

1500 Scribner Avenue, NW
Grand Rapids MI 49504

January 22, 2019

The Board of County Road Commissioners of the County of Kent met in the Road Commission Offices.

The regular meeting was called to order by Commissioner Rambo, Chairman at 8:00 o'clock a.m.

Present: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen, Managing Director Warren, Director of Finance Barcheski, and Executive Secretary Martin.

Also present: Deputy Managing Director - Engineering Harrall, Deputy Managing Director - Operations Byrne, Director of Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Finance in charge of Purchasing Wiegierink, Assistant Director of Finance Guerra, Assistant Director of Traffic and Safety Wollner, and Communications Manager Lamoreaux.

There was no public comment.

The Board discussed minutes of the Board meeting held January 8, 2019.

Moved by Commissioner Janes, seconded by Commissioner Morren that the minutes be approved as written.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

The disbursements for the check run dated January 11, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included overtime of \$60,137.63. There were no Construction Estimate payments this period.

Director Barcheski stated the General Fund has \$25,188,446.48 remaining after approval of disbursements. There was \$16,546,778.17 in the General Fund at this time a year ago.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$717,596.40, Accounts Payables of \$583,575.57, and Cash Balances and Investments for the check run dated January 11, 2019,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Director Barcheski reviewed the October 2018 Financial Statements for the Board. She stated she has changed the format of the statements and reviewed the statements for the Board.

The report was received for information.

Managing Director Warren requested authorization to sign and execute title sheets for the following projects:

1. **Crahen Avenue at Leonard Street Intersection Realignment** Safety Project.

Deputy Managing Director Harrell stated the realignment of Crahen Avenue at Leonard Street west will eliminate the current stop condition for Crahen Avenue (south leg) allowing for continuous traffic flow between it and Leonard Street (west leg). This project is listed in the FY2019 Budget at \$400,000.00 and will be advertised in mid-February.

2. **100th Street Bridge** over the Thornapple River (Caledonia Bridge No. 30) Preservation Project.

Deputy Managing Director Harrell stated the 100th Street Bridge over the Thornapple River (Caledonia Bridge #30) involves extensive preservation consisting of expansion joint replacement, spot repairs on the concrete pier supports and stone rip rap within the river to mitigate scour around the pier footings. The project is in the FY2019 Budget and the updated cost estimate is \$325,000.00.

Moved by Commissioner Medema, seconded by Commissioner Morren that the Board **authorizes the signing and execution of the above-listed title sheets** as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Managing Director Warren requested authorization for out-of-State travel:

1. Ten Staff to attend the **E.D. Etnyre & Company Customer Operation and Trouble Shooting Seminar** in Oregon, Illinois March 14-15, 2019.

Deputy Managing Director Byrne stated Etnyre & Company (Kent County Road Commission Chipseal Equipment) offers training covering operations, trouble shooting, maintenance, and safety on distributors and chipperspreaders. As the Road Commission continues to increase the number of miles chipsealed, key personnel need to remain up to date on the proficient operations of this specialized equipment. The training is provided at no cost along with lunches. The ten Staff will include Equipment Operators, Mechanics, and Foremen. The Road Commission is responsible for lodging, transportation (Road Commission vehicles), and some meals.

2. Two Staff to attend the **2019 National association of County Engineers Annual Conference** in Wichita, Kansas April 14-18, 2019.

Managing Director Warren stated he is requesting out-of-State travel authorization for Wayne Harrall and Tim Haagsma to attend the National Association of County Engineers (NACE) meeting in Wichita, Kansas, April 14-19. Wayne and Tim have been active members of NACE which provides education and networking opportunities with engineers, consultants and vendors from around the country.

Moved by Commissioner Morren and seconded by Commissioner Janes that the Board **authorizes the out-of-State travel** as recommended by Staff with expenses allowed.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Assistant Director of Finance in charge of Purchasing Wiegerink requested authorization to award bids as follows:

1. Purchase of **one multifunction printer/copy machine** for the Engineering Department.

As part of the Kent County Road Commission's Purchasing Procedures and Policies, purchases may be made through cooperative ventures/alliances with other governmental agencies when it is in the best interest of the Road Commission. Kent County Road Commission is a member of the State of Michigan's MiDEAL purchasing program and takes advantage of all governmental pricing when applicable. Xerox Corporation has a current contract with the State of Michigan's MiDEAL program for various copy machines

and printers at Michigan Office Solutions, Grand Rapids, Michigan is Xerox's local partner in office technology.

Therefore, Staff is recommending the Board's authorization to **purchase one Xerox Altalink, C8045, color multifunction printer/copy machine** from **Michigan Office Solutions**, Grand Rapids, Michigan, off MiDEAL Contract #1771-180000000367 for a **total cost of \$11,974.00.**

2. **Contract #19-04:** Cleaning and painting of the interior walls of the parking garage at the South Complex, 4949 Tim Dougherty Drive, SE Grand Rapids, Michigan.

Staff reviewed the bids for this Contract and made contact with each company to verify certain requirements of the painting projects such as gallons of paint to be used, the use of subcontractors, and pressure washing with hot water. Staff estimates 2,300 gallons of paint is required to complete the project as specified.

GAM Decorating Company read low but is disqualified due to the use of subcontractors for the power washing. Second bidder MPM Painting, LLC only estimated using 800-900 gallons of paint in their bid which is way below the Kent County Road Commission estimate.

Therefore, Staff is recommending **award to Dave Cole Decorators**, Sparta, Michigan, meeting all the requirements of the Contract at a **total cost of \$196,920.00.**

3. **Contract #19-22:** 76th Street from Sierrafield Drive to Clyde Park Avenue, Byron Township – Primary Reconstruction – Mill and Fill.

Staff recommends **award to Superior Asphalt, Inc.**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a **total cost of \$319,925.00.**

4. **Contract #19-23:** Cascade Road from Forest Hill Avenue to Spaulding Avenue, Grand Rapids Township – Primary Reconstruction – Mill and Fill.

Staff recommends **award to Rieth-Riley Construction Company**, lowest responsive and responsible bidder at a **total cost of \$870,859.95**.

5. **Contract #19-24:** Lincoln Lake Avenue from north Lowell City limits to McPherson Street, Vergennes Township – Primary Construction – Crush and Shape.

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$788,150.00**.

6. **Contract #19-25:** Whitneyville Avenue from 66th Street to 48th Street, Cascade Township – Primary Construction – Crush and Shape.

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$727,450.00**.

7. **Contract #19-26:** 13 Mile Road from Peach Ridge Avenue to M-37, Sparta Township – Primary Construction – Mill and Fill and Crush and Shape.

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$384,525.00**.

8. **Contract #19-27:** Lamoreaux Drive from Alpine Avenue to West River Drive, Alpine/Plainfield Townships – Primary Reconstruction and Resurfacing – Sanitary Sewer, Watermain, and Mill and Fill Resurfacing.

Staff recommends **award to Kamminga and Roodvoets, Inc.**, lowest responsive and responsible bidder at a **total cost of \$2,672,618.56**. This contract is contingent upon approval from Plainfield Township Board.

9. **Contract #19-31:** Walker Avenue from 5 Mile Road to 6 Mile Road, Alpine Township – Local Reconstruction – Crush and Shape.

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$246,585.00**.

10. **Contract #19-32:** 2019 Alpine Township - Local Reconstruction –Crush and Shape and Mill and Fill:
- **Brandywyne Drive** from Lantern Drive to Stoney Creek Drive
 - **Woodrush Court** from Woodrush Drive to end
 - **Woodrush Drive** from Chasseral Drive to end

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$183,855.00**.

11. **Contract #19-33:** 2019 Grand Rapids Township - Local Reconstruction – Mill and Fill:
- **Canyonside Court** from Bird Avenue to end
 - **Carlton Avenue (south)** from 4 Mile Road to end
 - **Dunnigan Avenue** from Knapp Street to 2,750 feet north
 - **Eaglecrest Drive** from Leonard Street to the East Beltline Avenue
 - **Hylane Avenue** from 3 Mile Road to private drive
 - **Lamberton Lake Drive** from Plainfield Avenue to Oakcliff Drive
 - **Scenicview Drive** from 4 Mile Road to end
 - **Shadowlane Drive** from Hylane Avenue to end

Staff recommends **award to Superior Asphalt, Inc.**, lowest responsive and responsible bidder at a **total cost of \$555,555.00**.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that Staff is authorized to **award the above-listed purchase and contracts as recommended** by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Assistant Director Wiegerink requested authorization to advertise for bids on the following:

1. Purchase of **one (1) excavator** for the South Complex **(February 7, 2019)**.
2. Purchase of **2019 requirements of asphalt / concrete crack leveling sealant**, as needed with a one-year renewal option **(February 7, 2019)**.
3. **Contract #19-30:** 84th Street and Byron Commerce / Chesterton Drive, Byron Township – Primary Safety Project – new traffic signal installation **(bids to be received on a date to be determined)**.
4. **Contract #19-34:** West River Drive and Division Avenue, Plainfield Township – Primary Safety Project – new traffic signal installation **(February 7, 2019)**.
5. **Contract #19-35:** Primary Safety Project – traffic signal upgrades at two intersections in Plainfield Township – Jupiter Avenue and Rogue River Drive and Wolverine Boulevard and Courtland Drive / Kroes Street **(February 7, 2019)**.
6. **Contract #19-36:** Primary Safety Project – traffic signal upgrades at three intersections in Kent County – 68th Street and Hanna Lake Avenue, Gaines Township, Cascade Road and 36th Street, Cascade Township, and Pettis Avenue and Vergennes Street, Ada Township **(February 7, 2019)**.
7. **Contract #19-38:** Caledonia Bridge #30, 100th Street over the Thornapple River, Caledonia Township – Primary bridges and culverts – substructure, scour protection, and joint replacement **(February 21, 2019)**.
8. **Contract #19-39:** Leonard Street and Crahen Avenue, Grand Rapids Township – Primary Safety – realignment of the intersection **(March 7, 2019)**.

Moved by Commissioner Morren, seconded by Commissioner Medema that Staff is authorized to **advertise for bids on the above-listed purchases and contracts with bids to be accepted until 8:30 o'clock a.m. on the dates listed**, as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Managing Director Warren stated the 2019 Highway Conference and Road Show will be March 12-14, 2019 in Lansing. He asked the Board members to let Staff know if they will be attending.

A public online auction for the sale of excess equipment was conducted December 13, 2018 by M & W, Inc., and on December 18, 2018 by Orbitbid.com, Inc./Ranger Bid, a division of Miedema Auctioneering, Inc. Total sales were \$133,905.00 less commission, listing, and fees and **total net proceeds are \$133,146.00.**

The report was received for information

Staff reviewed the proposed takeover of the Michigan Department of Transportation State Trunkline Maintenance Contract in Ottawa County. Deputy Managing Director Byrne outlined the additional Staff, equipment, and storage needed if the Kent County Road Commission does take over the Contract in Ottawa County.

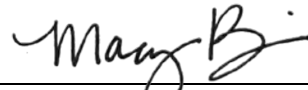
Deputy Managing Director Byrne presented the winter maintenance operations and budget as of January 18, 2019. He stated Kent County has received nineteen inches of snow so far this season. Staff has worked 7,837 overtime hours since October 1, 2018. He stated the Road Commission has spent \$1,211,820.00 or twenty percent of the \$6,000,000.00 budget. Forty percent of that amount has been spent on equipment, thirty-four percent on material, and twenty percent on labor.

The Michigan Department of Transportation has spent \$1,079,447.00 of their \$3,901,002.00 budget or twenty-eight percent. Thirty-eight percent of that amount has been spent on equipment, thirty-eight percent on material, and twenty-four percent on labor.

Managing Director Warren reminded the Board of the Public Hearings tonight in the Road Commission offices at 6:30 o'clock p.m.

There being no further business to come before the Board, the meeting was adjourned at 8:59 o'clock a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary