

**Section 00 4345**  
**Legal Status of Bidder**

This Proposal is submitted in the name of:

(Print) RCI | Richter Construction, Inc.

The undersigned hereby designates below his business address to which all notices, directions or other communications may be served or mailed:

Street 3760 N US Hwy 31 South, Suite 10

City Traverse City

State Michigan

Zip Code 49684

The undersigned hereby declares that he has legal status checked below:

- ☐ SOLE PROPRIETOR  
☐ SOLE PROPRIETOR DOING BUSINESS UNDER AN ASSUMED NAME  
☐ CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of

Michigan

- ☒ CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF  
Michigan The Corporation is

- ☐ authorized to conduct business in the State of Michigan  
☐ not now authorized to conduct business in the State of Michigan  
☐ possess all required licenses for the work being bid  
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

NAME AND TITLE

Christopher Richter - President

HOME ADDRESS

3760 N US Hwy 31 South, Suite 10

Signed this SEVENTEENTH day of JULY, 2012

By

(Signature)

CHRIS RICHTER  
Printed Name of Signer

Printed Name of Signer

Title



NON-COLLUSION AFFIDAVIT

STATE OF MICHIGAN )  
 ) ss.  
COUNTY Grand Traverse)

Christopher Richter being duly sworn deposes and  
says: that he is President of  
(he, she) (STATE OFFICIAL CAPACITY IN COMPANY)

RCI | Richter Construction, Inc.

(Company Name)

The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix any overhead profit or cost element of said bid price or that of any other bidder, or to secure any advantage against the CITY OF TAYLOR or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

(Signature of person submitting bid)

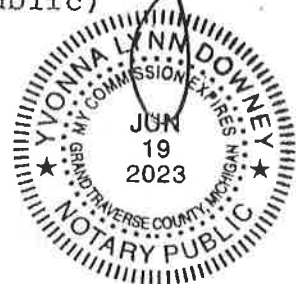
Subscribed and sworn to before me this July 17, 2018  
~~XXXX~~, before me, a Notary Public in and for said County.

My Commission expires:

June 19, 2023

(Notary Public)

00 4519-1





**Section 00 4313  
Bid Bond Form**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, RCI Richter Construction, Inc. as Principal, hereinafter called the Principal, and Philadelphia Indemnity Insurance Company a corporation duly organized under the laws of the State of Pennsylvania, and duly authorized to transact business in the state of Michigan, as Surety, hereinafter called the Surety, are held and firmly bound unto Blair Township, hereinafter called the OWNER, in the sum of Five Percent of the Total Amount Bid Dollars (\$ 5%) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Well #4 Iron Removal Facility

NOW, THEREFORE, if the OWNER shall accept the Bid of the Principal and the Principal shall enter into a Contract with the OWNER in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal shall pay to the OWNER the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the OWNER may in good faith contract with another party to perform the Work covered by said Bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and Sealed this 11th day of July, 20 18.

Yvonne Lynn Deaney  
(Witness)  
Leah Staver  
(Witness)  
Leah Staver, Attestee

RCI Richter Construction, Inc.  
(Principal)  
CHRIS RICHTER  
(Title) PRESIDENT  
Philadelphia Indemnity Insurance Company  
(Surety)  
David K. Mahler  
(Title)  
David K. Mahler, Attorney-In-Fact



**PHILADELPHIA INDEMNITY INSURANCE COMPANY**

One Bala Plaza, Suite 100  
Bala Cynwyd, PA 19004-0950

**Power of Attorney**

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **David F. Druml or David K. Mahler of Druml Group, Inc.**, its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$25,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **PHILADELPHIA INDEMNITY INSURANCE COMPANY** on the 14<sup>th</sup> of November, 2016.

**RESOLVED:** That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

**FURTHER RESOLVED:** That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

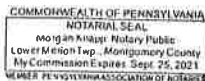
IN TESTIMONY WHEREOF, **PHILADELPHIA INDEMNITY INSURANCE COMPANY** HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27<sup>th</sup> DAY OF OCTOBER, 2017.



(Seal)

Robert D. O'Leary Jr., President & CEO  
Philadelphia Indemnity Insurance Company

On this 27<sup>th</sup> day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



(Notary Seal)

Notary Public:

residing at:

Bala Cynwyd, PA

My commission expires:

September 25, 2021

I, Edward Sayago, Corporate Secretary of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**, do hereby certify that the foregoing resolution of the Board of Directors and this Power of Attorney issued pursuant thereto on this 27<sup>th</sup> day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 11<sup>th</sup> day of July, 20 18.



Edward Sayago, Corporate Secretary  
**PHILADELPHIA INDEMNITY INSURANCE COMPANY**



**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

CIVIL CODE § 1189

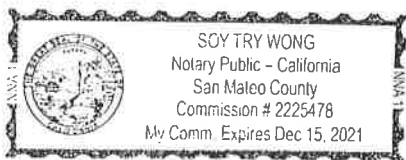
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of San Mateo )  
On July 11, 2018 before me, Soy Try Wong, Notary Public,  
Date Here Insert Name and Title of the Officer  
personally appeared David K. Mahler  
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature [Signature]  
Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_

Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_

☐ Corporate Officer — Title(s): \_\_\_\_\_

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

☐ Corporate Officer — Title(s): \_\_\_\_\_

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_



## Proposal

Blair Township  
2121 County Road 663  
Grawn, MI 49637

Re: Well #4 Iron Removal Facility

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Blair Township in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated June 20, 2018 and Project Manual dated June 20, 2018 which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM

NO.

01

DATE OF  
RELEASE  
July 10, 2018

SIGNATURE



b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:



PROPOSAL (Continued)

Item No.	Description	Quantity	Unit	Unit Price	Amount
1.	Mobilization (10% Max)	1	LSUM	\$ —	\$ 714,673.00
2.	SESC Measures	1	LSUM	\$ —	\$ 71471.00
3.	Site Clearing and Grubbing	1	LSUM	\$ —	\$ 5,555.00
4.	Site Grading	1	LSUM	\$ —	\$ 16,905.00
5.	12" Diameter DIP	66	LF	\$ 60.00	\$ 4,488.00
6.	12" Gate Valve	3	EA	\$ 4168.00	\$ 12,504.00
7.	6" Diameter DIP	20	LF	\$ 55.00	\$ 1,100.00
8.	6" Gate Valve	1	EA	\$ —	\$ 2,271.00
9.	Flushing Hydrant	1	EA	\$ —	\$ 4,589.00
10.	Connection to Existing Water Main	2	EA	\$ 10,005.00	\$ 20,010.00
11.	12" HDPE Backwash Drain	66	LF	\$ 14.00	\$ 924.00
12.	12" FES & Riprap Outlet Protection	2	EA	\$ 7.50	\$ 750.00
13.	Backwash Basin Overflow Structure	1	EA	\$ —	\$ 1,532.00
14.	Backwash Basin Fencing	250	LF	\$ 42.00	\$ 10,500.00
15.	Backwash Basin Fence Gate	1	EA	\$ —	\$ 1,500.00
16.	Pressure Filter System Installation	1	LS	\$ —	\$ 65,793.00
17.	Treatment Building Structure	1	LS	\$ —	\$ 65,966.00
18.	Treatment Building Mechanical/Plumbing	1	LS	\$ —	\$ 41,455.00
19.	Treatment Building Electrical	1	LS	\$ —	\$ 20,291.00
20.	SCADA/Controls Construction	1	LS	\$ —	\$ 13,405.00
21.	Chlorination Equipment	1	LS	\$ —	\$ 22,476.00
22.	Emergency Eyewash and Shower Equipment	1	LS	\$ —	\$ 6,052.00
23.	Concrete Driveway, 6"	740	SFT	\$ 10.00	\$ 7,400.00
24.	Restoration	1	LS	\$ —	\$ 9,488.00
TOTAL CONTRACT PRICE (ITEMS 1 THROUGH 24)					\$ 779,990.00 (numeric)

Three hundred seventy-nine thousand, nine hundred ninety and No/100  
(In Words)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.



PROPOSAL (Continued)

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be Substantially Completed within 60 calendar days after the date when the Contract Time commences to run, and completed within 75 calendar days after the date when the Contract Time commences to run.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

a) Required Bid security in the form checked below:

- ☐ Certified Check  
☐ Cashier's Check  
☐ Money Order  
☒ Bid Bond

b) Legal Status of Bidder.

c)

Bidder's Name RCI | Richter Construction, Inc.

By Christopher Richter - President

Address 3760 N US Hwy 31 South

Suite 10

Traverse City, MI 49684

Phone No. (231) 668-8497

Fax. No. (231) 668-8507

Email Chris@RCI-CGC.com



**Section 00 4345**  
**Legal Status of Bidder**

This Proposal is submitted in the name of:

(Print) RCL Construction Co., Inc.

The undersigned hereby designates below his business address to which all notices, directions or other communications may be served or mailed:

Street 777 W. Maynard Rd.

City Sanford

State MI

Zip Code 48657

The undersigned hereby declares that he has legal status checked below:

- ☐ SOLE PROPRIETOR  
☐ SOLE PROPPRIETOR DOING BUSINESS UNDER AN ASSUMED NAME  
☐ CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of

\_\_\_\_\_, Michigan

- ☒ CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF  
Michigan. The Corporation is

- ☒ authorized to conduct business in the State of Michigan  
☐ not now authorized to conduct business in the State of Michigan  
☐ possess all required licenses for the work being bid  
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

NAME AND TITLE

HOME ADDRESS

Rodney E. Bauer, President

3905 Waldo Ave., Midland, MI 48642

Ryan R. Baue, Vice-President

1988 W. Stewart, Midland, MI 48640

Signed this 17th day of July 2018.

By

  
(Signature)

Rodney E. Bauer  
Printed Name of Signer

President  
Title



# NON-COLLUSION AFFIDAVIT

STATE OF MICHIGAN )  
 ) ss.  
COUNTY Midland )

Rodney E. Bauer being duly sworn deposes and  
says: that he is President of  
(he, she) (STATE OFFICIAL CAPACITY IN COMPANY)

RCL Construction Co., Inc.

(Company Name)

The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix any overhead profit or cost element of said bid price or that of any other bidder, or to secure any advantage against the CITY OF TAYLOR or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

John S. Krumm, President  
(Signature of person submitting bid)

Subscribed and sworn to before me this July 17

~~XX~~ 2018, before me, a Notary Public in and for said County.

My Commission expires:

07/14/23

Sherry L. Harris  
(Notary Public)  
Sherry L. Harris



**Certification Regarding  
Debarment, Suspension, and Other Responsibility Matters**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;
- (2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
  - (b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

Rodney E. Bauer, President

Name and Title of Authorized Representative

RCL Construction Co., Inc.

Name of Participant Agency or Firm

 President

Signature of Authorized Representative

Date 7/17/18

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



**Section 00 4313  
Bid Bond Form**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, RCL Construction Company, Inc.  
as Principal, hereinafter called the Principal, and Merchants Bonding Company (Mutual)  
a corporation duly organized under the laws of the State of Iowa, and duly authorized to  
transact business in the state of Michigan, as Surety, hereinafter called the Surety, are held and firmly  
bound unto Blair Township, hereinafter called the OWNER, in the sum of \_\_\_\_\_  
Five Percent of Total Amount Bid Dollars (\$ --5%-- )  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

WHEREAS, the Principal has submitted a Bid for Blair Township - Well #4 Iron Removal Facility, BLR 2002.01C

NOW, THEREFORE, if the OWNER shall accept the Bid of the Principal and the Principal shall enter into a  
Contract with the OWNER in accordance with the terms of such Bid, and give such Bond or Bonds as may  
be specified in the Contract Documents with good and sufficient surety for the faithful performance of  
such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or  
in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the  
Principal shall pay to the OWNER the difference not-to-exceed the penalty hereof between the amount  
specified in said Bid and such larger amount for which the OWNER may in good faith contract with  
another party to perform the Work covered by said Bid, then this obligation shall be null and void,  
otherwise to remain in full force and effect.

Signed and Sealed this 17th day of July, 20 18.

Sherry S. Harris  
(Witness)

John M. Kloss  
(Witness)

RCL Construction Company, Inc.  
(Principal)  
David J. [Signature], President  
(Title)

Merchants Bonding Company (Mutual)  
(Surety)  
Theresa A. Lamb  
(Title)

Theresa A. Lamb, Attorney-in-Fact



**MERCHANTS**  
**BONDING COMPANY™**  
**POWER OF ATTORNEY**

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Amanda Ivey; Andy D Prill; Annette Troseth; Benjamin Wells; Carl M Lovsted III; Carol Lowell; Chad M Epple; Deborah L Buss; Jeff Barrom; Jennifer Schultz; Jim S Kuich; Jim W Doyle; Julie M Glover; Larry A Petersen; Michael A Murphy; Patti White; S M Scott; Steve Wagner; Ted Baran; Teresa A Glombecki; Theresa A Lamb

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 9th day of February, 2018.

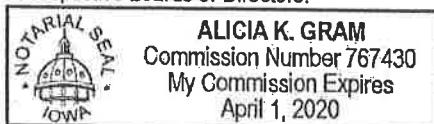


MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this this 9th day of February 2018, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



*Alicia K. Gram*  
Notary Public

(Expiration of notary's commission  
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 17th day of July, 2018.



*William Warner Jr.*  
Secretary



## Proposal

Blair Township  
2121 County Road 663  
Grawn, MI 49637

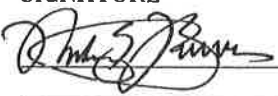
Re: Well #4 Iron Removal Facility

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Blair Township in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated June 20, 2018 and Project Manual dated June 20, 2018 which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
1	07/10/18	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:



PROPOSAL (Continued)

Item No.	Description	Quantity	Unit	Unit Price	Amount
1.	Mobilization (10% Max)	1	LSUM	\$56,000	\$ 56,000
2.	SESC Measures	1	LSUM	\$ 2,000	\$ 2,000
3.	Site Clearing and Grubbing	1	LSUM	\$10,000	\$ 10,000
4.	Site Grading	1	LSUM	\$74,000	\$ 74,000
5.	12" Diameter DIP	66	LF	\$ 680.00	\$ 44,880.00
6.	12" Gate Valve	3	EA	\$4,250.00	\$ 12,750
7.	6" Diameter DIP	20	LF	\$ 225	\$ 4,500
8.	6" Gate Valve	1	EA	\$ 2,450	\$ 2,450
9.	Flushing Hydrant	1	EA	\$ 6,200	\$ 6,200
10.	Connection to Existing Water Main	2	EA	\$ 1,700	\$ 3,400
11.	12" HDPE Backwash Drain	66	LF	\$ 57	\$ 3,762
12.	12" FES & Riprap Outlet Protection	2	EA	\$ 1,120	\$ 2,240
13.	Backwash Basin Overflow Structure	1	EA	\$ 2,200	\$ 2,200
14.	Backwash Basin Fencing	250	LF	\$ 36	\$ 9,000
15.	Backwash Basin Fence Gate	1	EA	\$ 1,200	\$ 1,200
16.	Pressure Filter System Installation	1	LS	\$ 97,800	\$ 97,800
17.	Treatment Building Structure	1	LS	\$ 96,000	\$ 96,000
18.	Treatment Building Mechanical/Plumbing	1	LS	\$ 50,000	\$ 50,000
19.	Treatment Building Electrical	1	LS	\$ 49,000	\$ 49,000
20.	SCADA/Controls Construction	1	LS	\$ 25,000	\$ 25,000
21.	Chlorination Equipment	1	LS	\$ 9,000	\$ 9,000
22.	Emergency Eyewash and Shower Equipment	1	LS	\$ 750	\$ 750
23.	Concrete Driveway, 6"	740	SFT	\$ 6.85	\$ 5,069.00
24.	Restoration	1	LS	\$ 5,000	\$ 5,000
TOTAL CONTRACT PRICE (ITEMS 1 THROUGH 24)					\$ 572,201.00 (numeric)

Five Hundred Seventy Two Thousand Two Hundred and One & 00/100  
(In Words)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.



PROPOSAL (Continued)

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be Substantially Completed within 60 calendar days after the date when the Contract Time commences to run, and completed within 75 calendar days after the date when the Contract Time commences to run.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

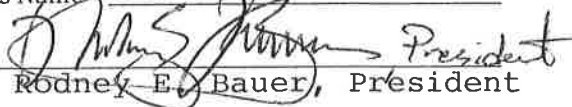
a) Required Bid security in the form checked below:

- ☐ Certified Check
- ☐ Cashier's Check
- ☐ Money Order
- ☒ Bid Bond

b) Legal Status of Bidder.

c) a Corporation

Bidder's Name RCL Construction Co. Inc.

By  President  
Rodney E. Bauer, President

Address 777 W. Maynard Rd.  
Sanford, MI 48657

Phone No. 989-687-7319

Fax No. 989-687-5378

Email rod@rclconstruct.com



**Section 00 4345  
Legal Status of Bidder**

This Proposal is submitted in the name of:

(Print) Spence Brothers

The undersigned hereby designates below his business address to which all notices, directions or other communications may be served or mailed:

Street 800 Hastings St. Suite A.

City Traverse City

State MI Zip Code 49686

The undersigned hereby declares that he has legal status checked below:

- ☐ SOLE PROPRIETOR  
☐ SOLE PROPRIETOR DOING BUSINESS UNDER AN ASSUMED NAME  
☐ CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of \_\_\_\_\_, Michigan

☒ CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF MICHIGAN. The Corporation is

- ☒ authorized to conduct business in the State of Michigan  
☐ not now authorized to conduct business in the State of Michigan  
☐ possess all required licenses for the work being bid  
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

NAME AND TITLE

HOME ADDRESS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed this 16th day of July, 2018.

By  (Signature)

Printed Name of Signer John Galnares

Vice President  
Title



NON-COLLUSION AFFIDAVIT

STATE OF MICHIGAN)

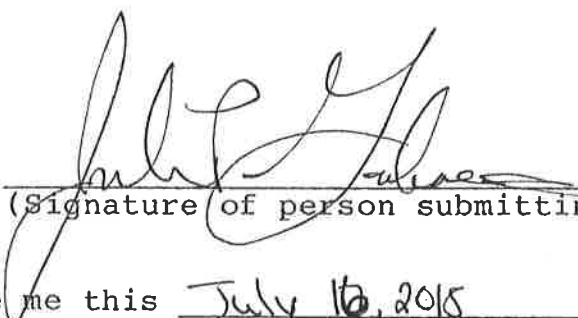
) ss.

COUNTY Grand Traverse.

John Galnares being duly sworn deposes and  
says: that HE is Vice President of  
(he, she) (STATE OFFICIAL CAPACITY IN COMPANY)

SPENCE Brothers  
(Company Name)

The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix any overhead profit or cost element of said bid price or that of any other bidder, or to secure any advantage against the CITY OF TAYLOR or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

  
(Signature of person submitting bid)

Subscribed and sworn to before me this July 16, 2018

X, before me, a Notary Public in and for said County.

My Commission expires:

April 18, 2020

Andrea M Nelson  
(Notary Public)

00 4519-1

ANDREA M NELSON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WEXFORD  
My Commission Expires April 18, 2020  
Acting in the County of Grand Traverse

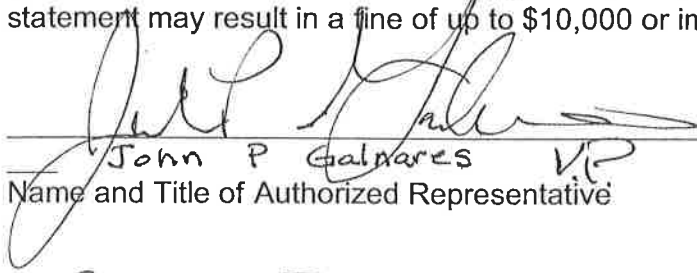


**Certification Regarding  
Debarment, Suspension, and Other Responsibility Matters**


The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;
- (2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
  - (b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

  
\_\_\_\_\_  
John P. Galvares VP  
Name and Title of Authorized Representative

\_\_\_\_\_  
Spence Brothers.  
Name of Participant Agency or Firm

 \_\_\_\_\_ July 16 2018  
Signature of Authorized Representative Date

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



**Section 00 4313  
Bid Bond Form**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Spence Brothers  
as Principal, hereinafter called the Principal, and Federal Insurance Company  
a corporation duly organized under the laws of the State of Indiana, and duly authorized to  
transact business in the state of Michigan, as Surety, hereinafter called the Surety, are held and firmly  
bound unto Blair Township, hereinafter called the OWNER, in the sum of Five (5%) Percent of the  
accompanying bid Dollars (\$ 5% )  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

WHEREAS, the Principal has submitted a Bid for Blair Township Well #4 Iron Removal Facility

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOW, THEREFORE, if the OWNER shall accept the Bid of the Principal and the Principal shall enter into a  
Contract with the OWNER in accordance with the terms of such Bid, and give such Bond or Bonds as may  
be specified in the Contract Documents with good and sufficient surety for the faithful performance of  
such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or  
in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the  
Principal shall pay to the OWNER the difference not-to-exceed the penalty hereof between the amount  
specified in said Bid and such larger amount for which the OWNER may in good faith contract with  
another party to perform the Work covered by said Bid, then this obligation shall be null and void,  
otherwise to remain in full force and effect.

Signed and Sealed this 17th day of July, 2018.

Brenda Wyskoch  
(Witness)

Dawn M. Vermeersch  
(Witness)  
Dawn M. Vermeersch

SPENCE BROTHERS  
[Signature] (Principal)  
V.P. (Title)

FEDERAL INSURANCE COMPANY  
(Surety)  
[Signature]  
Shelly L. Piechota (Title) Attorney-in-Fact



# Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company

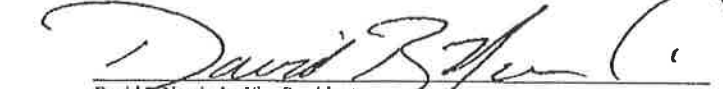
Attn: Surety Department | 15 Mountain View Road | Warren, NJ 07059

Know All by These Presents, That FEDERAL INSURANCE COMPANY, an Indiana corporation, VIGILANT INSURANCE COMPANY, a New York corporation, and PACIFIC INDEMNITY COMPANY, a Wisconsin corporation, do each hereby constitute and appoint Julie Decker, Kimberly S. Demand, Peter N. Ewend CIC, Peggy A. Maschke and Shelly L. Piechotte of Saginaw, Michigan -----

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY have each executed and attested these presents and affixed their corporate seals on this 1<sup>st</sup> day of September, 2016.

  
Dawn M. Chloros, Assistant Secretary

  
David B. Norris, Jr., Vice President



STATE OF NEW JERSEY

County of Somerset

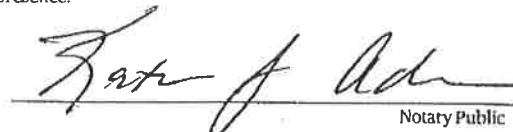
SS.

On this 1<sup>st</sup> day of September, 2016 before me, a Notary Public of New Jersey, personally came Dawn M. Chloros, to me known to be Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros, being by me duly sworn, did depose and say that she is Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY and knows the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of the By-Laws of said Companies; and that she signed said Power of Attorney as Assistant Secretary of said Companies by like authority; and that she is acquainted with David B. Norris, Jr. and knows him to be Vice President of said Companies; and that the signature of David B. Norris, Jr., subscribed to said Power of Attorney is in the genuine handwriting of David B. Norris, Jr., and was thereto subscribed by authority of said By-Laws and in deponent's presence.

Notarial Seal



KATHERINE J. ADELAAR  
NOTARY PUBLIC OF NEW JERSEY  
No. 2316885  
Commission Expires July 16, 2019

  
Notary Public

## CERTIFICATION

Extract from the By-Laws of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY:

"Except as otherwise provided in these By-Laws or by law or as otherwise directed by the Board of Directors, the President or any Vice President shall be authorized to execute and deliver, in the name and on behalf of the Corporation, all agreements, bonds, contracts, deeds, mortgages, and other instruments, either for the Corporation's own account or in a fiduciary or other capacity, and the seal of the Corporation, if appropriate, shall be affixed thereto by any of such officers or the Secretary or an Assistant Secretary. The Board of Directors, the President or any Vice President designated by the Board of Directors may authorize any other officer, employee or agent to execute and deliver, in the name and on behalf of the Corporation, agreements, bonds, contracts, deeds, mortgages, and other instruments, either for the Corporation's own account or in a fiduciary or other capacity, and, if appropriate, to affix the seal of the Corporation thereto. The grant of such authority by the Board or any such officer may be general or confined to specific instances."

I, Dawn M. Chloros, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY (the "Companies") do hereby certify that

- (i) the foregoing extract of the By-Laws of the Companies is true and correct,
- (ii) the signature of any authorized officer executing this Power of Attorney or any certificate relating thereto on behalf of the Companies, and the seal of the Companies, may be affixed to such Power of Attorney or certificate by facsimile and such Power of Attorney or certificate shall be valid and binding upon the Companies, and any such Power of Attorney so executed and certified by such facsimile signature and facsimile seal shall be valid and binding upon the Companies with respect to any bond or undertaking to which it is attached.
- (iii) the Companies are duly licensed and authorized to transact surety business in all 50 of the United States of America and the District of Columbia and are authorized by the U.S. Treasury Department; further, Federal and Vigilant are licensed in the U.S. Virgin Islands, and Federal is licensed in Guam, Puerto Rico, and each of the Provinces of Canada except Prince Edward Island; and
- (iv) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Warren, NJ this July 17, 2018



  
Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO NOTIFY US OF A CLAIM, VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT THE ADDRESS LISTED ABOVE OR BY: Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com



## Proposal

Blair Township  
2121 County Road 663  
Grawn, MI 49637

Re: Well #4 Iron Removal Facility

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Blair Township in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated June 20, 2018 and Project Manual dated June 20, 2018 which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM

NO.

1

DATE OF  
RELEASE

July 10, 2018

SIGNATURE



b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:



PROPOSAL (Continued)

Item No.	Description	Quantity	Unit	Unit Price	Amount
1.	Mobilization (10% Max)	1	LSUM	\$44,850	\$44,850
2.	SESC Measures	1	LSUM	\$500	\$500
3.	Site Clearing and Grubbing	1	LSUM	\$5,500	\$5,500
4.	Site Grading	1	LSUM	\$16,200	\$16,200
5.	12" Diameter DIP	66	LF	\$65	\$4,290
6.	12" Gate Valve	3	EA	\$3,950	\$11,850
7.	6" Diameter DIP	20	LF	\$55	\$1,100
8.	6" Gate Valve	1	EA	\$2,000	\$2,000
9.	Flushing Hydrant	1	EA	\$4,000	\$4,000
10.	Connection to Existing Water Main	2	EA	\$6,600	\$13,200
11.	12" HDPE Backwash Drain	66	LF	\$18	\$1,188
12.	12" FES & Riprap Outlet Protection	2	EA	\$400	\$800
13.	Backwash Basin Overflow Structure	1	EA	\$1,500	\$1,500
14.	Backwash Basin Fencing	250	LF	\$40	\$10,000
15.	Backwash Basin Fence Gate	1	EA	\$2,000	\$2,000
16.	Pressure Filter System Installation	1	LS	\$65,800	\$65,800
17.	Treatment Building Structure	1	LS	\$151,647	\$151,647
18.	Treatment Building Mechanical/Plumbing	1	LS	\$35,000	\$35,000
19.	Treatment Building Electrical	1	LS	\$32,000	\$32,000
20.	SCADA/Controls Construction	1	LS	\$6,000	\$6,000
21.	Chlorination Equipment	1	LS	\$18,500	\$18,500
22.	Emergency Eyewash and Shower Equipment	1	LS	\$2,400	\$2,400
23.	Concrete Driveway, 6"	740	SFT	\$13.75	\$10,175
24.	Restoration	1	LS	\$8,000	\$8,000
TOTAL CONTRACT PRICE (ITEMS 1 THROUGH 24)					\$448,500 (numeric)

Four hundred forty eight thousand five hundred & 00/100  
(In Words)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.



PROPOSAL (Continued)

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be Substantially Completed within 60 calendar days after the date when the Contract Time commences to run, and completed within 75 calendar days after the date when the Contract Time commences to run.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

a) Required Bid security in the form checked below:

- ☐ Certified Check
- ☐ Cashier's Check
- ☐ Money Order
- ☒ Bid Bond

b) Legal Status of Bidder.

c)

Bidder's Name

Spence Brothers

By



Address

800 Hastings St Suite A  
TRAVERSE CITY, MI 49686

Phone No.

231-947-7824

Fax No.

231-995-0114

Email

ted.nelson@spencebrothers.com





Building  
Trust for **125 Years**  
**SPENCE**  
**BROTHERS**

---

MINUTES OF A SPECIAL ANNUAL MEETING  
OF  
THE BOARD OF DIRECTORS OF SPENCE BROTHERS

A Special Annual Meeting of the Board of Directors of Spence Brothers was held pursuant to verbal notice at the General Offices of Spence Brothers, 417 McCoskry Street, Saginaw, Michigan, on the 1<sup>st</sup> day of February, 2018.

A majority of the Directors being present, the Chairman declared a quorum.

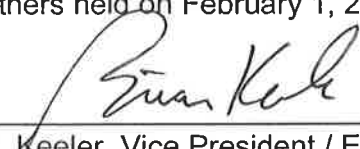
On Motion duly made, seconded and unanimously adopted, a resolution was passed conferring upon John P. Galnares, of Spence Brothers, the authority to sign construction proposals and to execute contracts on behalf of the Corporation until February 11, 2019, said proposals and contracts, when signed by John P. Galnares, to be entirely binding upon the Corporation.

There being no further business to come before the Board Meeting, the meeting adjourned.

Dated: February 1, 2018

  
\_\_\_\_\_  
Brian C. Keeler, Vice President / Executive Secretary

Brian C. Keeler, hereby certifies that he is Vice President / Executive Secretary of Spence Brothers and that the above is an exact and true copy of the Minutes of the Special Annual Meeting of the Board of Directors of Spence Brothers held on February 1, 2018.

  
\_\_\_\_\_  
Brian C. Keeler, Vice President / Executive Secretary

(Corporate Seal)





**Bid Opening**  
**Blair Township**  
**Well #4 Iron Removal Facility**  
**Tuesday, July 17, 2018, at 2:00 p.m.**

	Spence Brothers	RCI	RCL	Grand Traverse Construction
Proposal (Completed and Signed)	yes	yes	yes	
Receipt of Addendum No. 1	yes	yes	yes	
Legal Status of Bidder (Completed and Signed)	yes	yes	yes	
Certified Check or 5% Bid Bond included with Bid	yes	yes	yes	
Total Bid Price	448,500.00	379,990.00	572,201.00	





Wade Trim, Inc.

10850 East Traverse Highway, Suite 2260 • Traverse City, MI 49684  
231.947.7400 • [www.wadetrim.com](http://www.wadetrim.com)

July 18, 2018

Blair Township  
2121 County Road 633  
Grawn, MI 49637

Attention: Ms. Nicole Blonshine  
Township Supervisor

Re: Proposal for Professional Services  
Well #4 Iron Removal Treatment Plant Construction Engineering

Dear Ms. Blonshine:

As requested, Wade Trim is submitting this proposal to provide professional services for construction engineering for the installation of an Iron Removal Treatment Plant for Well #4. This proposal outlines our Scope of Services, anticipated schedule, and cost to provide the services.

### **PROJECT UNDERSTANDING**

Blair Township's Well #4 was constructed in conjunction with a 500,000 gallon underground storage tank (UST) and transmission line to connect to the existing distribution system. It is our understanding that the well and storage facility have had intermittent use due to water quality and operational challenges. The primary water quality issue is an iron concentration above the allowable limits as set by the Michigan Department of Environmental Quality. To address this issue and put well #4 could be put back into service the Township has moved forward with the design and bidding of a treatment facility.

The proposed project will provide a treatment system sufficient to reduce the iron concentration from well #4 to within MDEQ limits, a building to house the treatment system and controls, and associated piping and sitework to facilitate the connection to the existing infrastructure. This system will be expandable to afford future increases in treatment capacity.

Wade Trim has completed the design of the project, procured an MDEQ permit to construct, and the Township has received construction bids. Once the contractor is selected Wade Trim can proceed with the tasks associated with the construction phase of the project.



## SCOPE OF SERVICE

The following scope of service for the construction engineering phase includes the items noted below:

### A. Construction Engineering

- Foster contract execution between the Owner and the Contractor.
- Schedule and run the pre-construction meeting.
- Provide construction staking for the contractor according to the project specifications.
- Provide full-time construction observation during the placement of underground utilities. To conserve costs to the Township for items that can be inspected above-ground, we will provide observation as needed and not on a full-time basis.
- Material testing as needed for the project (compaction, cylinder breaks, etc.).
- Observance of the required water main testing of the completed system (disinfection, pressure test, etc.).
- Work with Contractor, Filter System manufacturer, and water operators to facilitate the system start up.
- Attend progress meetings between the Contractor(s), Engineer, and Township.
- Construction phase administration such as review of pay requests, and processing of change orders and field bulletins.
- Complete record drawings based on the Inspector set and Contractor set of measurements.
- Monthly reports at Township Board meetings.
- Final closeout paperwork.

Schedule: The contract documents have set a construction duration of 60 days for substantial completion, and 75 days for final completion.

**Construction Engineering Fee: \$45,000**

This investment for services includes all labor and reimbursable expenses.

Wade Trim proposes to execute a Time and Materials Contract for a Not-to-Exceed Fee of \$45,000.00. If our effort comes in less than anticipated above, the Township only pays for our effort expended. Additional services (if any) that would push the project budget beyond that noted would need to be approved in writing by both parties prior to the work being executed.

We have attached a Professional Services Agreement for your consideration. If this sets forth your understanding of the arrangement between us, please sign, date, and



Blair Township  
July 18, 2018  
Page 3 of 3

We have attached a Professional Services Agreement for your consideration. If this sets forth your understanding of the arrangement between us, please sign, date, and return one copy of the Agreement to our office. Our receipt of the executed Agreement will serve as our authorization to proceed.

Wade Trim sincerely appreciates the opportunity to be of assistance to the Township. If you have any questions, please call at your earliest convenience.

Sincerely,

Wade Trim, Inc.



Kenneth D. Schwerdt, PE  
Project Manager

KDS:kds

BLR 2002.02c

pw:\wtpworc02.wadetrin.com:projectwise\Documents\Projects\B\Blr2002\01c\Docs\ProjMgt\Iron Removal Construction Proposal.docx

Attachment





Professional Services Agreement  
(Short Form)

Agreement

To engage the Services of Wade Trim, Inc., as a Design, Planning, Testing and/or Land Survey Professional.

This Agreement, entitled Well 4 Iron Removal Facility Construction Engineering between Blair Township of 2121 County Road 633, Grawn, Michigan 49637, hereinafter called "Owner," and Wade Trim, Inc., 10850 East Traverse Highway, Suite 2260, Traverse City, Michigan 49684, hereinafter called "Professional," is as follows:

The Owner and Professional, for mutual consideration hereinafter set forth, agree as follows:

A. Professional agrees to perform certain professional services for Owner as follows:

As outlined in our proposal letter dated July 18, 2018 which is attached and made part of this agreement.

B. Owner agrees to pay Professional as compensation for his services as follows:

Time and Materials Basis for an Estimated Fee of **\$45,000**. Budget is not to be exceeded without prior approval of client.

C. Owner agrees to establish an allowance of **\$N/A** for additional services on this Project (not less than 10% of the compensation amount specified in Item B.)

D. The Owner and Professional agree to conditions as set forth in the General Provisions of this Agreement.

E. The Owner and Professional agree to the following schedule:

Work to start as soon as possible with completion following the same.

F. Professional has the option to render this Agreement null and void, if it is not executed within 60 days.

Owner:

By: Nicole Blonshine  
(Print Name)

Title: Township Supervisor

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

Witness: \_\_\_\_\_

Professional:

By: Brian C. Sousa, PE  
(Print Name)

Title: Vice President

Date Signed: July 18, 2018

Witness: Kurt D. Schmitt



## General Provisions

### 1.01 Basic Agreement

A. Professional shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Professional for such Services as set forth herein.

### 2.01 Payment Procedures

A. **Preparation of Invoices.** Professional will prepare a monthly invoice in accordance with Professional's standard invoicing practices and submit the invoice to Owner.

B. **Payment of Invoices.** Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Professional for services and expenses within 30 days after receipt of Professional's invoice, the amounts due Professional will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Professional may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Professional has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

### 3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Professional shall furnish services in addition to those set forth above.

B. Owner shall pay Professional for such additional services as follows: For additional services of Professional's employees engaged directly on the Project an amount equal to the cumulative hours charged to the Project by each class of Professional's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Professional's consultants' charges with a 15% mark-up, if any.

### 4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.

b. By Professional:

1) upon seven days written notice if Professional believes that Professional is being requested by Owner to furnish or perform services which are outside of the agreed upon scope of services without compensation, which are contrary to Professional's responsibilities as a licensed professional; or

2) upon seven days written notice if the Professional's services for the Project are delayed or suspended for more than 90 days for reasons beyond Professional's control.

3) Professional shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Professional.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Professional to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

### 5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

### 6.01 Successors, Assigns, and Beneficiaries

A. Owner and Professional each is hereby bound and the partners, successors, executors, administrators, employees and legal representatives of Owner and Professional (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Professional) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

### 7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Professional under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with Professional's services. Professional and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Professional shall not at any time supervise, direct, or have control over any contractor's work, nor shall Professional have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Professional neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Professional shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Professional's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Professional.

E. The provisions in this Agreement supersede and render null and void any contrary provisions in the contract documents between Owner and Contractor.

F. All design documents prepared or furnished by Professional are instruments of service, and Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Professional (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Professional's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Professional, whichever is less.

H. The parties acknowledge that Professional's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Professional or any other party encounters a Hazardous Environmental Condition, Professional may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

### 8.01 Dispute Resolution

Except for debt collection cases for less than \$25,000, and except as otherwise provided herein, all claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or the breach thereof will be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining, subject to the limitations and restrictions stated below. This agreement to arbitrate and any other agreement or consent to arbitrate entered into in accordance herewith as provided in this paragraph will be specifically enforceable under the prevailing arbitration law of any court having jurisdiction.

Notice of demand for arbitration must be filed in writing with the other parties to this Agreement and with the American Arbitration Association. The demand must be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event may the demand for arbitration be made after the expiration of one year from the date the cause of action accrued. The cause of action whether based in tort, contract, indemnity, contribution, or any other form of action, legal or equitable, shall be deemed to have accrued at the time the party asserting the claim either knew or, by the exercise of reasonable diligence, should have known of the existence of the facts underlying such claim, dispute or other matter in question regardless of when damages occur. After the expiration of said one year, any claim between the parties hereto shall be barred.

No arbitration arising out of, or relating to this Agreement may include, by consolidation, joinder or in any other manner, any person or entity who is not a party to this Agreement. The award rendered by the arbitrators will be final, not subject to appeal and judgment may be entered upon it in any court having jurisdiction thereof.

### 9.01 Total Agreement

A. This Agreement (together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.





**WADE  
TRIM**

**Wade Trim, Inc.**

10850 East Traverse Highway, Suite 2260 • Traverse City, MI 49684  
231.947.7400 • [www.wadetrim.com](http://www.wadetrim.com)

July 18, 2018

Blair Township  
2121 County Road 633  
Grawn, MI 49637

Attention: Ms. Nicole Blonshine  
Township Supervisor

Re: Well #4 Iron Removal Facility  
Construction Contract

Dear Nicole:

On July 17, 2018, Blair Township held a public bid opening for the installation of an Iron Removal Facility for Blair Township's Well #4. Three bids were received as follows:

1. RCI, Richter Construction Inc.	\$379,990.00
2. Spence Brothers	\$448,500.00
3. RCL Construction	\$572,201.00

Based on the bid proposals received, we have prepared the attached Bid Tabulation Sheet, which outlines all of the unit prices and makes it easy to compare from one contractor to the next. It also allows us to check to make sure all of the items and costs were added correctly. There were no math errors found in the bid proposals.

Wade Trim has worked with the low bidder, RCI, Richter Construction, in the past on projects and does not see a reason to withhold the project award to the low bidder. If the Township concurs with this award, please sign the attached Notice of Award and return it to us. This will begin the process so the contractor can secure the needed project bonds and insurances for review. Once all is in place, we will hold a preconstruction meeting, issue the Notice to Proceed and the contractor can begin construction. If you should have any questions, please feel free to contact us.

Sincerely,

Wade Trim, Inc.

Kenneth D. Schwerdt, P.E.  
Project Manager

KDS:kds  
BLR 2002 01C

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BidRecLtr.docx

Attachments





### Tabulation of Bids

**Well #4 Iron removal Facility**  
**Bid Opening Location: Blair Township Hall, 2121 Country Rd. 633, Grawn, Michigan**  
**July 17, 2018 at 2:00 P.M.**

#### BASE BID ITEMS

Item No.	Description	Quantity	Unit	RCI Richter Construction, Inc.		Spence Brothers		RCL Construction Co. Inc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	Mobilization (10% Max)	1	LSUM	\$ 34,673.00	\$ 34,673.00	\$ 44,850.00	\$ 44,850.00	\$ 56,000.00	\$ 56,000.00
2.	SESC Measures	1	LSUM	\$ 363.00	\$ 363.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
3.	Site Clearing and Grubbing	1	LSUM	\$ 5,555.00	\$ 5,555.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00
4.	Site Grading	1	LSUM	\$ 16,905.00	\$ 16,905.00	\$ 16,200.00	\$ 16,200.00	\$ 74,000.00	\$ 74,000.00
5.	12" Diameter DIP	66	LF	\$ 68.00	\$ 4,488.00	\$ 65.00	\$ 4,290.00	\$ 680.00	\$ 44,880.00
6.	12" Gate Valve	3	EA	\$ 4,168.00	\$ 12,504.00	\$ 3,950.00	\$ 11,850.00	\$ 4,250.00	\$ 12,750.00
7.	6" Diameter DIP	20	LF	\$ 55.00	\$ 1,100.00	\$ 55.00	\$ 1,100.00	\$ 225.00	\$ 4,500.00
8.	6" Gate Valve	1	EA	\$ 2,271.00	\$ 2,271.00	\$ 2,000.00	\$ 2,000.00	\$ 2,450.00	\$ 2,450.00
9.	Flushing Hydrant	1	EA	\$ 4,589.00	\$ 4,589.00	\$ 4,000.00	\$ 4,000.00	\$ 6,200.00	\$ 6,200.00
10.	Connection to Existing Water Main	2	EA	\$ 10,005.00	\$ 20,010.00	\$ 6,600.00	\$ 13,200.00	\$ 1,700.00	\$ 3,400.00
11.	12" HDPE Backwash Drain	66	LF	\$ 14.00	\$ 924.00	\$ 18.00	\$ 1,188.00	\$ 57.00	\$ 3,762.00
12.	12" FES & Riprap Outlet Protection	2	EA	\$ 375.00	\$ 750.00	\$ 400.00	\$ 800.00	\$ 1,120.00	\$ 2,240.00
13.	Backwash Basin Overflow Structure	1	EA	\$ 1,532.00	\$ 1,532.00	\$ 1,500.00	\$ 1,500.00	\$ 2,200.00	\$ 2,200.00
14.	Backwash Basin Fencing	250	LF	\$ 42.00	\$ 10,500.00	\$ 40.00	\$ 10,000.00	\$ 36.00	\$ 9,000.00
15.	Backwash Basin Fence Gate	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 1,200.00
16.	Pressure Filter System Installation	1	LS	\$ 65,793.00	\$ 65,793.00	\$ 65,800.00	\$ 65,800.00	\$ 97,800.00	\$ 97,800.00
17.	Treatment Building Structure	1	LS	\$ 65,966.00	\$ 65,966.00	\$ 151,647.00	\$ 151,647.00	\$ 96,000.00	\$ 96,000.00
18.	Treatment Building Mechanical/Plumbing	1	LS	\$ 41,455.00	\$ 41,455.00	\$ 35,000.00	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00
19.	Treatment Building Electrical	1	LS	\$ 30,291.00	\$ 30,291.00	\$ 32,000.00	\$ 32,000.00	\$ 49,000.00	\$ 49,000.00
20.	SCADA/Controls Construction	1	LS	\$ 13,405.00	\$ 13,405.00	\$ 6,000.00	\$ 6,000.00	\$ 25,000.00	\$ 25,000.00
21.	Chlorination Equipment	1	LS	\$ 22,476.00	\$ 22,476.00	\$ 18,500.00	\$ 18,500.00	\$ 9,000.00	\$ 9,000.00
22.	Emergency Eyewash and Shower Equipment	1	LS	\$ 6,052.00	\$ 6,052.00	\$ 2,400.00	\$ 2,400.00	\$ 750.00	\$ 750.00
23.	Concrete Driveway, 6"	740	SFT	\$ 10.00	\$ 7,400.00	\$ 13.75	\$ 10,175.00	\$ 6.85	\$ 5,069.00
24.	Restoration	1	LS	\$ 9,488.00	\$ 9,488.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
<b>TOTAL BASE CONTRACT PRICE (Items 1 through 24)</b>					<b>\$ 379,990.00</b>		<b>\$ 448,500.00</b>		<b>\$ 572,201.00</b>



## Section 00 5100 Notice of Award

To: RCI Richter Construction, Inc.  
3760 N US Hwy 31 South, Suite 10  
Traverse City, MI 49684

Date: July 24, 2018

Attention: Christopher Richter

Project: Blair Township Well #4 Iron Removal Facility

Ladies and Gentlemen:

Pursuant to the provisions of Article 1.11 of the Instructions to Bidders, you are hereby notified that the Blair Township (OWNER) held a Special Township Board Meeting on July 24, 2018 and has directed the acceptance of your Bid for the above-referenced Project in the amount of \$379,990.00 (Three hundred, seventy-nine thousand, nine hundred ninety dollars). This project shall consist of the Installation of an iron removal facility for the existing municipal drinking water supply well #4 as delineated in your Bid submitted to the Blair Township on July 17, 2018.

Please comply with the following conditions within 15 days of the date of this Notice of Award; which is by August 8, 2018.

1. Deliver to the ENGINEER **four (4)** fully executed counterparts of the Agreement including all the Contract Documents.
2. Deliver with the executed Agreement the Contract Security (Bonds), on the form included in the Contract Documents, as specified in the General Conditions (Article 5).
3. Deliver with the executed Agreement the Insurance Certificates (and other evidence of insurance) as specified in the General Conditions (Article 5).
4. Please do not date the Agreement and Contract Security (Bonds), as these will be dated by the OWNER when executed by the OWNER.

It is important to comply with these conditions and time limits as failure to comply with these conditions within the time specified will entitle the OWNER to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten (10) days after you comply with those conditions, the OWNER will return to you two (2) fully signed counterparts of the Agreement with the Contract Documents attached.

In accordance with paragraph 2.05 of the General Conditions, please submit to the ENGINEER the required schedules prior to the scheduling of a Pre-Construction Meeting.

**Copy to ENGINEER:**

Wade Trim, Inc.  
10850 East Traverse Highway  
Suite 2260  
Traverse City, MI 49684

\_\_\_\_\_  
(OWNER)

By: \_\_\_\_\_  
(Authorized Signature)





Tabulation of Bids

Well #4 Iron Removal Facility  
Bid Opening Location: Blair Township Hall, 2121 Country Rd. 633, Grawn, Michigan  
July 17, 2018 at 2:00 P.M.

BASE BID ITEMS

Item No.	Description	Quantity	Unit	RCI Richier Construction, Inc.		Spence Brothers		RCL Construction Co. Inc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	Mobilization (10% Max)	1	LSUM	\$ 34,673.00	\$ 34,673.00	\$ 44,850.00	\$ 44,850.00	\$ 56,000.00	\$ 56,000.00
2.	SESC Measures	1	LSUM	\$ 363.00	\$ 363.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
3.	Site Clearing and Grubbing	1	LSUM	\$ 5,555.00	\$ 5,555.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00
4.	Site Grading	1	LSUM	\$ 16,905.00	\$ 16,905.00	\$ 16,200.00	\$ 16,200.00	\$ 74,000.00	\$ 74,000.00
5.	12" Diameter DIP	66	LF	\$ 68.00	\$ 4,488.00	\$ 65.00	\$ 4,290.00	\$ 680.00	\$ 44,880.00
6.	12" Gate Valve	3	EA	\$ 4,168.00	\$ 12,504.00	\$ 3,950.00	\$ 11,850.00	\$ 4,250.00	\$ 12,750.00
7.	6" Diameter DIP	20	LF	\$ 55.00	\$ 1,100.00	\$ 55.00	\$ 1,100.00	\$ 225.00	\$ 4,500.00
8.	6" Gate Valve	1	EA	\$ 2,271.00	\$ 2,271.00	\$ 2,000.00	\$ 2,000.00	\$ 2,450.00	\$ 2,450.00
9.	Flushing Hydrant	1	EA	\$ 4,589.00	\$ 4,589.00	\$ 4,000.00	\$ 4,000.00	\$ 6,200.00	\$ 6,200.00
10.	Connection to Existing Water Main	2	EA	\$ 10,005.00	\$ 20,010.00	\$ 6,600.00	\$ 13,200.00	\$ 1,700.00	\$ 3,400.00
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16.	Pressure Filter System Installation	1	LS	\$ 65,793.00	\$ 65,793.00	\$ 65,800.00	\$ 65,800.00	\$ 97,800.00	\$ 97,800.00
17.	Treatment Building Structure	1	LS	\$ 65,966.00	\$ 65,966.00	\$ 151,647.00	\$ 151,647.00	\$ 96,000.00	\$ 96,000.00
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19.	Treatment Building Electrical	1	LS	\$ 30,291.00	\$ 30,291.00	\$ 32,000.00	\$ 32,000.00	\$ 49,000.00	\$ 49,000.00
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23.	Concrete Driveway, 6"	740	SFT	\$ 10.00	\$ 7,400.00	\$ 13.75	\$ 10,175.00	\$ 6.85	\$ 5,069.00
24.	Restoration	1	LS	\$ 9,488.00	\$ 9,488.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL BASE CONTRACT PRICE (Items 1 through 24)					\$ 379,990.00		\$ 448,500.00		\$ 572,201.00





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Blair Township  
WELL #4 IRON REMOVAL FACILITY  
Proposed Subcontractor List  
July 18, 2018

### Subcontractors

Excavation:	<u>Svec Construction</u>
Concrete:	<u>Julian Concrete</u>
Masonry:	<u>Schepers Masonry</u>
Carpentry:	<u>RCI</u>
Insulation:	<u>Advanced Insulation Systems</u>
Painting:	<u>Novak Painting &amp; Wallcovering</u>
Mechanical:	<u>ABI Mechanical</u>
Plumbing:	<u>ABI Mechanical</u>
Electrical:	<u>Windemuller</u>

---

### **RCI | Richter Construction, Inc.**

3760 N US Highway 31 South, Suite 10 – Traverse City, Michigan 49684  
Telephone: 231-668-8497 Fax: 231-668-8507  
[www.RCI-CGC.com](http://www.RCI-CGC.com)



**GRAND TRAVERSE COUNTY – TOWNSHIP OF BLAIR 2018  
WATER SYSTEM PROJECT BONDS, SERIES 2018**

*Estimated Cost of Issuance*

FINANCING  
COSTS:

		<u>900,000</u>
Bond Counsel Fee	\$	13,325.00
Financial Consulting Fee	\$	6,160.00
Out of Pocket	\$	284.80
Preparation of statistical data for Official Statement, Printing Official Statement & Mailing Official Statement	\$	2,000.00
Internet Fee for i-Deal	\$	1,500.00
MAC Fee	\$	400.00
Rating Expense - None	\$	-

COSTS OF  
FINANCING

---

	\$	23,669.80
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**GRAND TRAVERSE COUNTY – TOWNSHIP OF BLAIR 2018  
WATER SYSTEM PROJECT BONDS, SERIES 2018**

<i>Estimated Project Costs</i>		<u>900,000</u>
Construction & Filters	\$	687,990
Engineering	\$	116,000
Financing Costs	\$	24,000
Contingency	\$	70,000
Estimated Project Costs	\$	<u>897,990</u>
Bond Sizing	\$	<u>900,000</u>



**GRAND TRAVERSE COUNTY – TOWNSHIP OF BLAIR 2018  
WATER SYSTEM PROJECT BONDS, SERIES 2018**

*Estimated Cost of Issuance*

FINANCING  
COSTS:

		<u>900,000</u>
Bond Counsel Fee	\$	13,325.00
Financial Consulting Fee	\$	6,160.00
Out of Pocket	\$	284.80
Preparation of statistical data for Official Statement, Printing Official Statement & Mailing Official Statement	\$	2,000.00
Internet Fee for i-Deal	\$	1,500.00
MAC Fee	\$	400.00
Rating Expense - None	\$	-

COSTS OF  
FINANCING

---

	\$	23,669.80
--	----	-----------

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**GRAND TRAVERSE COUNTY – TOWNSHIP OF BLAIR 2018  
WATER SYSTEM PROJECT BONDS, SERIES 2018**

<i>Estimated Project Costs</i>		<u>900,000</u>
Construction & Filters	\$	687,990
Engineering	\$	116,000
Financing Costs	\$	24,000
Contingency	\$	70,000
Estimated Project Costs	\$	<u>897,990</u>
Bond Sizing	\$	<u>900,000</u>



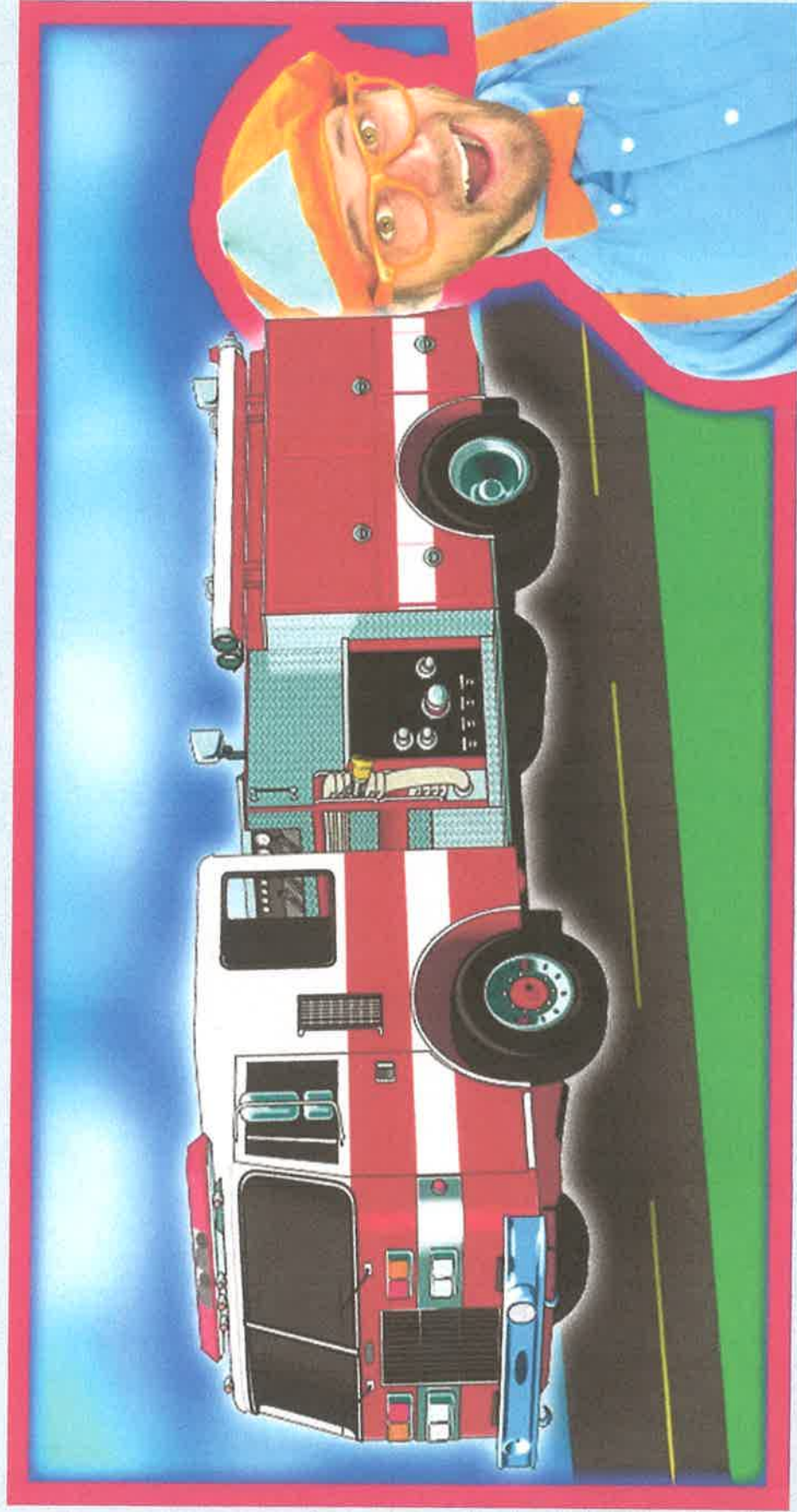
# Fire Truck Proposal



JULY 18, 2018



# Spartan Real Mount CAFS Pump









# USDA Loan

Annual Interest Rate		3.89%	
Years		15	1
Payments Per Year			
Amount		\$	\$ 511,000.00
15 Years			
	Payment	Principal	Interest
1	(45,607.10)	(25,729.20)	(19,877.90)
2	(45,607.10)	(26,730.06)	(18,877.03)
3	(45,607.10)	(27,769.86)	(17,837.23)
4	(45,607.10)	(28,850.11)	(16,756.99)
5	(45,607.10)	(29,972.38)	(15,634.72)
6	(45,607.10)	(31,138.31)	(14,468.79)
7	(45,607.10)	(32,349.59)	(13,257.51)
8	(45,607.10)	(33,607.98)	(11,999.11)
9	(45,607.10)	(34,915.33)	(10,691.76)
10	(45,607.10)	(36,273.54)	(9,333.56)
11	(45,607.10)	(37,684.58)	(7,922.52)
12	(45,607.10)	(39,150.51)	(6,456.59)
13	(45,607.10)	(40,673.47)	(4,933.63)
14	(45,607.10)	(42,255.66)	(3,351.43)
15	(45,607.10)	(43,899.41)	(1,707.69)
	(684,106.46)	(511,000.00)	(173,106.46)



# Fifth Third – 5 Year Loan - \$300,000



Fifth Third Bank

Fifth Third Bank

## Exhibit A: Amortizations

date	funding	payment	interest @ 3.7900	principal	balance
Aug-01-18	300,000.00			300,000.00	
Aug-01-19		66,991.08	11,370.00	55,621.08	244,378.92
Aug-01-20		66,991.08	9,261.96	57,729.12	186,649.80
Aug-01-21		66,991.08	7,074.03	59,917.05	126,732.74
Aug-01-22		66,991.08	4,803.17	62,187.91	64,544.83
Aug-01-23		66,991.08	2,446.25	64,544.83	0.00
	300,000.00	334,955.41	34,955.41	300,000.00	



# Fifth Third - 7 Year Loan - \$300,000

date	funding	payment	interest @ 3.8900	principal	balance
Aug-01-18	300,000.00			300,000.00	
Aug-01-19		49,779.90	11,670.00	38,109.90	261,890.10
Aug-01-20		49,779.90	10,187.53	39,592.37	222,297.73
Aug-01-21		49,779.90	8,647.38	41,132.51	181,165.22
Aug-01-22		49,779.90	7,047.33	42,732.57	138,432.65
Aug-01-23		49,779.90	5,385.03	44,394.86	94,037.79
Aug-01-24		49,779.90	3,658.07	46,121.83	47,915.96
Aug-01-25		49,779.90	1,863.93	47,915.96	0.00
	300,000.00	348,459.27	48,459.27	300,000.00	



# Fifth Third 10 Year Loan- \$300,000

date	funding	payment	interest @ 4.0800	principal	balance
Aug-01-18	300,000.00			300,000.00	
Aug-01-19		37,134.73	12,240.00	24,894.73	275,105.27
Aug-01-20		37,134.73	11,224.29	25,910.44	249,194.83
Aug-01-21		37,134.73	10,167.15	26,967.58	222,227.25
Aug-01-22		37,134.73	9,066.87	28,067.86	194,159.39
Aug-01-23		37,134.73	7,921.70	29,213.03	164,946.36
Aug-01-24		37,134.73	6,729.81	30,404.92	134,541.43
Aug-01-25		37,134.73	5,489.29	31,645.44	102,895.99
Aug-01-26		37,134.73	4,198.16	32,936.58	69,959.42
Aug-01-27		37,134.73	2,854.34	34,280.39	35,679.03
Aug-01-28		37,134.73	1,455.70	35,679.03	0.00
	300,000.00	371,347.33	71,347.33	300,000.00	



Fifth Third at \$511,000

Annual Interest Rate	3.79%	3.89%	4.08%
Years	5	7	10
Payments Per Year	1	1	1
Amount	\$ 511,000.00	\$ 511,000.00	\$ 511,000.00

5 Years

Payment Number		<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
1	(114,108.14)	(94,741.24)	(19,366.90)	\$ 416,258.76
2	(114,108.14)	(98,331.94)	(15,776.21)	\$ 317,926.82
3	(114,108.14)	(102,058.72)	(12,049.43)	\$ 215,868.11
4	(114,108.14)	(105,926.74)	(8,181.40)	\$ 109,941.36
5	<u>(114,108.14)</u>	<u>(109,941.36)</u>	<u>(4,166.78)</u>	<u>\$ 0.00</u>
	<b>(570,540.71)</b>	<b>(511,000.00)</b>	<b>(59,540.71)</b>	

7 Years

1	(84,791.75)	(64,913.85)	(19,877.90)	\$ 446,086.15
2	(84,791.75)	(67,439.00)	(17,352.75)	\$ 378,647.14
3	(84,791.75)	(70,062.38)	(14,729.37)	\$ 308,584.76
4	(84,791.75)	(72,787.81)	(12,003.95)	\$ 235,796.95
5	(84,791.75)	(75,619.25)	(9,172.50)	\$ 160,177.70
6	(84,791.75)	(78,560.84)	(6,230.91)	\$ 81,616.86
7	<u>(84,791.75)</u>	<u>(81,616.86)</u>	<u>(3,174.90)</u>	<u>\$ (0.00)</u>
	<b>(593,542.28)</b>	<b>(511,000.00)</b>	<b>(82,542.28)</b>	

10 Years

1	(63,252.83)	(42,404.03)	(20,848.80)	\$ 468,595.97
2	(63,252.83)	(44,134.11)	(19,118.72)	\$ 424,461.86
3	(63,252.83)	(45,934.78)	(17,318.04)	\$ 378,527.08
4	(63,252.83)	(47,808.92)	(15,443.90)	\$ 330,718.15
5	(63,252.83)	(49,759.53)	(13,493.30)	\$ 280,958.63
6	(63,252.83)	(51,789.72)	(11,463.11)	\$ 229,168.91
7	(63,252.83)	(53,902.74)	(9,350.09)	\$ 175,266.17
8	(63,252.83)	(56,101.97)	(7,150.86)	\$ 119,164.21
9	(63,252.83)	(58,390.93)	(4,861.90)	\$ 60,773.28
10	<u>(63,252.83)</u>	<u>(60,773.28)</u>	<u>(2,479.55)</u>	<u>\$ (0.00)</u>
	<b>(632,528.28)</b>	<b>(511,000.00)</b>	<b>(121,528.28)</b>	



# First Bankers - \$261,205 Loan

## Fire Truck Financing Proposal

Prepared for: Blair Township Fire Department

Requested by: Mark Brown, CSI

Date: June 27, 2018

Prepared by: John Hill, First Bankers



### Equipment:

#### Spartan Pumper

Cost of Equipment: \$ 611,205  
Down Payment: \$ 350,000  
Amount Financed: \$ 261,205

### Initial Financing Proposal: You requested the following financial terms.

Term (years):	5	7	10
Annual Payment:	\$58,606	\$43,776	\$32,799
Interest Rate:	3.88 %	4.03 %	4.27 %
Total Borrowing Cost:	\$31,830	\$45,231	\$66,789
First Payment Date:	June 2019		
Other Costs and Fees:	None		

*This proposal is not an offer to finance and is subject to credit review and acceptance.  
This proposal is for fire departments who meet IRS rules as qualified tax-exempt borrowers.*



# Chase Bank

Would only give us a loan if we went through a loan advisor.





# Traverse Catholic Federal Credit Union



Have not received a quote back from the Credit Union

TC

TRAVERSE CATHOLIC  
FEDERAL CREDIT UNION



# Blair Township General Fund Loan

Annual Interest Rate	2.00%	2.00%	2.00%	2.00%
Years	5	7	10	15
Payments Per Year	1	1	1	1
Amount	\$ 511,000.00	\$ 511,000.00	\$ 511,000.00	\$ 511,000.00

5 Years

Payment Number

	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
1	(108,412.94)	(10,220.00)	\$ 412,807.06
2	(108,412.94)	(8,256.14)	\$ 312,650.26
3	(108,412.94)	(6,253.01)	\$ 210,490.33
4	(108,412.94)	(4,209.81)	\$ 106,287.20
5	<u>(108,412.94)</u>	<u>(2,125.74)</u>	<u>\$ 0.00</u>
	<b>(542,064.70)</b>	<b>(31,064.70)</b>	

7 Years

1	(78,955.61)	(10,220.00)	\$ 442,264.39
2	(78,955.61)	(8,845.29)	\$ 372,154.07
3	(78,955.61)	(7,443.08)	\$ 300,641.54
4	(78,955.61)	(6,012.83)	\$ 227,698.76
5	(78,955.61)	(4,553.98)	\$ 153,297.13
6	(78,955.61)	(3,065.94)	\$ 77,407.46
7	<u>(78,955.61)</u>	<u>(1,548.15)</u>	<u>\$ (0.00)</u>
	<b>(552,689.27)</b>	<b>(41,689.27)</b>	



# Cont. Blair Township General Fund Loan

10 Years

1	(56,887.86)	(46,667.86)	(10,220.00)	\$ 464,332.14
2	(56,887.86)	(47,601.21)	(9,286.64)	\$ 416,730.93
3	(56,887.86)	(48,553.24)	(8,334.62)	\$ 368,177.69
4	(56,887.86)	(49,524.30)	(7,363.55)	\$ 318,653.39
5	(56,887.86)	(50,514.79)	(6,373.07)	\$ 268,138.60
6	(56,887.86)	(51,525.08)	(5,362.77)	\$ 216,613.52
7	(56,887.86)	(52,555.59)	(4,332.27)	\$ 164,057.94
8	(56,887.86)	(53,606.70)	(3,281.16)	\$ 110,451.24
9	(56,887.86)	(54,678.83)	(2,209.02)	\$ 55,772.41
10	(56,887.86)	(55,772.41)	(1,115.45)	\$ (0.00)
	<b>(568,878.56)</b>	<b>(511,000.00)</b>	<b>(57,878.56)</b>	

15 Years

1	(39,768.82)	(29,548.82)	(10,220.00)	\$ 481,451.18
2	(39,768.82)	(30,139.79)	(9,629.02)	\$ 451,311.39
3	(39,768.82)	(30,742.59)	(9,026.23)	\$ 420,568.80
4	(39,768.82)	(31,357.44)	(8,411.38)	\$ 389,211.36
5	(39,768.82)	(31,984.59)	(7,784.23)	\$ 357,226.77
6	(39,768.82)	(32,624.28)	(7,144.54)	\$ 324,602.49
7	(39,768.82)	(33,276.77)	(6,492.05)	\$ 291,325.73
8	(39,768.82)	(33,942.30)	(5,826.51)	\$ 257,383.42
9	(39,768.82)	(34,621.15)	(5,147.67)	\$ 222,762.28
10	(39,768.82)	(35,313.57)	(4,455.25)	\$ 187,448.71
11	(39,768.82)	(36,019.84)	(3,748.97)	\$ 151,428.86
12	(39,768.82)	(36,740.24)	(3,028.58)	\$ 114,688.62
13	(39,768.82)	(37,475.04)	(2,293.77)	\$ 77,213.58
14	(39,768.82)	(38,224.54)	(1,544.27)	\$ 38,989.04
15	(39,768.82)	(38,989.04)	(779.78)	\$ (0.00)
	<b>(596,532.24)</b>	<b>(511,000.00)</b>	<b>(85,532.24)</b>	



# Still Reaching Out



Art and Mary Schmuckal Family Foundation – Apply by November 15<sup>th</sup>

Oleson Foundation – Apply by April 1<sup>st</sup>

Also continuing to look for other funding sources.



Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
Cash		
101-000-001.000	POOLED CASH	0.00
101-000-001.001	CHEMICAL BANK/TRUST & AGE	35.80
101-000-001.002	CHEM BANK/T&A:EMS/FIRE UNION CABL	502.13
101-000-001.005	GEN FUND ACCT: CHASE - PEG FEES	702.38
101-000-001.008	GEN FUND ACCT:FIRST NAT/NEW BUILD	920,974.48
101-000-001.009	GEN FUND ACCT:GEN/MBIA	561,191.68
101-000-001.010	GEN FUND ACCT:GEN CHECK/5TH THIRD	1,342,141.64
101-000-001.011	GEN FUND:GEN CHK/5TH 3RD-REST CGG	3,500.00
101-000-001.012	GEN FUND ACCT:GEN CHEMICAL CD	250,000.00
101-000-001.100	CHASE BANK/TRUST & AGENCY	19,905.00
101-000-001.200	CHASE T&A/UNION CABLE	0.00
101-000-002.000	GEN FUND ACCT:GEN SAVINGS/5TH 3RD	22,864.00
101-000-004.000	PETTY CASH/COMPLEX	0.00
101-000-004.001	PETTY CASH/TAX COLLECTION	300.00
101-000-004.002	PETTY CASH/ZONING DEPT	100.00
101-000-005.000	POOLED SAVINGS (DEPOSIT ONLY)	162,882.11
101-000-006.000	GENERAL FUND CASH IN PR	5,000.00
101-000-123.000	PREPAID EXPENSES	17,298.42
Cash		3,307,397.64
Accounts Receivable		
101-000-040.000	ACCOUNTS RECEIVABLE	128,939.49
101-000-040.001	ALL FOR UNCOLLECTIBLE ACCT	0.00
101-000-040.002	IN TRANSIT	0.00
101-000-040.003	UNDEPOSITED FUNDS	0.00
101-000-081.000	DUE FROM OTHERS	0.00
101-000-083.206	DUE FROM FIRE MEMBER INCENT	0.00
Accounts Receivable		128,939.49
Other Assets		
101-000-111.000	OTHER CURRENT ASSET	0.00
Other Assets		0.00
Due From Other Funds		
101-000-084.000	DUE FROM OTHER FUNDS	0.00
101-000-084.101	DUE FROM GENERAL FUND	0.00
101-000-084.205	DUE FROM PUBLIC SAFETY	0.00
101-000-084.206	DUE FROM FIRE	0.00
101-000-084.210	DUE FROM EMS	0.00
101-000-084.211	DUE FROM METRO ACT	0.00
101-000-084.212	DUE FROM LIQUOR FUND	0.00
101-000-084.590	DUE FROM SEWER	0.00
101-000-084.591	DUE FROM WATER	0.00
101-000-084.701	DUE FROM T & A	0.00
101-000-084.703	DUE FROM TAX ACCOUNT	0.00
101-000-084.870	DUE FROM MILFOIL	0.00
Due From Other Funds		0.00
Total Assets		3,436,337.13
*** Liabilities ***		
Accounts Payable		
101-000-202.000	ACCOUNTS PAYABLE	5,460.81
Accounts Payable		5,460.81
Liabilities-ST		
101-000-228.000	DUE TO STATE OF MICHIGAN	0.00
101-000-229.000	DUE TO FEDERAL GOVERNMENT	0.00
101-000-231.000	PAYROLL LIABILITIES	(542.57)
101-000-231.001	AFLAC	0.00



Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Liabilities ***		
101-000-231.002	457B PLAN	0.00
101-000-231.003	BCBSM DENTAL	0.00
101-000-231.004	CHILD SUPPORT	0.00
101-000-231.005	GARNISHMENT	0.00
101-000-231.006	PRIORITY HEALTH	0.00
101-000-231.007	UNION DUES	0.00
101-000-231.008	PRINCIPAL DENTAL	0.00
101-000-232.000	DUE TO INDIVIDUALS	0.00
101-000-255.000	DIRECT DEPOSIT LIABILITIES	0.00
101-000-257.000	ACCRUED COMPENSATION	9,162.64
101-000-260.000	ACCRUED COMPENSATED ABSENCE	4,549.13
101-000-269.000	PERSONAL F O C	0.00
Liabilities-ST		13,169.20
Liabilities-LT (over 1 year)		
101-000-300.000	OPENING BAL EQUITY	481,062.35
Liabilities-LT (over 1 year)		481,062.35
Due To Other Funds		
101-000-214.000	DUE TO OTHER FUNDS	0.00
101-000-214.001	DUE TO INDIVIDUALS	20,374.90
101-000-214.002	DUE TO GENERAL SAVINGS	0.00
101-000-214.101	DUE TO GENERAL FUND	0.00
101-000-214.205	DUE TO PUBLIC SAFETY	0.00
101-000-214.210	DUE TO AMBULANCE (EMS)	0.00
101-000-214.590	DUE TO SEWER	0.00
101-000-214.591	DUE TO WATER	0.00
101-000-214.701	DUE TO TRUST & AGENCY	0.00
101-000-214.703	DUE TO TAX ACCOUNT	0.00
101-000-214.750	DUE TO CLEARING	0.00
Due To Other Funds		20,374.90
Total Liabilities		520,067.26
*** Fund Balance ***		
Unassigned		
101-000-390.000	FUND BALANCE	2,623,965.51
101-000-393.000	RESERVED RETAINED EARNINGS	42,105.69
Unassigned		2,666,071.20
Total Fund Balance		2,666,071.20
Beginning Fund Balance		(15,464.46)
Net of Revenues VS Expenditures		250,198.67
Fund Balance Adjustments		2,681,535.66
Ending Fund Balance		2,916,269.87
Total Liabilities And Fund Balance		3,436,337.13



# THE ART AND MARY SCHMUCKAL FAMILY FOUNDATION

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## Grant Application

The Art and Mary Schmuckal Family Foundation has an open grant application policy. We accept applications any time throughout the year from 501(c)(3) organizations. Grant requests are considered twice a year for two distribution cycles, Summer and Winter.

### **Summer Cycle:**

- Application deadline May 15th
- Notifications and funds sent out by June 30th

### **Winter Cycle:**

- Application deadline November 15th
- Notifications and funds sent out by January 30th

Please contact us with any questions at [info@schmuckalfoundation.org](mailto:info@schmuckalfoundation.org)

**APPLY FOR FUNDING**

**Deadline for next review cycle: November 15th**

*Applications submitted after deadline will be considered in the following cycle*

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THE ART AND MARY SCHMUCKAL FAMILY FOUNDATION



# Oleson Foundation ... *Helping Others Help Themselves*

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## Application Forms

### Who can apply?

All applicants must be 501(c) 3 designated non-profit organizations, or hold non-profit status such as schools, units of government, and churches. The Oleson Foundation serves the general areas of Grand Traverse, Emmet, Charlevoix, and Antrim Counties.

### Grant Application Process

The deadline for grant applications is April 1st each year. Applicants must submit a NARRATIVE with a detailed description of the project, including a clear purpose, dates, timelines, location, key staff, and number of people served. If the request is for items, please include bids or invoices for large equipment. Please utilize the Grant Application Cover Sheet and Project Proposal Budget along with the requested attachments. Notification of the decision of the Board of Trustees will be in mid-June.

PDF forms must be filled out and either saved and emailed, or printed and delivered by mail or hand delivery. Only ONE copy is needed. Grant requests must be in the Foundation office by April 1<sup>st</sup>. Requests arriving after the deadline will not be considered.

**Applications must be received at the office at P.O. Box 904, Traverse City, MI 49685 no later than April 1. Applications may be emailed to [kathy@olesonfoundation.org](mailto:kathy@olesonfoundation.org) by April 1. If you have many attachments please send a hard copy.**

### Funding Priorities

The Oleson Foundation's interests are broad but reflect the wishes of our founders, Gerald and Frances Oleson, to help people help themselves and give the greatest good for the greatest number. We are looking for sustainable, collaborative projects and programs that improve the quality of life for our area residents. The Foundation will NOT fund: grants to individuals, or grants for endowments, scholarships, camper scholarships, school or other trips, staff conferences or trips, or infrastructure projects that are basic taxpayer responsibility. Please contact us if you have a question about eligibility. Thank you!

### Reports

You can fill the following reports out online and then print them, you won't be able to save the form on your computer. The Grant Application Cover has a check list of other documents you will need to provide, when submitting your application. You may need to download a newer version of Adobe Reader, follow this link: <http://www.get.adobe.com/reader>.



Grant Application Process



Grant Application Cover



Grant Evaluation Form



Project Proposal Budget



# Application Process

Thank you for your interest in the Oleson Foundation. This process will assist you in applying to the Foundation.

## Eligibility to Apply

All applicants must be IRS designated 501©3 status. Other non-profit organizations such as schools or units of government are eligible to apply if the project or program is above and beyond general operations. These organizations should contact the Foundation office to see if their project qualifies for submission. The Foundation ONLY serves the general areas of Grand Traverse, Emmet, Charlevoix, Antrim and Leelanau Counties.

## What We Will Not Fund

The Foundation will not fund:

- Feasibility studies, consultant fees or studies of any kind.
- Pre-contractual work, permitting fees or any other studies or pre-work for a capital project.
- Events, festivals, fund raisers, special speakers, art shows, etc.
- Grants to individuals, scholarships, or endowments.
- Grants for service or school trips
- Grants to individuals
- We are unlikely to fund IT projects.

## Our Priorities

Requests should reflect the wishes of our founders, Gerald and Frances Oleson, to “help people help themselves”. **Our current priorities are Children and Families and the Environment.** Requests should be for projects or programs that will help the organization become more self –sufficient or help with general efficiencies. We are looking for projects that:

- Include collaboration local, state, regional and national funding partners and project partners.
- Show a significant impact on the issue being addressed.
- Have clearly defined results and timelines.
- Serve a significant population and give the greatest good for the greatest number.
- Create an opportunity for strategic change.



### Application Submission

Grant applications are due annually on April 1<sup>st</sup> each year. The request must be received IN THE OFFICE by April 1<sup>st</sup>, NOT postmarked April 1<sup>st</sup>. You may submit ONE, UNBOUND COPY with the appropriate signatures and attachments by mail, OR you may submit by email to [kathy@olesonfoundation.org](mailto:kathy@olesonfoundation.org) by April 1<sup>st</sup> at 5:00 p.m. If there are many attachments please submit by mail. Notification of the decision of the Board of Trustees will be in mid-June.

### Application Forms

The attached application forms can be filled in on your computer, then printed and mailed or emailed.

Please use the Grant Application Cover Sheet and Project Proposal Budget Sheet. There is NOT a specific form for your narrative. The narrative should include:

A complete and very concrete description of the project or program and or/items needed.

- Timeline.
- Site where it will be implemented, staff and volunteers involved.
- Population served and how they will benefit.
- How the region will benefit.
- Collaborative partners and roles.
- Role of the requesting organization.
- Impact on the issue being addressed.

If you have questions or would like to discuss the eligibility of your project, please contact the Foundation at 231-929-2605.



## Grant Application Cover Sheet

<b>Date of Application:</b>		
<b>Organization (legal name as on IRS determination letter):</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>		<b>Fax:</b>
<b>Executive Director:</b>		
<b>E-Mail Address:</b>		

<b>Project Name:</b>		
<b>Purpose of Grant (one sentence)</b>		
<b>Date(s) of the Project:</b>		
<b>Amount Requested: \$</b>	<b>Total Project Cost: \$</b>	
<b>Contact Person/Title:</b>		
<b>Phone #:</b>		
<b>E-Mail Address:</b>		
<b>Address (if different than above):</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>

<b>Attachment Check List:</b>	✓
IRS 501 (c) (3) determination letter (not applicable for schools or units of government)	○
Project Narrative	○
Project Budget	○
Board List	○
Audited Financials (if necessary)	○
Annual Report (if available)	○
Organizational Chart	○
Letters of Support (if any)	○

<b>Signature, Chairperson, Governing Board</b>	
<b>Typed Name &amp; Title</b>	<b>Date:</b>

<b>Signature, Staff Head of Organization</b>	
<b>Typed Name &amp; Title</b>	<b>Date:</b>

**Oleson Foundation**  
**P.O. Box 904**  
**Traverse City, MI 49685-0904**  
**231-929-2605**  
**E-Mail: [kathy@olesonfoundation.org](mailto:kathy@olesonfoundation.org)**



## Project Proposal Budget

Please feel free to add or delete line items to customize this budget format to your project. This budget should be specific to the project and reflect both income and expense in the appropriate columns. Please provide a brief description or explanation of line items as needed in a separate budget narrative. Income and expense should balance in each column.

	Oleson Foundation	Your Organization	Other sources (list individually)	In-Kind	Total
<b>PROJECT INCOME</b>					0
Grants					0
Contributions					0
Program Fees					0
					0
					0
					0
<b>Total Income</b>	0	0	0	0	0

	Oleson Foundation	Your Organization	Other sources (list individually)	In-Kind	Total
<b>PROJECT EXPENSES</b>					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
<b>Total Expenses</b>	0	0	0	0	0

Please provide itemized details for all line items as need in the budget narrative.



**Grand Traverse Band of Ottawa & Chippewa Indians'**  
**2% Guidelines**

1. Your organization must be located within GTB's six-county service area (Antrim, Benzie, Charlevoix, Grand Traverse, Leelanau, or Manistee counties).
2. Local units of government can apply for 2% funding the same as before.
3. If your organization is not a local unit of government, the following applies:
  - a.) Local units of government must request 2% funding on behalf of your organization.
  - b.) The local unit of government will be responsible for submitting your 2% application to GTB.
  - c.) If awarded 2% funding, the local unit of government will be responsible for distributing the 2% funding to your organization through their internal accounting process.
  - d.) The local unit of government will be responsible for maintaining accounting records of 2% funding received, for reporting purposes, consistent with the accounting standards for local units of government established by the State of Michigan.
  - e.) The local unit of government will be responsible for submitting the follow-up report to Tribal Council on how 2% funding was spent. The report should be submitted to the Tribal Chairman one year after receiving 2% funding.
  - f.) Tribal Council will not consider any requests for job positions or year to year funding for job positions (this only pertains to 501c3 organizations).
4. Weight will be given to applicants who have provided services to GTB tribal members.
5. Weight will be given to applicants located in near proximity to either Turtle Creek Casino or Leelanau Sands Casino.
6. Weight will be given to applicants who have been impacted by the establishment of either Turtle Creek Casino or Leelanau Sands Casino (e.g., increased traffic, increased employment, increase in student population, etc.).
7. Tribal Council will not consider any requests for land purchases.
8. Tribal Council will not allow 2% applicants to approach Tribal Council for individual presentations of 2% applications.
9. Please contact the GTB Legal Department if you would like a copy of the Stipulation for Entry of Consent Judgment from: *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich).

If you have any questions, please contact the GTB Legal Department at 231-534-7601.

*Approved June 2, 2009*



**Tribal Council Allocation of 2% Funds  
Application Form**

**PLEASE NOTE:**

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

**\*ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN  
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle: \_\_\_\_\_ JUNE – New submission date, Postmarked by **MAY 31st**  
\_\_\_\_\_ DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**
2. Name of Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Printed Name: \_\_\_\_\_
  - **Authorized Signature:** \_\_\_\_\_  
(Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)Title: \_\_\_\_\_  
E-mail address: \_\_\_\_\_  
  
Printed Name of contact person: \_\_\_\_\_  
Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
E-mail address: \_\_\_\_\_
3. Type of Applicant: \_\_\_\_\_ Local Government \_\_\_\_\_ Local Court  
\_\_\_\_\_ Township \_\_\_\_\_ County Commissioner \_\_\_\_\_ Road Commission  
\_\_\_\_\_ Public School District \_\_\_\_\_ College \_\_\_\_\_ Charter School  
\_\_\_\_\_ Public Library \_\_\_\_\_ Sheriff/Police Department \_\_\_\_\_ Fire Department  
\_\_\_\_\_ 501c3 applying through local unit of government (name): \_\_\_\_\_







8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

**Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.**

(b) Recommendation from Parent Committee: \_\_\_\_\_ YES \_\_\_\_\_ NO

**Please have the Parent Committee sign the attached Certification Form.**

(c) Describe parent involvement in project: \_\_\_\_\_  
\_\_\_\_\_

(d) Does the school receive Title VII Indian Education Funds? \_\_\_\_\_ YES \_\_\_\_\_ NO  
If yes, how much: \_\_\_\_\_

9. What are the start and completion dates of the proposed project?

Start \_\_\_\_\_ Completion \_\_\_\_\_

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

\_\_\_\_\_ YES \_\_\_\_\_ NO. If yes, please list the start and end dates and amount:

\_\_\_\_\_ - \_\_\_\_\_ and amounts: \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_ and amounts: \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_ and amounts: \_\_\_\_\_

11. Is the proposed project new \_\_\_\_\_ or a continuation project \_\_\_\_\_?

If this is a continuation project, please explain why there is a need to continue funding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



12. If the previous project has been completed, did you submit your 2% report? \_\_\_\_\_ YES \_\_\_\_\_ NO.  
**The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.**
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).  
\_\_\_\_\_  
\_\_\_\_\_
14. How will the success of the project be assessed (evaluation plan)? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. If new staff is required, will preference be given to Native American applicants?  
\_\_\_\_\_ YES \_\_\_\_\_ NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

**IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:**

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
  - If for June cycle, postmarked by May 31st.
  - If for December cycle, postmarked by November 30th.

**Mail completed 2% applications to:**

**Attention: 2% Program  
Grand Traverse Band of Ottawa and Chippewa Indians  
2605 N.W. Bay Shore Drive  
Peshawbestown, MI 49682**

**If you have any questions, please call 231-534-7601.**



**Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form**

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

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We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the \_\_\_\_\_ School District. (Name of school district)

_____	_____	_____
Print Name	Sign Name	Date

_____	_____	_____
Print Name	Sign Name	Date

_____	_____	_____
Print Name	Sign Name	Date

_____	_____	_____
Print Name	Sign Name	Date

_____	_____	_____
Print Name	Sign Name	Date

_____	_____	_____
Print Name	Sign Name	Date