

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

October 13, 2020

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, Chair at 8:00 a.m.

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

Also present: Deputy Managing Director - Engineering Harrall and Deputy Managing Director – Operations Byrne, Director of Traffic and Safety Haagsma, Director of Building and Equipment Roose, Purchasing Manager Nordstrom and Communications Manager Lamoreaux.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, September 22, 2020.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the **minutes be approved.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated October 2, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$19,091.41 in overtime. The detail of construction estimates are as follows:

Contractor	Project	Amount
Michigan Department of Transportation	Fruit Ridge Avenue – 6 Mile Road to 10 Mile Road (invoice #3)	370,836.92
	Segwun Avenue – Alden Nash Avenue to Grand River Drive (invoice #1)	20,087.56
	84 th Street – Kalamazoo Avenue to Breton Avenue (invoice #2)	57,775.22
	FM Trail Phase 5 (estimate #2)	6,203.23
	100 th Street Trail along south side of 100 th Street - SB US-131 ramps to Division Street (invoice #3)	951.98
	100 th Street east and west of 100 th Street Bridge over US-131 (invoice #4)	50,246.68
	Knapp Street – east city limit to E. Beltline Avenue (invoice #3)	3,261.60
	68 th Street – Burlingame Avenue to Clyde Park Avenue (invoice #1)	65,907.98
	100 th Street east and west of 100 th Street Bridge over US-131 (invoice #4)	14,651.87
	Lowell Bridge #16 – Division Street over the Grand River (invoice #1)	5,009.82
Michigan Paving and Materials Company	House Street – Pine Island Drive to Brittany Street (estimate #2)	18,042.33
Rieth-Riley Construction Company	Parnell Avenue – Bailey Drive to 2 Mile Road (estimate #1)	495,583.50
	12 Mile Road – Ramsdell Drive to Nugent Avenue (estimate #1)	249,114.28
Superior Asphalt, Inc.	Ada Township 2020 local roads program (estimate #3 & #4)	240,580.52
	Cascade Township 2020 local roads program (estimate #2)	443,503.34
	Caledonia Township 2020 local roads program (estimate #1)	18,069.75
		\$2,059,826.58

Director Barcheski stated the General Fund has \$29,018,496.91 remaining after approval of disbursements. Of that amount, \$10,581,032.48 is unavailable operating funds, leaving \$18,437,464.43 in total available operating funds.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that **Payroll of \$732,764.78, Construction Estimates of \$2,059,826.58, Accounts Payables of \$1,251,506.93, and Cash Balances and Investments for the check run dated October 2, 2020**, are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #6 Michigan Transportation Fund Revenues

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in August 2020 and received in September 2020. This is the eleventh payment in 2020. She stated the funds received were \$5,065,318.00, a favorable variance of \$952,222.00 more than what was budgeted. To date, receipts are up 6.3 percent over this time last year.

The report was received for information.

Commissioner Morren arrived at the Board meeting at 8:07 a.m.

Item #6 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase the following right-of-way:

- a. Nicholas and Sarah Wilson, **2407 84th Street SE**, Section 22, Gaines Township

Deputy Managing Director Harrall stated Nicholas and Sarah Wilson, the owners of property located at 2407 84th Street SE, have agreed to provide additional highway easement along their 84th Street frontage to accommodate the 2021 84th Street reconstruction between Breton Avenue and Hanna Lake Avenue. The value for the easement, 17 feet wide by 396 feet long (6,732 sft.), is determined to be \$0.86/sft., or \$5,789. Compensation for impact to landscaping is \$1,350. The resulting **total just compensation is \$7,139.**

Easement Description:

Commencing at the North 1/4 Corner of Section 22, T05N, R11W Gaines Township, thence N89°29'08"W 795.12 feet along the north line of Section 22; thence S00°30'52"W 33.00 feet along the west property line to the Point of Beginning for this description; thence S89°29'08"E 396.00 feet along the existing south Right of Way line of 84th Street; thence S00°30'52"W 17.00 feet along the east property line; thence N89°29'08"W 396.00 feet along a line parallel with the existing south Right of Way to the westerly property line; thence N00°30'52"E 17.00 feet along said property line to the Point of Beginning. Contains 6,732 Square Feet M/L and is subject to easements and restrictions of record.

- b. Linda and Nellie DenBraber, **3050 84th Street SE**, Section 22, Gaines Township

Deputy Managing Director Harrall stated Linda and Nellie DenBraber, the owners of property located at 3050 84th Street SE, have agreed to provide additional highway easement along their 84th Street frontage for the 2021 84th Street project. The value of the permanent easement, 17 feet wide by 495 feet long (8,415 sft.) is \$0.86/sft. The resulting **total just compensation is \$7,237.**

Easement Description:

Commencing at the Northeast Corner of Section 22, T05N, R11W Gaines Township, thence N89°29'16"W 1,326.60 feet along the north line of Section 22; thence S00°52'29"W 33.00 feet along the west property line to the Point of Beginning for this description; thence S89°29'16"W 495.00 feet along the existing south Right of Way line of 84th Street; thence S00°52'29"W 17.00 feet along the east property line; thence N89°29'16"W 495.00 feet along a line parallel with the existing south Right of Way to the westerly property line; thence N00°52'29"E 17.00 feet along said property line to the Point of Beginning. Contains 8,415 Square Feet M/L and is subject to easements and restrictions of record.

- c. Peter and Beth Mulder Trust, **2040 100th Street SE**, Section 33, Gaines Township

Deputy Managing Director Harrall stated Peter and Beth Mulder, the owners of property located at 2040 100th Street SE, have agreed to provide a drainage easement along their 100th Street frontage for the 2021 100th Street project. The value of the drainage easement, 7 feet wide by 350 feet long (2,450 sft.), is \$0.43/sft., or \$1,054. Compensation also includes \$300 for loss of trees and landscape. The resulting **total just compensation is \$1,354.**

Easement Description:

Commencing at the North 1/4 Corner of Section 33, T05N, R11W Gaines Township, Kent County, MI.; thence S00°36'54"W 33.00 feet along the North-South 1/4 line to the southerly Right of Way line of 100th Street and the Point of Beginning; thence S89°20'10"E 350.00 feet along the southerly Right of Way line to the east property line; thence S00°36'54"W 7.00 feet along said property line; thence N89°20'10"W 350.00 feet along a line which is parallel with the southerly Right of Way to the N-S 1/4 line (which is the westerly property line); thence N00°36'54"E 7.00 feet along said N-S 1/4 line to the Point of Beginning. Contains 2,450 Square Feet M/L and is subject to easements and restrictions of record.

- d. Gerald and Maxine Kayser, **2989 100th Street SE**, Section 27,
Gaines Township

Deputy Managing Director Harrall stated Gerald and Maxine Kayser, the owner of property located at 2989 100th Street, SE, have agreed to provide a drainage easement along their 100th Street frontage for the 2021 100th Street project. The drainage easement is 7 feet wide by approximately 1,502 feet long and includes additional easement area containing two road culverts (16 foot by 20 feet wide and 3 feet by 20 feet wide) for total area of 10,894 sft. The compensation for the easement over unimproved land is valued at \$0.19/sft., or \$2,070. Compensation also includes \$100 for temporary grading. The resulting **total just compensation is \$2,170.**

Easement Description:

Commencing at the Southeast Corner of Section 27, T05N, R11W Gaines Township, Kent County, MI.; N89°22'12"W 1,802.23 feet along the south Section line; thence N00°41'32"E 33.00 feet to the northerly Right of Way line of 100th Street and the Point of Beginning; thence N00°41'32"E 7.00 feet along the westerly property line; thence N00°41'32"E 7.00 feet along the westerly property line; S89°22'12"E 91.81 feet along a line which is parallel with the north Right of Way line of 100th Street; thence N00°34'24"E 16.00 feet; thence S89°22'12"E 20.00 feet; thence S00°34'24"W 16.00 feet; thence S89°22'12"E 1,010.96 feet along a line which is parallel with the north Right of Way line of 100th Street; thence N00°34'24"E 3.00 feet; thence S89°22'12"E 20.00 feet; thence S00°34'24"W 3.00 feet; thence S89°22'12"E 359.25 feet along a line which is parallel with the north Right of Way line of 100th Street to the easterly property line; thence S00°23'14"W 7.00 feet along said east property line to the existing northerly Right of Way; thence N89°22'12"W 1,502.05 feet along said existing north Right of Way line to the Point of Beginning. Contains 10,894 Square Feet M/L and is subject to easements and restrictions of record.

- e. Paul and Rebecca Coulson, **2468 84th Street SE**, Section 22,
Gaines Township

Deputy Managing Director Harrall stated Paul and Rebecca Coulson, the owners of property located at 2468 84th Street, SE, have agreed to provide additional highway easement along their 84th Street frontage for the 2021 84th Street project. The permanent easement is 17 feet wide by approximately 252 feet long (4,277 sft.) The compensation for the easement over improved land is valued at \$0.86/sft., or \$3,678. Compensation for the impact to landscaping is \$940. The resulting **total just compensation of \$4,618.**

Easement Description:

Commencing at the Northwest Corner of Section 22, T05N, R11W Gaines Township, thence S89°29'08"E 591.58 feet along the north line of Section 22; thence S00°46'59"W 33.00 feet along the east property line to the Point of Beginning for this description; thence S00°46'59"W 17.00 feet along said property line; thence N89°29'08"W 251.58 feet along a line which is parallel with the existing south Right of Way line of 84th Street; thence N00°46'59"E 17.00 feet along the west property line; thence S89°29'08"E 251.58 feet along the existing south Right of Way line of 84th Street to the Point of Beginning. Contains 4,277 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Janes, seconded by Commissioner Morren that **staff is authorized to purchase the above right-of-way**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #7 2021 Federal STP Flex Funds

Managing Director Warren requested authorization to purchase 2021 Federal STP Flex funds from Newaygo County Road Commission.

Deputy Managing Director Harrall stated staff is proposing to purchase Federal aid from Newaygo County Road Commission (NCRC). The purchase of \$871,428 of 2021 STP Flex funds from NCRC will allow us to advance the pavement reconstruction of the 2-mile segment of Fruit Ridge Avenue between 4 Mile Road and 6 Mile Road (\$640,000). The remaining \$231,428 would be allocated to the 100th Street reconstruction project between Kalamazoo Avenue and Hanna Lake Avenue. KCRC would pay NCRC \$653,571 (75%) in exchange for \$871,428 of STP Flex funds that would be allocated to the Fruit Ridge Avenue (Urban project) and 100th Street projects for 2021 construction.

MDOT has recently approved the purchase of STP Flex Funds, which can be applied to Urban projects.

Commissioner Morren offered the following resolution in reference to the Federal Aid Exchange Program.

**Resolution for
Participation in the 2021
Federal Aid Exchange Program**

WHEREAS, the Kent County Road Commission has participated in the Federal Aid Exchange Program in fiscal years 2016 - 2020, and

WHEREAS, the Michigan Department of Transportation is planning to allow this Program to continue in 2021 along with purchase of STP Flex funds, and

WHEREAS, the Kent County Road Commission is requesting to purchase approximately \$871,428 of Federal STP Flex Funds from Newaygo County Road Commission, and

WHEREAS, the Board of Road Commissioners of the County of Kent supports the purchase of STP Flex Federal Aid from our neighboring county.

WHEREAS, Steven A. Warren, Managing Director of the Kent County Road Commission is hereby authorized to execute said Agreement for and on behalf of the Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation in the 2021 Federal Aid Exchange Program.

Moved by Commissioner Morren and supported by Commissioner VerHeulen that the Board adopt the **resolution supporting the purchase of Federal Aid from Newaygo County Road Commission**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #8 Sign and Execute Agreement

Managing Director Warren requested authorization to sign and execute an agreement with the Michigan Department of Transportation.

Deputy Managing Director Harrall stated the 4 Mile Road sidewalk extension project between Yorkview Drive and West River Drive was included in the MDOT October 2, 2020 bid letting. The estimated project cost was \$155,400. C. L. Trucking and Excavating, LLC was low bid at \$171,802.60. Project funding includes \$105,000 Federal TAP funds. The remaining \$66,802.60 local match will be provided by Alpine and Plainfield Townships.

Commissioner Janes offered the following resolution with reference to execution of the Agreement between the Board of County Road Commissioners of the County of Kent and the Michigan Department of Transportation for the sidewalk construction work along the north side of 4 Mile Road from Yorkview Drive to West River Drive.

**Resolution for
Sidewalk Construction work along the north side of
4 Mile Road from Yorkview Drive to West River Drive
Contract No. 20-5380**

WHEREAS, Federal TAP funds are available for the sidewalk construction work along the north side of 4 Mile Road from Yorkview Drive to West River Drive, and

WHEREAS, Alpine and Plainfield Townships will be providing the project local match, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal Funds, and

WHEREAS, the conditions of the Agreement have been reviewed by the Board of County Road Commissioners of the County of Kent, Michigan.

NOW, THEREFORE, BE IT RESOLVED, that Mark E. Rambo, Chairman of the Board of the Kent County Road Commissioners of the County of Kent, Michigan, and Steven A. Warren, Managing Director, are hereby authorized to execute said Agreement for and on behalf of the Board.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board **adopt the resolution and sign and execute the Agreement for sidewalk construction work along the north side of 4 Mile Road from Yorkview Drive to West River Drive.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #9 **Quit Claim Release**

Managing Director Warren requested authorization for quit claims on the following road end maintenance strips:

- a. **Waterstone Drive**, Section 29, Gaines Township.

Deputy Managing Director Harrall stated there is an existing 10 foot by 66 foot road end strip on the east end of Waterstone Drive, within Phase 3 of Preservation Lakes Plat, Section 29, Gaines Township. It is necessary to quit claim release this to the developer in order to provide clear title for final plat approval.

Easement Description:

Part of the SW 1/4, Section 29, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Beginning at the Southeast corner of Preservation Lake Park (Pvt.), Preservation Lakes; thence Northeasterly 13.32 feet along a 267.00 foot radius curve to the left, the chord of which bears N79°31'23"E 13.32 feet; thence S30°52'53"W 83.33 feet; thence Westerly 11.79 feet along a 333.00 foot radius curve to the right, the chord of which bears S88°53'42"W 11.79 feet; thence N30°52'53"E 80.77 feet to the Place of Beginning.

- b. **Autumn Oak Drive**, Section 5, Lowell Township.
- c. **Carmen Oak Drive**, Section 5, Lowell Township.

Deputy Managing Director Harrall stated there are existing 10 foot by 66 foot road end strips on the east end of Autumn Oak Drive and on the east end of Carmen Oak Drive within Twin Oaks Plat, Phase 2, Section 5, Lowell Township. It is necessary to quit claim release these to the developer in order to provide clear title for the final plat approval.

Easement Description:

Part of the Northeast 1/4 of Section 5, T6N, R9W, Lowell Township, Kent County, Michigan described as: Commencing at the North ¼ corner of said Section; thence S0°11'42"E 527.84 feet along the North - South 1/4 line of said Section; thence S89°26'30"E 274.26 feet to the Place of Beginning of said Road End Strip; thence continuing S89°26'30"E 10.00 feet; thence S0°11'13"E 73.54 feet; thence S88°04'23"W 10.00 feet; thence N0°11'13"W 73.98 feet to the Place of Beginning.

Easement Description:

Part of the Northeast 1/4 of Section 5, T6N, R9W, Lowell Township, Kent County, Michigan, described as: Commencing at the North 1/4 corner of said Section; thence S0°11'42"E 993.21 feet along the North - South 1/4 line of said Section; thence S89°26'30"E 1164.70 feet to the Place of Beginning of said Road End Strip; thence continuing S89°26'30"E 10.00 feet; thence S0°33'30"W 66.00 feet; thence N89°26'30"W 10.00 feet; thence N0°33'30"E 66.00 feet to the Place of Beginning of said Road End Strip.

Moved by Commissioner Morren, seconded by Commissioner Janes that staff is authorized to **quit claim the above-described properties**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Commissioner Medema arrived at Board meeting at 8:13 a.m.

Item #10 Final Plat Approval

Managing Director Warren requested authorization for final plat approval on the following:

- a. **Preservation Lakes No. 3**, Section 29, Gaines Township.

Deputy Managing Director Harrall stated Preservation Lakes plat is located east of Eastern Avenue and north of 100th Street in Section 29, Gaines Township. The third phase

of this residential plat eliminates a temporary street end and connects Waterstone Drive to Waters Bluff Drive, completing the loop around the east side of Preservation Lake. This phase includes 29 lots for a total of 91 lots within the plat. The developer is Signature Land Development Corporation (Eastbrook Homes) and the engineer is Exxel Engineer.

Construction has started on this phase including sanitary sewer and water main installation; however, the road construction work is still outstanding. The developer is providing a \$430,000 letter of credit for remaining work, in order to obtain final plat approval.

b. **Twin Oaks No. 2**, Section 5, Lowell Township.

Deputy Managing Director Harrall stated Twin Oaks plat is located south of Foreman Street and west of Cumberland Avenue in Section 5, Lowell Township. The second phase of this multiphase residential plat has been constructed in accordance with the approved plans and KCRC public street standards. This phase includes eliminating two temporary street ends by connecting Autumn Oak Drive to Carmen Oak Drive and one short cul-de-sac street. There is a total of 31 lots in this phase. The developer is Allen Edwin Homes (Dan Larabel) and the engineer is Roosien & Associates. The developer has provided a bond in the amount of \$13,200 to cover final restoration.

c. **Explorer Estates**, Section 4, Gaines Township.

Deputy Managing Director Harrall stated Explorer Estates Plat is located north of 68th Street along the south side of Peerpoint Drive in Section 4, Gaines Township. This residential plat consists of 7 lots adjacent to existing Peerpoint Drive (Southpointe plat). Water and sanitary sewer connection were necessary within Peerpoint Drive, however no additional

public street improvements were required. The proprietor is Kentwood Public Schools and the engineer is Exxel Engineering.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the Board authorizes **final plat approvals for the above-described plats**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #11 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval for Genevieve Plat.

Deputy Managing Director Harrall stated Genevieve plat is located east of Ritchie Avenue and south of Lake Street (22 Mile Road) within Section 5, Village of Sand Lake. On March 24, 2020, the Board approved this preliminary plat, however since that time, due to issues with existing wetlands, the storm water detention pond has been relocated to the north, requiring revisions to the previously approved layout. The impacts to Ritchie Avenue include the addition of one more frontage lot and elimination of the public street access onto Ritchie Avenue. The revised first phase of the proposed residential plat consists of 14 lots fronting on Ritchie Avenue. Based on the plan approved by the Village, the future public streets within the Village of Sand Lake would accommodate future residential development with the only access to Lake Street. In order to minimize the number of access points on Ritchie Avenue, staff is requiring 7 shared driveways for the 14 lots that front on Ritchie

Avenue. The developer is North Ritchie, LLC (John Bitely) and the engineer is Exxel Engineering.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that **preliminary plat approval is authorized for Genevieve Plat**, Section 5, Village of Sand Lake, as recommended by Staff, and subject to the following special conditions, requirements, and modifications:

1. Proprietor shall provide additional 10 feet of right of way east of the easterly Ritchie Avenue right-of-way line.
2. Highway permits are required for construction of the 7 shared driveways within the Ritchie Avenue right-of-way.
3. Proprietor shall provide title commitment to demonstrate that there are no existing encumbrances within limits of proposed street right of ways for review and evaluation by staff.
4. Proprietor shall acquire termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners for that part of the land division that includes all proposed public streets.
5. Proprietor shall acquire acceptable subordinations of existing mortgages, etc. in favor of the Board of County Road Commissioners within the proposed public street right of way.
6. Proprietor is advised to abstain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
7. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.
8. Proprietor is advised to require that private public utilities design and install their facilities in conformance with the Board's requirements, regulations, specifications, etc., including obtaining highway permit for said private public utility facilities.
9. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.

Motion carried by the following vote:

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

Nays: 0.

Item #12 Preliminary Street Approval

Managing Director Warren requested authorization for preliminary street approval of Graymoor Street and Crossmoor Street extension.

Deputy Managing Director Harrall stated Graymoor Site Condominium is located north of 76th Street and east of Broadmoor Avenue (M-37) in Section 8, Caledonia Township. Phase 3 of this residential development includes extending Graymoor Street approximately 250 feet north and constructing approximately 1,300 feet of Crossmoor Street including a temporary cul-de-sac on the northwest end. Moorfield Court, a short private street with permanent cul-de-sac is also included in this phase. There are 31 lots in this phase, for a total of 74 lots. The developer is Broadmoor Investors (Dale Kraker) and the engineer is Nederveld, Inc.

Moved by Commissioner Morren, seconded by Commissioner Janes to recommend **preliminary street approval of Graymoor Street and Crossmoor Street extension**, Section 8, Caledonia Township, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. Proprietor shall provide title commitment to demonstrate that there are no existing encumbrances within limits of proposed street right of ways for review and evaluation by staff.
2. Proprietor shall acquire termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners for that part of the land division that includes all proposed public streets.

3. Proprietor shall acquire acceptable subordinations of existing mortgages, etc. in favor of the Board of County Road Commissioners within the proposed public street right of way.
4. Proprietor is advised to abstain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
5. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.
6. Proprietor shall provide private utility easements adjoining the proposed streets for private public utilities which shall in no way encroach, nor encumber, proposed street right of way. Recommend coordinating with private public utilities to accommodate their specific requirements to the extent possible.
7. Proprietor is advised to require that private public utilities design and install their facilities in conformance with the Board's requirements, regulations, specifications, etc., including obtaining highway permit for said private public utility facilities.
8. The Proprietor shall incorporate USPS customer mail delivery mode requirements in their improvements design and construction documents.
9. The temporary turn-around highway easement shall provide at least 10 feet of non-pavement area from the edge of the roadway section to the easement line (17 feet wide highway easements with shown symmetrical residential temporary turn-around).
10. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.
11. Condominium master deed must be submitted for KCRC staff review and comment. In the master deed (or amendments), the Developer/Proprietor shall include language that relates to drainage and storm water management as required by the County Highway Engineer (Deputy Managing Director, Engineering) in the interest of the Road Commission. Such

language shall not be modified without the consent of the KCRC.

12. Moorfield Court shall be a private street and shall not be taken over by the Board as a public street.

Motion carried by the following vote:

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

Nays: 0.

Item #13 Advertise for Bids

Managing Director Warren requested authorization to advertise for bids on the following:

- a. **Contract #21-05:** Furnish and Haul Aggregate for Bituminous Chip Seal Program
- b. **Contract #21-08:** Replacement of Air Handlers at South Complex
- c. **Contract #21-09:** Upgrade Ventilation & CO-NO2 Systems at Southwest Complex
- d. **Contract #21-10:** Freeway Lighting and Tower Maintenance – MDOT
- e. **Bid #21-MNT-04:** Various Road Materials – Gravel, Stone, Sand, and Crushed Concrete
- f. **Bid #21-MNT-06:** Chip Seal Emulsion Materials
- g. **Bid #21-MNT-07:** Fog Seal Asphalt Emulsion Materials
- h. **Bid #21-MNT-08:** Spray Patch Mix Emulsion Materials

Moved by Commissioner Janes, seconded by Commissioner Morren that staff is **authorized to advertise for bids on the above-listed contracts with bids to be accepted on date to be determined** and as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #14 Award of Bids

Managing Director Warren requested authorization to award bids on the following:

- a. **Bid #21-MNT-03:** Sand - 2NS for Ice Control

Staff recommends awarding Bid #21-MNT-03: Sand – 2NS for Ice Control to “**All Bidders**” whose sand, when tested, meets or exceeds the technical composition requirements.

At the time of demand, the source(s) selected will be based on cost of material delivered or picked up (inclusive of our labor and equipment costs), quality of the material, and the availability and immediate need of the material.

- b. **Bid #21-EQU-01:** Tandem Axle Semi-Tractor

Staff recommends awarding the purchase of a tandem axle semi-tractor to **JX Peterbilt – Grand Rapids**, under Sourcewell Contract #060920-PMC, at a **total cost of \$130,159**.

- c. **Bid #21-EQU-02:** 10 Single Axle Cabs & Chassis

Staff recommends awarding the purchase of ten (10) single axle cabs & chassis to **JX Peterbilt – Grand Rapids**, under Sourcewell Contract #060920-PMC, for a cost of **\$110,017 a per unit, and a total cost of \$1,100,170**.

d. **Bid #21-EQU-03:** Asphalt Hot Box Trailer

Staff recommends awarding the purchase of the asphalt hot box trailer to **Falcon Asphalt Repair Equipment**, under MiDeal Contract #071B770092, at a **total cost of \$22,054.01**.

e. **Bid #21-EQU-04:** Track Loader

Staff recommends awarding the purchase of a track loader to **Kent Equipment**, under Sourcewell Contract #062117-LPI, at a **total cost of \$68,739.95**.

f. **Bid #21-EQU-05:** Mill Attachment

Staff recommends awarding the purchase of a mill attachment to **Kent Equipment**, under Sourcewell Contract #062117-LPI, at a **total cost of \$11,220**.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **staff is authorized to award the above-listed purchases**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #15 Award Contract #20-75 – Construction Manager as Constructor

Managing Director Warren described the process of reviewing construction manager proposals for the Central Complex at the Walker View site, evaluation of those selected for interviews, review of the cost proposals of the two highest ranked firms, and recommendation of the selected construction manager.

Twelve (12) proposals were submitted to manage the construction of the new Central Complex. The proposals were reviewed by eight (8) KCRC representatives, including

Mark Rambo, Dave Morren, Jerry Byrne, Wayne Harrall, Macy Barcheski, Steve Warren, Owner's Representative James Moyer, and A&E Consultant Marty Ruitter. Three (3) respondents were selected by the KCRC team for in-person interviews, which took place on October 6, 2020.

Prior to the interviews, respondents were provided a list of three (3) topic areas and were instructed to address the topics during their presentation. During the interviews, their responses to the topics were evaluated by the interview team.

Following the completion of the interviews, each KCRC representative ranked the consultants 1-3, with 1 as the most responsive and 3, the least. "Most Responsive" was awarded 3 points, "Middle" 2 points, and "Least Responsive" 1 point.

The two highest ranked respondents were Owen Ames Kimball and Pioneer Construction.

Following the ranking process, there was discussion among the interview team about the qualifications of the three firms pertaining to relative experience, responsiveness to the interview topics, expertise of the proposed team, and responses during the question and answer period. Much of the discussion focused on the two firms receiving the most points, Owen Ames Kimball and Pioneer Construction. Therefore, the interview team decided to review the cost proposals from these two firms.

The two sealed cost proposals were opened and reviewed on October 6, 2020 by KCRC management team, Owner's Representative James Moyer, and A&E Consultant Marty Ruitter. Considering both hours provided and cost, the interview team determined the difference in the cost proposals was not significant.

Owen Ames Kimball is the recommended construction manager of the new Central Complex at the Walker View site based in part for the following reasons:

- Both the company and the proposed team have the most applicable experience with the construction of transit and municipal facilities, including managing projects for road commissions, cities, Kent County, and the State of Michigan.
- Quality and content of the submitted proposal and responsiveness to each of the required topics during the interview presentation.
- Strength of the proposed team, especially the site superintendents who have experience with road commission facilities and other sites at Walker View.
- Recent experience with the construction of the Michigan State Police building at Walker View and familiarity with the City of Walker's current review and approval process.
- Very favorable comments from current and past clients.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **staff is authorized to award Contract #20-75: Construction Manager as Constructor for the Central Complex at the Walker View site to Owen Ames Kimball and approves staff to negotiate a contract**, as recommended by the Sub Committee.

Motion carried by the following vote:

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

Nays: 0.

Item #16 **Comments**

➤ The new secured address for the Central Complex at the Walker View site is 1900 Four Mile Road, NE.

➤ The southern portion of the Walker View site project will begin with groundbreaking in the spring.

➤ KCRC has been recognized for having one of the lowest employee injury rates among road commissions in the state. The announcement was made at the County Road Association Self-Insurance Fund's (CRASIF) virtual Annual Membership Meeting on September 16, 2020, and CRASIF distributed a press release announcing the recognition.

➤ Deputy Managing Director Byrne stated that Sue Meindersma is progressing well after her accident.

➤ Commissioner Morren stated he appreciates the focus KCRC has on the safety of the employees.

➤ Communications Manager Lamoreaux stated that Zach Morisette, a Macomb County Department of Roads employee, was killed while working along a road. As a tribute to Zach, road agencies from West Michigan got together at the South Complex and lined up their trucks for a picture, which taken by Eric Rodegher with KCRC's drone. The picture will be given to the Morisette family and Macomb County Department of Roads.

➤ Commissioner Medema thanked Communications Manager Lamoreaux for the wonderful color tour maps, which are available on KCRC's website.

➤ Deputy Managing Director Harrall stated 100th Street may be open Friday, October 16, 2020.

Work Session

Chair Rambo requested authorization to set up a work session with the Board on Tuesday, December 1, 2020 at 8:00 a.m. The location will be determined later.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **Board is authorized to hold a work session on December 1, 2020 at 8:00 a.m.**

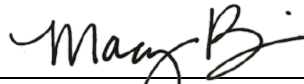
Motion carried by the following vote:

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

Nays: 0.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:57 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary