	GENERAL FUND	\$61.10
GUSTAFSON HDD LLC	1068	861 W US 10	WATER SUPPLY	\$5,625.00

TOTAL OF SCHEDULED CHECK RUN: \$9,626.49

ORDINANCE COMMITTEE
SUBMITTED TO THE CITY COMMISSION FOR FIRST READING

CITY OF SCOTTVILLE
MASON COUNTY, MICHIGAN

ORDINANCE No. 2022-03

AN ORDINANCE TO AMEND SECTION 10.99 OF TITLE I: GENERAL PROVISIONS, OF THE CODE OF ORDINANCES OF THE CITY OF SCOTTVILLE.

THE CITY OF SCOTTVILLE ORDAINS:

Section 10.99 of Chapter 10: Rules of Construction; General Penalty, of Title I of the Code of Ordinances of the City of Scottville is amended as follows:

- (A) Pursuant to MCL 600.8701-8745 and Section 7.15 of the City Charter, a violation of this code or other city ordinance is a municipal civil infraction only if the ordinance that establish the violation, expressly provides said violation constitutes a municipal civil infraction, or the code or other city ordinance expressly state so, or is expressly defined by applicable state or federal laws as a municipal civil infraction. It is understood that the simple reference to this section of the Code is sufficient to meet the statutory requirement regarding express reference.
- (B) The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount as provided by this code or other city ordinance, plus any costs, damages, expenses and other sanctions, as authorized under Chapter 87 of Public Act 236 of 1961, as amended and other applicable laws.
 - (1) Unless otherwise specifically provided for a particular municipal civil infraction violation by this code or other city ordinance, for each violation the civil fine shall not exceed five hundred dollars (\$500.00), plus costs, expenses and other sanctions; or jail time for ninety days (90 days), or both, in the discretion of the court.
 - (2) (a) Increased civil fines may be imposed for repeat violations by a person of any requirement or provision of this code or other city ordinance. As used in this section, *REPEAT OFFENSE* means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision:
 - 1. Committed by a person within any 12-month period (unless some other period is specifically provided by this code or other city ordinance); and
 - 2. For which the person admits responsibility or is determined to be responsible.
 - (b) Unless otherwise specifically provided by this code or other city ordinance for a particular violation, the increased fine for a repeat offense shall be as follows.
 - 1. The fine for any offense which is a first repeat offense shall be not less than \$250, plus costs, expenses and other sanctions.

2. The fine for any offense which is a second repeat offense, or any subsequent repeat offense shall be not less than \$500, plus costs, expenses and other sanctions.
- (C) A violation includes any act which is prohibited or made or declared to be unlawful or an offense by this code or other city ordinance; and any omission or failure to act where the act is required by this code or other city ordinance.
 - (D) Each act of violation and each day on which any violation of this code or other city ordinance continues or is permitted to exist constitutes a separate offense and shall be subject to penalties or sanctions as a separate offense.
 - (E) The imposition of a fine, penalty or other sanction shall not excuse any person from compliance with the requirements of this code or other city ordinance.
 - (F) The remedies, penalties and sanctions provided by this code and other city ordinances are cumulative. In addition to any remedies provided by this section or otherwise available to the city at law, the city may revoke or suspend any permit or license or bring an action for an injunction or initiate other available processes against a person to restrain, prevent or abate any violation of this code or other city ordinance. The city may also seek orders from courts of competent jurisdiction to compel compliance with this code to abate a nuisance or other condition violating this code, to provide for restitution or for other equitable relief. The city shall also have a cause of action to recover as damages any cost incurred by the city resulting from the violation of this code.
 - (G) The remedies, penalties and sanctions provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any section of this code or other city ordinance, whether or not the remedy, penalty or sanction is reenacted in the amendatory ordinance.
 - (H) All other violation shall constitute a misdemeanor. The penalty for a misdemeanor violation shall be a fine not exceeding \$500, plus costs of prosecution, or jail time not exceeding 90 days or both, a fine, plus costs, and jail time in the discretion of the court, unless another maximum fine or term of jail time and/or imprisonment is otherwise specifically provided for the violation by this code or other city ordinance or authorized by state law.
 - (I) Pursuant to Section 151.01, the International Property Maintenance Code, 2018 edition, as published by the International Code Council, was adopted by reference , for regulating and governing the conditions and maintenance of all property, buildings, and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and

collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions, and terms of said Property Maintenance Code are hereby adopted as the Property Maintenance Code of the city, and made a part hereof as if fully set out herein, with the additions, insertions, deletions and changes prescribed in §151.02. Any violation of the International Property Maintenance Code shall be deemed a municipal civil infraction, unless the violation incurred is defined by statute as another infraction, municipal civil infraction or otherwise, and its penalties shall be as provided herein for municipal civil infractions.

This Amendment is Effective fifteen days after its enactment, but not before its publication pursuant to Section 7.18 of the City Charter, by making copies of the Amendment available for inspection by, and distribution to, the public and by publishing notice of the printing and availability before the effective date herein.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this amendment takes effect are saved and may be consummated according to the ordinance in force when they were commenced.

DATE INTRODUCED: 10/24/2022

DATE ADOPTED:

EFFECTIVE DATE:

It was moved by Commissioner _____ to adopt Ordinance No. 2022-,
Seconded by Commissioner _____.

Vote:

Yes:

No:

Absent:

Attested by order of the City of Scottville:

Kelse Lester, City Clerk

CITY OF SCOTTVILLE, MICHIGAN
RESOLUTION AUTHORIZING PROMOTION OF KATRINA SKINNER TO SERGEANT
IN THE SCOTTVILLE POLICE DEPARTMENT
RESOLUTION 22-22

WHEREAS, The City Manager of the City of Scottville has recommended the promotion of Officer Skinner who is qualified and has demonstrated the requisite character and aptitude for the position; and

WHEREAS, the Mayor and Council of the City of Scottville concur with the City Manager's recommendation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Scottville, that Katrina Skinner be promoted to sergeant.

Resolution 22-22 was moved for adoption by Commissioner _____ with support from _____ at the 1533rd Regular Meeting held 11/28/22. The motion for adoption received the following vote:

YES:

NO:

ABSENT:

ABSTAIN:

Attested to by the City of Scottville, MI.

Kelse R. Lester, Clerk

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO ACCEPT BIDS FOR THE SALE OF 2008 & 2013 DODGE CHARGER

RESOLUTION 22-23

WHEREAS, per Section 14.1 of the Scottville City Charter, sealed competitive bids must be sought when the price could exceed \$2000.00; and,

WHEREAS, the City of Scottville has two vehicles that are coming out of service; and,

WHEREAS, the said vehicles have been replaced with new vehicles that have been put into service.

NOW, THEREFORE, BE IT RESOLVED, that the Scottville City Commission hereby approved accepting the high bids for the sale of the 2008 Dodge Charger and the 2013 Dodge Charger.

The above preamble and resolution were moved for adoption by Commissioner _____ with support from Commissioner _____.

The motion for adoption received the following vote:

YES:

NO:

ABSENT:

ABSTAIN:

I certify that the foregoing is a true and complete copy of a resolution adopted by the Scottville City Commission at its 1533rd Regular Meeting held 11/28/22.

Kelse R. Lester, Clerk



RECOMMENDATION OF AWARD

October 11, 2022

Jimmy Newkirk
City of Scottville
105 Main Street
Scottville, MI 49454

RE: Alley Water Main Replacement

Dear Jimmy:

We have reviewed the bids received on November 3, 2022 for the above referenced project. Four bids were received, and the bid summary is attached.

The low bidder is Hallack Contracting from Hart, Michigan with a bid amount of \$289,925.00. We have worked with Hallack Contracting on previous projects and feel they can do the work.

Based on the above information, we recommend the City award the Alley Water Main Replacement project for the amount of \$289,925.00 to Hallack Contracting.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in black ink, appearing to read "Steve Bishop", is written over the printed name.

Steve Bishop, P.E.
Project Manager

Enclosure



City of Scottville
Alley Water Main Replacement
Bid Tabulations

Job: 865370
 Date: 11/4/2022

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	Hallaek Contracting		Rieth-Riley Construction Co., Inc.		Waelz Stabilization, Inc.		Jackson-Herkey	
				BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT
1	General Conditions, Bonds, and Insurance, Max. 5%	Lsum	1	\$14,000.00	\$14,000.00	\$7,902.23	\$7,902.23	\$16,900.00	\$16,900.00	\$12,295.00	\$12,295.00
2	Pre-Construction Video Survey	Lsum	1	\$3,250.00	\$3,250.00	\$3,656.67	\$3,656.67	\$1,250.00	\$1,250.00	\$1,825.00	\$1,825.00
3	Traffic Control	Lsum	1	\$2,000.00	\$2,000.00	\$10,933.34	\$10,933.34	\$2,500.00	\$2,500.00	\$30,285.00	\$30,285.00
4	Soil Erosion Control	Lsum	1	\$1,280.00	\$1,280.00	\$3,333.34	\$3,333.34	\$3,000.00	\$3,000.00	\$976.00	\$976.00
5	HVA Surface, Rem	Syd	1,450	\$2.90	\$4,205.00	\$5,640.50	\$5,640.50	\$6.00	\$8,700.00	\$18,125.00	\$18,125.00
6	Curb and Gutter, Rem	Fl	72	\$15.00	\$1,080.00	\$15.96	\$1,149.12	\$17.00	\$1,224.00	\$26.50	\$1,908.00
7	Stewalk, Rem	Fl	72	\$5.00	\$360.00	\$6.67	\$480.24	\$7.00	\$504.00	\$45.90	\$3,283.20
8	Pavt. Rem	Syd	51	\$10.00	\$510.00	\$8.89	\$453.39	\$21.00	\$1,071.00	\$20.40	\$1,040.40
9	Gate Box, Rem	Ea	3	\$250.00	\$750.00	\$777.78	\$2,333.34	\$687.00	\$2,061.00	\$380.00	\$1,140.00
10	Curb Box, Rem	Ea	2	\$300.00	\$600.00	\$555.56	\$1,111.12	\$1,060.00	\$2,120.00	\$380.00	\$760.00
11	Trench Undercut and Backfill	Cyd	50	\$25.00	\$1,250.00	\$11.12	\$556.00	\$10.00	\$500.00	\$33.70	\$1,685.00
12	Subgrade Undercutting, Type II	Cyd	50	\$25.00	\$1,250.00	\$26.67	\$1,333.50	\$10.00	\$500.00	\$35.70	\$1,785.00
13	Utility Valve, Adj	Ea	1	\$385.00	\$385.00	\$333.34	\$333.34	\$350.00	\$350.00	\$583.00	\$583.00
14	Meter Pit Cover, Adj	Ea	1	\$385.00	\$385.00	\$222.23	\$222.23	\$765.00	\$765.00	\$583.00	\$583.00
15	Dr Structure Cover, Adj	Ea	1	\$450.00	\$450.00	\$444.45	\$444.45	\$765.00	\$765.00	\$702.00	\$702.00
16	Trenching	Fl	580	\$5.00	\$2,900.00	\$66.67	\$38,666.60	\$76.00	\$44,080.00	\$40.00	\$23,200.00
17	Subbase, CIP	Cyd	465	\$25.00	\$11,625.00	\$27.78	\$12,915.90	\$10.00	\$4,650.00	\$8.00	\$3,720.00
18	Asphalt Base, 8 inch	Syd	1,450	\$25.00	\$36,250.00	\$14.08	\$20,416.00	\$21.00	\$30,450.00	\$19.20	\$27,840.00
19	Curb and Gutter, Conc, Det F4	Fl	72	\$75.00	\$5,400.00	\$75.56	\$5,440.32	\$90.00	\$6,480.00	\$66.40	\$4,780.80
20	Driveway, Nonrent Conc, 6 inch	Syd	51	\$113.34	\$5,780.34	\$113.34	\$5,780.34	\$90.00	\$4,590.00	\$110.50	\$5,635.50
21	HVA, 3EL	Tom	4	\$225.00	\$900.00	\$1,128.21	\$4,516.84	\$1,300.00	\$5,200.00	\$1,272.00	\$5,088.00
22	HVA, 4EL	Tom	270	\$152.00	\$41,040.00	\$130.53	\$35,243.10	\$147.00	\$39,690.00	\$147.00	\$39,690.00
23	Stewalk, Conc, 8 inch	Sfl	135	\$15.00	\$2,025.00	\$17.85	\$2,400.75	\$10.00	\$1,350.00	\$12.50	\$1,687.50
24	Surface Restoration	Syd	150	\$25.00	\$3,750.00	\$9.89	\$1,483.50	\$5.00	\$750.00	\$12.10	\$1,815.00
25	Water Main, D.I, 8 inch	Fl	576	\$115.00	\$66,240.00	\$65.45	\$38,275.20	\$163.00	\$93,876.00	\$173.50	\$99,536.00
26	Water Main, D.I, 6 inch	Fl	21	\$80.00	\$1,680.00	\$54.00	\$1,134.00	\$156.00	\$3,276.00	\$189.50	\$3,979.50
27	Gate Valve and Box, 8 inch	Ea	1	\$2,850.00	\$2,850.00	\$2,944.45	\$2,944.45	\$2,145.00	\$2,145.00	\$3,275.00	\$3,275.00
28	Gate Valve and Box, 6 inch	Ea	1	\$1,550.00	\$1,550.00	\$2,188.89	\$2,188.89	\$1,585.00	\$1,585.00	\$2,323.00	\$2,323.00
29	Bend, 90 Deg, 8 inch	Ea	1	\$500.00	\$500.00	\$922.23	\$922.23	\$750.00	\$750.00	\$980.50	\$980.50
30	Bend, 45 Deg, 8 inch	Ea	12	\$60,000.00	\$720,000.00	\$1,083.34	\$13,000.08	\$700.00	\$8,400.00	\$919.00	\$11,028.00
31	Bend, 45 Deg, 6 inch	Ea	4	\$400.00	\$1,600.00	\$622.23	\$2,488.92	\$625.00	\$2,500.00	\$793.00	\$3,172.00
32	Te, 8 inch x 8 inch x 8 inch	Ea	1	\$1,000.00	\$1,000.00	\$1,444.45	\$1,444.45	\$1,100.00	\$1,100.00	\$1,461.00	\$1,461.00
33	Te, 8 inch x 8 inch x 6 inch	Ea	1	\$900.00	\$900.00	\$1,333.34	\$1,333.34	\$1,025.00	\$1,025.00	\$1,363.00	\$1,363.00
34	Reducer, 8 inch x 4 inch	Ea	2	\$550.00	\$1,100.00	\$555.56	\$1,111.12	\$600.00	\$1,200.00	\$827.60	\$1,655.20
35	Hydrant, Rem	Each	1	\$550.00	\$550.00	\$723.23	\$723.23	\$575.00	\$575.00	\$645.50	\$645.50
36	Fire Hydrant	Ea	1	\$5,500.00	\$5,500.00	\$8,333.34	\$8,333.34	\$4,100.00	\$4,100.00	\$6,198.00	\$6,198.00
37	Live Tap, 16 inch	Ea	1	\$8,500.00	\$8,500.00	\$9,000.00	\$9,000.00	\$10,700.00	\$10,700.00	\$10,230.00	\$10,230.00
38	Water Main Tap, 4 inch	Ea	2	\$2,000.00	\$4,000.00	\$4,111.12	\$8,222.24	\$1,675.00	\$3,350.00	\$4,581.00	\$9,162.00
39	Cut and Plug Ex Water Main	Ea	2	\$1,000.00	\$2,000.00	\$1,655.56	\$3,311.12	\$1,800.00	\$3,600.00	\$1,785.00	\$3,570.00
40	Corp Stop, Curb Stop and Box, 1 inch	Ea	3	\$1,285.00	\$3,855.00	\$1,555.56	\$4,666.68	\$1,600.00	\$4,800.00	\$1,400.00	\$4,200.00
41	Water Service, Awnered, 1 inch	Fl	120	\$50.00	\$6,000.00	\$111.12	\$13,334.40	\$85.00	\$10,200.00	\$100.00	\$12,000.00
42	Water Meter, Reconnect	Ea	1	\$750.00	\$750.00	\$655.56	\$655.56	\$375.00	\$375.00	\$600.00	\$600.00
43	Water Service, Reconnect	Ea	1	\$750.00	\$750.00	\$655.56	\$655.56	\$375.00	\$375.00	\$600.00	\$600.00
44	Water Service, Awnered, Private Property, 1 inch	Fl	200	\$52.50	\$10,500.00	\$111.12	\$22,224.00	\$75.00	\$15,000.00	\$100.00	\$20,000.00
45	Water Service, Building Connection	Ea	3	\$750.00	\$2,250.00	\$688.89	\$2,066.67	\$1,700.00	\$5,100.00	\$800.00	\$2,400.00
				Total:	\$289,925.00	Total:	\$306,191.35	Total:	\$568,545.00	Total:	\$391,899.20
				As-Read:	\$305,497.77	Difference:	\$63.58				

2960 Lucerne Drive SE
 Grand Rapids, MI 49546
 P: 616.977-1000
 F: 616.977-1005
 www.fveng.com



FLEIS & VANDENBRINK

DESIGN. BUILD. OPERATE.

November 9, 2022

Jimmy Newkirk
City of Scottville
105 Main Street North
Scottville, MI 49454

RE: Proposal for Construction Engineering Related to the Alley Watermain Improvements

Dear Jimmy:

As you are aware, Fleis & VandenBrink (F&V) has designed and assisted in bidding the construction of the watermain improvements in the Alley. Now that the project is transitioning to the construction phase, the duration of construction and the level of effort required for construction engineering services can now be determined.

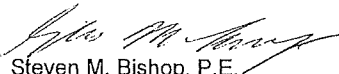
As discussed just after the bid opening, watermain materials may not be available for installation during the 2023 construction season. For the purposes of this proposal, we've assumed the watermain materials will be delivered in time for installation in late 2023. Also as discussed after the bid opening, we understand if construction begins in 2023, the alley must be repaved before winter to avoid the mess associated with an unpaved alley over the winter months. If watermain materials are delayed and construction during the 2024 construction season is necessary, our proposed fee presented below may need to be adjusted due to inflationary effects.

We propose to complete the construction engineering of the above-described improvements for a lump sum fee of \$57,500.

A detailed work plan of our services is included with this letter.

We look forward to continuing to work with you on this project. Please feel free to contact us with questions.

Sincerely,
FLEIS & VANDENBRINK


Steven M. Bishop, P.E.
Project Manager


Don DeVries, P.E.
Group Manager

WORK AUTHORIZATION

Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform Services as detailed in this letter under the General Consultation Professional Services Agreement with F&V dated February 14, 2008.

CITY OF SCOTTVILLE

Jimmy Newkirk, City Manager

Date

316 Morris Avenue, Suite 230
Muskegon, MI 49440
P: 231.726.1000
F: 231.726.2200
www.fveng.com

Work Plan Design & Bidding

Design and bidding services were previously authorized by the City.

Construction Engineering

1. Conduct a preconstruction meeting with representatives from the city, utility companies, and the selected contractor.
2. Conduct monthly progress meetings with City and contractor.
3. Review shop drawings.
4. Provide resident project representative (RPR) services during construction. In accordance with the bidding documents, we have included RPR services encompassing 6 weeks at 45-hours per week. The responsibilities of our RPR would be as follows:
 - a. Provide daily record keeping of construction activities.
 - b. Provide on-site testing of materials (soils, concrete, HMA).
 - c. Review traffic controls.
5. Provide construction staking for the designed improvements.
6. Prepare contract change orders, if necessary, and submit a recommendation to the City for authorization.
7. Prepare Contractor monthly pay estimates and submit to the City for consideration and payment.
8. Upon project completion conduct a walk-through meeting to identify any remaining miscellaneous work that needs to be done to complete the project.
9. Prepare record drawings.