

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

February 23, 2021

The Board of County Road Commissioners of the County of Kent met remotely via Zoom.

The regular meeting was called to order by Commissioner Rambo, Chair at 8:00 a.m.

Roll call attendance and location was taken at the start of the meeting (MCL 15.263(2)(a)(ii):

Commissioner Janes, present, Ada Township, Kent County, Michigan

Commissioner Medema, present, Algoma Township, Kent County, Michigan

Commissioner Morren, present, Caledonia Township, Kent County, Michigan

Commissioner VerHeulen, present, City of Walker, Kent County, Michigan

Chair Rambo, present, Algoma Township, Kent County Michigan

Present: Managing Director Warren, Director of Finance Barcheski, and Executive Secretary Luneke.

Also present: Deputy Managing Director of Engineering Harrall, Deputy Managing Director of Operations Byrne, Assistant Director of Maintenance Roon, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Human Resource Manager Dennis, IT Manager Care, Purchasing Manager Nordstrom, Communications Manager Lamoreaux, Project Engineer Easterly, Owners Representative James Moyer, OAK Construction Manager Tim Marcus and Hobbs+Black Architect Marty Ruiter.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, February 9, 2021.

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

Motion carried by the following vote:

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

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated February 19, 2021 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$130,320.61 in overtime.

Director Barcheski stated the General Fund has \$27,124,994.24 remaining after approval of disbursements. Of that amount, \$4,766,233.83 is unavailable operating funds, leaving \$22,358,760.41 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$865,650.71, Construction Estimates of \$0.00, Accounts Payables of \$1,226,477.32, and Cash Balances and Investments for the check run dated February 19, 2021**, 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.

Item #5 January 2021 Financial Statements

Director Barcheski reviewed for the Board the January 2021 Financial Statements.

The report was received for information.

Item #6 Schedule a Public Hearing

Managing Director Warren requested authorization to schedule a public hearing for consideration to remove the Natural Beauty Designation on Packer Drive.

Deputy Managing Director Harrall stated Plainfield Township is requesting a permit to install water main along the Packer Drive right-of-way between Las Vegas Drive and Van Dam Drive as part of work to remediate contaminated drinking water wells associated with the Wolverine Worldwide PFAS settlement. This segment of Packer Drive is a designated "Natural Beauty Road" (1984).

On Monday, February 22, 2021, the Plainfield Township Board adopted a resolution requesting to revoke the Natural Beauty Road designation of Packer Drive to allow for the water main installation.

In accordance with Section 324.35703 of Michigan Act 451 of 1994, the road board is required to hold a public hearing to revoke the designation of a natural beauty road. The public hearing would be held at a suitable place within Plainfield Township. Due to current COVID restrictions, the Public Hearing will be held virtually. Plainfield Township is requesting the Public Hearing be held the week of March 15, 2021. KCRC is requesting the Public Hearing be held on Tuesday, March 16, 2021, at 6:30 a.m.

Moved by Commissioner Morren, seconded by Commissioner Medema that **staff is authorized to schedule a Public Hearing for Plainfield Township's request to revoke the Natural Beauty Road designation on Packer Drive, for March 16, 2021 at 6:30 p.m., as recommended by staff.**

Motion carried by the following vote:

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

Nays: 0.

Item #7 Preliminary Street Approval

Managing Director Warren requested authorization for preliminary street approval of Klaus Knoll Land Division.

Deputy Managing Director Harrall stated the Klaus Knoll Land Division is located south of 76th Street and east of Kenowa Avenue in Section 18, Byron Township. The proposed residential land division development includes a 1050 foot long permanent cul-de-sac street. The development includes 8 lots. The developer is Klaus Knoll and the engineer is Exxel Engineering.

In order to accommodate larger vehicles and improve drainage within the cul-de-sac, the proposed cul-de-sac is larger (55 foot radius) than our standard 40 foot radius cul-de-sac. In addition, the middle of the cul-de-sac is open to allow pavement to drain to the center. Staff is considering this feature as a future standard for long permanent cul-de-sacs and feels this is a good trial location. The developer will agree to maintain the middle area of the cul-de-sac. On February 26, 2019, the Board approved this preliminary public street as currently presented. That preliminary expires on February 26, 2021.

Moved by Commissioner Janes, seconded by Commissioner Medema that **preliminary street approval is granted for Klaus Knoll Land Division**, Section 18, Byron Township, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. Property conveyed for street right of way shall be conveyed in fee simple title. Proprietor / owner shall provide title commitment for review to determine other requirements (i.e. subordination or relinquishment of existing easements, etc.).

2. 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.
3. Proprietor shall secure termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners within street rights of ways, including prior phase and existing street right of ways, to the Board's satisfaction as recommended by staff.
4. Proprietor shall secure acceptable subordinations of existing mortgages, in favor of the Board of County Road Commissioners within street right of ways to the Board's satisfaction as recommended by staff.
5. Prior to executing any easements, leases, license, or other similar agreements that may encumber proposed highway right of ways to be conveyed to the Board, the proprietor shall review and obtain written concurrence of such agreements from the Deputy Managing Director, Engineering (County Highway Engineer).
6. Board retains sole discretion to determine time and conditions for the take-over of proposed public streets.
7. Proprietor shall incorporate United States Post Office customer mail delivery mode requirements in their improvements design and construction documents.
8. Proprietor shall provide written confirmation from the United States Post Office local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to KCRC requirements as directed by the County Highway Engineer.
9. The alternate permanent cul-de-sac layout, with median, is acceptable.
10. The permanent cul-de-sac length of approximately 1050 feet, more or less, is acceptable.
11. Proprietor and their successors shall be responsible for the landscape maintenance of the cul-de-sac median, with separate agreement enumerating requirements, et al.

12. Proprietor shall obtain required permits, in particular County Drain Commission for county drain crossing, and provide copies to Commission staff.
13. Commission staff shall inspect and evaluate existing county drain culvert to determine its condition and serviceability for county road use.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Final Plat Approval

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

- a. **Genevieve Plat**, Section 5, Village of Sand Lake

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. The first phase of this residential plat consists of 14 lots fronting on Ritchie Avenue. Based on the plan, the future public streets within the Village of Sand Lake would accommodate future residential development with the only access to Lake Street. The platted work along Ritchie Avenue, consists of 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. The developer has provided \$80,000 surety to cover the remaining driveway work within the Ritchie Avenue right-of-way.

- b. **Northdale Estates No. 4**, Section 28, Plainfield Township

Deputy Managing Director Harrall stated Northdale Estates is located south of Coit Avenue and west of Hunsberger Avenue in Section 28, Plainfield Township. Phase No. 4 of this residential plat extends Solitude Drive northerly and includes 2 permanent cul-de-sacs to the

east and west of Solitude Drive. The work completed to date is in accordance with the approved plans and KCRC Platted Street Standards. There are 39 lots in this phase, for a total of 103 lots in the plat. The developer is Coit Avenue Gravel Company (Mike Berg) and the engineer is Exxel Engineering. The developer has provided surety in the amount of \$83,000.00 to cover remaining work.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the Board **authorizes final plat approval for Genevieve Plat**, Section 5, Village of Sand Lake and **Northdale Estates No. 4**, Section 28, Plainfield Township, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9a. Amendment to Agenda

Chair Rambo stated it is necessary to amend the agenda to expand Item #9 to accept the recommendation of our Construction Manager (OAK) for Categories 3, 5, and 11 – Precast Concrete, Metals, and Pre-Engineered Metal Building, respectively.

Moved by Commissioner Medema, seconded by Commissioner Janes that the **agenda for the February 23, 2021, Board meeting is amended by the addition of the request to accept the recommendation of our Construction Manager (OAK) for Categories 3, 5, and 11 – Precast Concrete, Metals, and Pre-Engineered Metal Building, respectively**, as requested by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9b. Acceptance of Recommendation

Managing Director Warren stated that bids were received on several items for the new Central Complex. Overall, the bidding environment looks good.

Construction Manager Tim Marcus of OAK stated the bids for sitework were opened on February 11, 2021, and the bids for precast concrete, metals and a pre-engineered metal building were opened on February 18, 2021. The bids came in 20 percent under budget.

New Central Complex: Phase 1

Staff proposes to accept the recommendation of Construction Manager Owen-Ames-Kimball Company to award the subcontract for Bid Pack 1 as follows:

<u>Bid Category</u>	<u>Contractor</u>	<u>Base Bid</u>
No. 1 – Sitework	USA Earthworks LLC (Martin, MI)	\$2,820,000

To expedite the ordering of necessary materials with unanticipated lengthy lead times, staff proposes to accept the recommendation of Construction Manager Owen-Ames-Kimball Company to award the subcontracts for Bid Pack 1 as follows:

<u>Bid Category</u>	<u>Contractor</u>	<u>Base Bid</u>
No. 3 – Precast Concrete	Kerkstra Precast Concrete (Grandville, MI)	\$464,400
No. 5 – Metals	Structural Standards, Inc. (Sparta, MI)	\$264,375
No. 11 – Pre-Engineered Metal Building	JBS Contracting, Inc. (Mt. Pleasant, MI)	\$525,700

Moved by Commissioner Janes, seconded by Commissioner Medema to **authorize award of bids for the new Central Complex Phase 1, Categories 1, 3, 5, and 11,** as recommended by Construction Manager Owen-Ames-Kimball Company and KCRC staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Award of Bids

Managing Director Warren requested authorization to award bids received for the following:

- a. **Contract #21-14: Traffic Signal Upgrades at three intersections**
Intersection upgrades at Division Avenue and 76th Street, East Paris Avenue and 68th Street, and East Paris Avenue and Cook Valley Blvd.

As one Contractor did not submit the lowest bid on all three intersections, staff recommends awarding Contract #21-14 to two different bidders, **Severance Electric Company, Inc.**, and **Strain Electric Company**.

In the best interest of the Road Commission, staff recommends for the Board to award Contract #21-14 as follows:

<u>Intersection</u>	<u>Contractor</u>	<u>Total Cost</u>
Division Avenue at 76th Street	Severance Electric Company, Inc.	\$ 133,060.00
East Paris Avenue at 68th Street	Strain Electric Company	\$ 164,090.40
East Paris Avenue at Cook Valley Blvd.	Severance Electric Company, Inc.	\$ 153,244.80

- b. **Contract #21-15: Cascade Road - Burton Street to 28th Street**
partial depth mill & fill

Staff recommends awarding Contract #21-15: Cascade Road - Burton Street to 28th Street resurfacing to **Rieth-Riley Construction Company, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$241,789.22**, which is **20.20%** below the estimated cost.

- c. **Contract #21-16: Grand Rapids Township Local Roads Program**

Staff recommends awarding Contract #21-16: Grand Rapids Township Local Roads Program to **Rieth-Riley Construction Company, Inc.**, the lowest and responsible bidder for a total cost of **\$394,449.95**, which is **21.22%** below the estimated cost.

- d. **Contract #21-19: Pavement Marking Services**

Staff recommends awarding Contract #21-19: Pavement Marking Services to **M & M Pavement Marking, Inc.**, the lowest responsive and responsible bidder for a total estimated

cost of **\$716,450**. The quantities may vary from the bid, but the per unit bid cost shall remain firm.

e. **Contract #21-21:** Alpine Township Local Roads Program

Staff recommends awarding Contract #21-21: Alpine Township Local Roads Program to **Rieth-Riley Construction Company, Inc.**, the lowest and responsible bidder for a total cost of **\$266,737**, which is **20.25%** below the estimated cost.

f. **Contract #21-22:** Cannon Township Local Roads Program

Staff recommends awarding Contract #21-22: Cannon Township Local Roads Program to **Rieth-Riley Construction Company, Inc.**, the lowest and responsible bidder for a total cost of **\$813,865.60**, which is **15.14%** below the estimated cost.

g. **Contract #21-26:** 68th Street - two sections, partial depth mill & fill

Staff recommends awarding Contract #21-26: 68th Street - two sections, partial depth mill & fill to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$345,345**, which is **16.90%** below the estimated cost.

h. **Contract #21-27:** Burton Street - Spaulding Avenue to Kraft Avenue, partial depth mill & fill

Staff recommends awarding Contract #21-27: Burton Street - Spaulding Avenue to Kraft Avenue, partial depth mill & fill to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$145,455**, which is **7.54%** below the estimated cost.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema to **authorize award of bids for the above listed**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #11 **Comments**

➤ Managing Director Warren stated the State of Michigan FY22 Budget is a continuation of the 2015 funding package. There is \$300 million additional new funding for local bridges.

➤ Deputy Managing Director Byrne updated the Board on winter maintenance operations and budget as of February 19, 2021. This season, 42 inches of snow has fallen, which is down 10 inches from the normal. Since October 1, 2020, the Road Commission has spent \$3,031,380 or 48 percent of the \$6,300,000 budget. There has been 16,045 hours of overtime.

40 percent of that amount has been spent on equipment, 35 percent on material, and 25 percent on labor.

The Michigan Department of Transportation has spent \$2,824,405 of the \$4,000,000 budget or 71 percent. 31 percent of that amount has been spent on equipment, 41 percent on material, and 28 percent on labor.

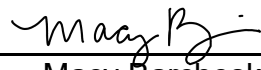
➤ Deputy Managing Director Harrall stated 84th Street between Division Avenue and Eastern Avenue will be closed March 2, 2021, for utility work and road construction until the beginning of July 2021.

➤ Deputy Managing Director Byrne stated weight restrictions will be going into effect Monday, March 1, 2021.

➤ Chair Rambo complimented the Walker View team on the great work with the bids.

There being no further business to come before the Board, the meeting was adjourned at 8:47 a.m.

Respectfully submitted,



Macy Barcheski, Secretary