

City of Ironwood
213 S. Marquette St.
Ironwood, MI 49938



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AGENDA
REGULAR IRONWOOD CITY COMMISSION MEETING
MONDAY, MAY 9, 2022

LOCATION: IRONWOOD MEMORIAL BUILDING AUDITORIUM
213 S. MARQUETTE ST.
IRONWOOD, MI 49938

Regular Meeting – 5:30 P.M.

ZOOM OPTION AVAILABLE FOR THE PUBLIC

(Please visit the City website at www.cityofironwood.org or the notice posted at the Memorial Building for Zoom Webinar login instructions.)

5:30 P.M.

- A. Regular Meeting Called to Order.
Pledge of Allegiance.
- B. Recording of the Roll.
- C. Approval of the Consent Agenda.*
All items with an asterisk () are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of those items unless a Commission member or citizen so requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.*
 - *1) Approval of Minutes – Regular City Commission Meeting Minutes of April 25, 2022.
 - *2) Review and Place on File:
 - a. Economic Development Corporation (EDC) Meeting Minutes of April 6, 2022.
- D. Approval of the Agenda.
- E. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).
- F. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)



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OLD BUSINESS

- G. Discuss and consider approving the Final Pay Application (#4) to Snow Country Contracting in the amount of \$14,964.07 for the Miners' Memorial Heritage Park Mountain Bike Trail Head Parking Lots and Connector Trail Project.
- H. Set Public Hearing for an "Amendment to Ordinance No. 523, Book 5; Chapter 37 Marihuana Establishments" for June 13th, 2022 at 5:20 p.m.
- I. Discuss and consider awarding bid to Jake's Excavating in the amount of \$946,995.05 for the 2022 Local Water & Sewer Reconstruction Project (Francis Street – Lowell Street to Greenbush Street), to be funded by a combination of water funds, sanitary sewer funds and general fund street funds.

NEW BUSINESS

- J. Discuss and consider approving Equipment Storage Agreement with the Michigan's Western Gateway Trail Authority.
- K. Discuss and consider approval of Engineering Services Agreement with Coleman Engineering not to exceed \$175,350.00 for the Michigan Department of Transportation (MDOT) Small Urban Project for Hemlock Street between U.S. 2 and Sunnyside Avenue to be funded through the MDOT Small Urban Program in the 2023 MDOT fiscal year.
- L. Mayor's Appointments.
- M. Manager's Report.
- N. Other Matters.
- O. Adjournment.

Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held in person and via Zoom for the Public on Monday, April 25, 2022 at 5:30 P.M. along with a Public Hearing at 5:20 P.M..

1. Mayor Corcoran opened the public hearing at 5:20 P.M.

1(a) Discuss and consider granting excused absence for Commissioner Korpela.

***Motion** was made by Mildren, seconded by Semo, and carried to excuse the absence of Commissioner Korpela.*

2. Recording of the Roll.

PRESENT: Commissioner Andresen, Mildren, Semo, and Mayor Corcoran.

ABSENT: Korpela (excused).

3. Public Hearing: To hear comment on proposed Resolution #022-008 to submit an application to the Michigan Economic Development Corporation (MEDC) for a Michigan Community Development Block Grant (CDBG) for the Water-Related Infrastructure (WRI) Project to upgrade aging water and sewer facilities, including removal and replacement of lead and copper water service lines. (***FULL APPLICATION AVAILABLE FOR REVIEW IN CITY CLERK'S OFFICE & CITY OF IRONWOOD'S WEBSITE AT www.cityofironwood.org ***)

City Manager Scott Erickson addressed the City Commission noting this was another grant opportunity for the City of Ironwood through MEDC. He also stated the City of Ironwood was working with Coleman Engineering on the submittal of the application.

Jeff Sjoquist and Miranda Tucker from Coleman Engineering stated the City of Ironwood qualifies for this grant opportunity since our community meets the 51% low to moderate income, being at 55.5%, and it would provide a community wide benefit. This grant helps with cutting the Inflow & Infiltration (I & I) in the City of Ironwood's sanitary sewer system and Water-Related Infrastructure (WRI). He further stated there was an 11% local match and does not include a certified grant administrator. It was noted this is a very competitive application process. Further discussion of this matter took place.

Bridget Ruppel commented (via zoom) and questioned if there is a list designating where street work and projects are located, and specifically where her neighborhood lies in that priority. City Manager Scott Erickson noted there are zones previously designated. That source of information can be made available. Bridget Ruppel referred particularly to the Gogebic and Lowell Street area. City Manager Scott Erickson stated Phase 5 may land within that area of the next project, but he would need to check. Phase 5 will be submitted through USDA Rural Development within the next few months, and she is welcome to check back to confirm the status.

No further comments were noted from the public.

4. Mayor Corcoran closed the public hearing at 5:39 P.M.

A Regular Meeting of the Ironwood City Commission was held in person and via Zoom for the Public on Monday, April 25, 2022 at 5:39 P.M.

A. Mayor Corcoran called the regular meeting to order at 5:39 P.M.

B. Recording of the Roll.

PRESENT: Commissioner Andresen, Mildren, Semo, and Mayor Corcoran
ABSENT: Korpela (excused).

C. Approval of the Consent Agenda.*

- *1) Approval of Minutes – Regular City Commission Meeting of April 11, 2022.
- *2) Review and Place on File:
 - a. Ironwood Housing Commission Meeting Minutes of April 12, 2022
 - b. Parks & Recreation Committee Meeting Minutes of January 3, 2022, and February 7, 2022.
 - c. Ironwood Carnegie Library Meeting Minutes of March 15, 2022.

Motion was made by Semo, seconded by Mildren, to approve the Consent Agenda. Unanimously passed by roll call vote.

D. Approval of the Agenda.

Motion was made by Semo, seconded by Andresen, and carried unanimously to approve the Agenda as presented.

E. Review and Place on File:

- 1. Revenue & Expenditure Report.
- 2. Cash and Investment Summary Report.

Financial reports from the Agenda Packet were presented by Finance Director/Treasurer, Paul Linn for the month ending March 31, 2022.

Motion was made by Semo, seconded by Mildren, and carried to receive and place on file the Statement of Revenue & Expenditures Report for the month ending March 31, 2022, and the Cash and Investment Summary Report for March 2022.

F. Approval of Monthly Check Register Report.

Motion was made by Semo, seconded by Andresen, to approve the Monthly Check Register Report for March 2022. Unanimously passed by roll call vote.

G. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).

Ben Thompson addressed the Commission regarding Item J, the City Commission Goals. He stated Commissioner Korpela's urban agriculture idea is extremely forward thinking and wise. He is open to urban agriculture as well. He also liked Commissioner Andresen's camping idea at Norrie Park. It is super insightful, forward thinking; and he noted he is willing to help with the vision and process.

Randy Kashich of 342 Lake Avenue addressed Item C. 1. regarding approval of minutes, specifically under Old Business and the Department of Public Works Wall Repairs. He questioned if this project went out for bids. City Manager Scott Erickson confirmed it was put out for bid, with the two bids submitted being Nasi Construction, LLC and Angelo Luppino. Inc. Randy Kashich expressed disappointment that there were not more bids submitted and felt it should have gone out for additional bids, was costly, and questioned if these repairs were covered by insurance.

H. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)

Randy Kashich of 342 Lake Avenue stated to the City Commission that they must listen during public comments, and everyone has the right to make a public comment. He noted commissioners said they would wait a year before more retail marihuana licenses would be granted. He further stated that "marihuana owns the city now" and referred to the power of the attorneys for the marihuana retailers.

OLD BUSINESS

- I. Discuss and consider approving renewal of 1-year property lease agreement with Up-N-Smoke BBQ, LLC (Nathanial Price, Owner) for use of vacant City owned property located at 238 Ayer Street, Ironwood, MI.

Community Development Director Tom Bergman communicated that in 2020 the City Commission indicated they would like to review the lease annually for the 238 E. Ayer Street City owned property to see how operations of the food trailer are going and be provided with an update on challenges, success, and the future plans. The updated lease agreement with Up-N-Smoke BBQ was presented for approval to the Commissioners. Further discussion took place on this matter.

Nathan Price of Up-N-Smoke BBQ also addressed the Commissioners regarding his plans to develop the lot, including utilizing the walking and ATV trails in the back of the property. He has purchased the adjacent building for future development. Further discussion took place. Community Development Director Tom Bergman confirmed there is no other interest in the property. The opening of Up-N-Smoke BBQ for this season is May 4th.

Motion was made by Mildren, seconded by Semo, to approve a 1-year property lease agreement with Up-N-Smoke BBQ, LLC (Nathanial Price, Owner) for use of vacant City owned property located at 238 Ayer Street, Ironwood, MI. Unanimously passed by roll call vote.

J. Discuss and consider approving City Commission Goals for Fiscal Year 2022-2023.

Discussion of the list of City Commission Goals took place.

Motion was made by Semo, seconded by Mildren, to approve and adopt City Commission Goals for Fiscal Year 2022-2023. Unanimously passed by roll call vote.

K. Discuss and consider awarding bid to P. K. Contracting, Inc. for the 2022 Street Pavement Markings in the amount of \$34,095.00.

City Manager Scott Erickson noted the low bid of two bids was submitted by P. K. Contracting for the 2022 Street Pavement Markings in the amount of \$34,095.00.

Motion was made by Mildren, seconded by Semo, to award bid to P. K. Contracting, Inc. for the 2022 Street Pavement Markings in the amount of \$34,095.00. Unanimously passed by roll call vote.

NEW BUSINESS

L. Discuss and consider adopting Resolution #022-008 authorizing submittal of an application to the Michigan Economic Development Corporation (MEDC) for a Community Development Block Grant (CDBG) for the Water-Related Infrastructure (WRI) Project to upgrade aging water and sewer facilities, including removal and replacement of lead and copper water service lines and authorize Mayor to sign all necessary documents.

Commissioner Mildren praised City staff, noting they have been highly successful moving the City of Ironwood forward with these grants and opportunities.

Motion was made by Semo, seconded by Mildren, to adopt Resolution #022-008 authorizing submittal of an application to the Michigan Economic Development Corporation (MEDC) for a Community Development Block Grant (CDBG) for the Water-Related Infrastructure (WRI) Project to upgrade aging water and sewer facilities, including removal and replacement of lead and copper water service lines and authorize Mayor to sign all necessary documents. Unanimously passed by roll call vote.

M. Discuss and consider approving garbage and recycling credit to residents.

City Manager Scott Erickson discussed Republic Services contract with the City of Ironwood as the waste and recycling hauler over the past few months. Based upon the City Commission's interest in potentially providing a one-time credit for residential customers to reflect the disruption in service, Republic Services has agreed to provide a 50 percent reduction for one-month service billings which would be directly passed on to the residential customers.

Recommendation is for the City Commission to approve the residential refuse and recycling credit as outlined and authorize the credit to be applied to a future monthly service bill.

***Motion** was made by Semo, seconded by Mildren, to approve a garbage and recycling credit to residents, to be applied to a future monthly service bill. Unanimously passed by roll call vote.*

N. Discuss and consider Proclamation to recognize May 1 – May 7, 2022 as Professional Municipal Clerks Week.

***Motion** was made by Mildren, seconded by Andresen, and carried to adopt Proclamation to recognize May 1 – May 7, 2022 as Professional Municipal Clerks Week.*

O. Manager's Report.

City Manager Scott B. Erickson verbally gave the Manager's report noting the following items:

- * Water Main Flushing is starting Sunday May 8th and will continue through the whole week. The City website has a set of maps by zone and date to look for your specific neighborhood. Door knockers will also be put out by the Department of Public Works (DPW). Thanks to the DPW for their extra effort.
- * City Clean-Up is scheduled this Friday and Saturday at Ironwood Public Safety. It will run from 8:00 a.m. until 2:00 p.m. on Friday and from 8:00 a.m. to 11:00 a.m. on Saturday. This is a wonderful opportunity for people to bring a truck load, and he encouraged the community to use it. Residents can stop down, the dumpsters are available, and it is a great service.
- * Opening bids for the 2022 Local Water & Sewer Reconstruction Project will take place this week. This will be brought back to the Commission at the next meeting.
- * Bids will be coming in on May 13th for the water leak detection survey.

P. Other Matters

Clarification and comment on Compost Site Rates was requested by Commissioner Mildren. City Manager Scott Erickson stated the City spent a lot of time and money last year to clean up the area. For years it was not well-managed. For mulching, leaves, grass clippings, and any items classified as compost, there is no fee for residents. There is a small fee of \$5 per trailer or truckload set up now to dispose of large branches and trees. A company will come in to grind that. It's a large operation, depending on how heavily it's used. It is an expensive process costing \$10,000.00 to \$15,000.00. The cost last year to clean it up was \$50,000.00. It needed to be changed and is not sustainable. It's a true compostable situation now. There will be nice soil to offer citizens in the future.

Discussion took place regarding recreational sales for marihuana. It was noted one retail store is currently open. The City Commission has allowed for two of those stores. Nothing has changed. The Commission has not voted or held public comment yet regarding additional retail establishments. Notice will be provided for a public hearing, to be scheduled at a future date, giving the public an opportunity for input going forward. It is still in process.

Mayor Corcoran stated now that it is spring, City Staff should retake a look at the blight ordinance, for extreme blight cases or repeat offenders. Since there is a spring cleanup this weekend, maybe reach out and remind those individuals that it is free to drop off on Friday and Saturday and take advantage of this opportunity.

Q. Consider Closed Session to:

1. Discuss AFSCME Local 1538 collective bargaining agreement negotiations.
2. Discussion pursuant to MCL 15.268(h).

Motion was made by Semo, seconded by Mildren to enter closed session at 6:17 p.m. Unanimously passed by roll call vote.

R. Return to Open Session.

Motion was made by Mildren, seconded by Semo, and carried to return to open session at 7:17 p.m.

S. Discuss and consider retirement transition plan for City Manager.

Commission pointed out they are comfortable with the Michigan Municipal League (MML) and their expertise in doing the City Manager search.

Motion was made by Semo, seconded by Andresen to adopt the Retirement Succession Plan as follows:

1. Authorize amendment to the City Manager/City Engineer employment agreement to remove City Manager duties effective Monday, June 6, 2022. Amend employment agreement to reduce hours/cost as outlined in the Retirement Succession Plan Option B and authorize Mayor to sign employment agreement after legal review by the City Attorney.
2. Appoint Andrew DiGiorgio as Interim City Manager effective Monday, June 6, 2022.
3. Approve a stipend for the Interim City Manager in the amount of \$3.00 per hour.
4. Authorize Mayor to enter into a contract with the Michigan Municipal League (MML) to conduct an executive search, at a cost not to exceed \$15,000.00.

Unanimously passed by roll call vote.

T. Adjournment.

Motion was made by Semo, seconded by Mildren, and carried to adjourn the meeting at 7:22 P.M.

Kim S. Corcoran, Mayor

Wendy L. Hagstrom, City Clerk



**Proceedings of the Economic Development Corporation Meeting
Wednesday, April 6, 2022**

A Regular Meeting of the Economic Development Corporation (EDC) was held on Wednesday, April 6, 2022 at 10:00 A.M. in the Memorial Building Women's Club Room.

1. Director Bergman called the meeting to order at 10:00 a.m.
2. Recording of the Roll

MEMBER	Present		EXCUSED	NOT EXCUSED
	YES	NO		
Thorsen, Gina	X			
Lemke, Joseph	X			
Korpela, Nancy	X			
Meyer, Michael	X			
Kim Corcoran	X			
Ruppe, Mark		X	X	
Schonberg, Bob		X	X	
Glen Ackerman-Behr	X			
Carolyn Libby	X			
Quorum	6	3	Quorum	

Also Present: Community Development Director Tom Bergman and Community Development Assistant Tim Erickson


3. Approval of the February 2, 2022 Meeting Minutes:

Motion by Corcoran to accept the amended meeting minutes. **Second** by Ackerman-Behr.
Motion Carried 6 to 0.

4. Approval of the Agenda.

Motion by Korpela to approve the amended Agenda. **Second** by Thorsen. **Motion Carried 6 to 0.**

5. Citizens wishing to address the Corporation regarding Items on the Agenda (Three-minute limit): None.
6. Citizens wishing to address the Corporation regarding items not on the Agenda (Three-minute limit): None.
7. Items for Discussion and Consideration.
 - A. Review of By Laws: Director Bergman presented the By-laws and asked if they think it needs to be revised. The legislative act gives the EDC many abilities that weren't previously considered. Bergman talked about using the Comprehensive Plan, and other visioning and goal setting documents to guide the direction of the EDC. He talked about creating a toolkit for the next Comprehensive Plan revision. Meyer discussed having a mission and vision statement would be important to include.
 - B. 2022 Goal Setting (Continued): The Corporation discussed tackling housing because the other goals will be difficult to work without it. Bergman suggested asking the City Commission to budget for a local housing study. The City Commission would like to have more workshops and meetings with the specific boards. Ackerman-Behr asked about the Ironwood Housing Commission's role. Thorsen discussed getting a regional housing study. They discussed doing more research into creating more housing and potentially hiring a third-party consultant. Removing barriers for housing could be a goal. There is a problem with the quantity of contractors in the region. Ackerman-Behr talked about focusing on the current housing stock. The Corporation will work on identifying partners to work with. Bergman will draft something for the next meeting and to reach out to Jeff Ratcliff from the Keweenaw EDC to join the next meeting.
 - C. Update on Downtown Development Plan and TIF Plan: The survey that was sent out had a very high engagement.
 - D. Adult Use Marihuana Establishment License Application Update: Bergman gave an update on where the City Commission is. He discussed the business that is already open and the potential amount of revenue for the City.
 - E. Zoning Ordinance Update and timeline:
8. Other Business:
 - A. The Corporation will invite Jeff Ratcliff from KEDA.
9. Next Meeting: May 4, 2022 at 10:00 a.m.
10. Adjournment. **Motion** by Corcoran to adjourn at 10:58 a.m. **Second** by Korpela. **Motion Carried 5 to 0.**



Michael Meyer, President



Tim Erickson, Community Development Assistant

PAY APPLICATION #4 / FINAL PAYMENT (MAY 9, 2022)

MINERS' MEMORIAL HERITAGE PARK MOUNTAIN BIKE TRAIL PROJECT - TRAILHEAD PARKING LOT(S) CONNECTOR TRAIL CONSTRUCTION PROJECT - PROJECT NUMBER: TF18-0014

		Pay	BID	QTY THIS	Unit	Amount
Item No.	Item Description	Unit	QTY	EST.	Price	Paid
1000	Mobilization	LS	1	1	\$1,944.00	\$1,944.00
1050	Construct Gravel Parking Lot	SF	13,000	12,960	\$0.85	\$11,016.00
1060	Construct HMA Paved Parking Lot	SF	2,500	2,080	\$2.62	\$5,449.60
1070	HMA Paving for Handicap Parking stalls in Gravel Parking Lot	SF	600	606	\$2.59	\$1,569.54
1090	Clear & Grub 20 ft. wide trail	LF	1,200	1,157	\$4.22	\$4,882.54
2000	Construct 10 ft. Wide Asphalt Trail (Cross Section A)	LF	1,500	1,157	\$27.88	\$32,257.16
2010	Construct 10' wide Gravel Trail w/compacted crushed ...(Cross Sec E)	LF	600	304	\$17.67	\$5,371.68
3000	Install 6" thick reinforced concrete viewing platform & porta-potty...	SF	1,400	1,292	\$8.81	\$11,382.52
4060	Install ADA detectable warning devices	SF	80	80	\$48.97	\$3,917.60
6000	Construct Kiosk (Type I)	EA	3	3	\$3,973.30	\$11,919.90
6010	Place Kiosk (type II)	LS	1	1	\$788.40	\$788.40
6020	Construct Iron Belle Trail Parking Lot Sign	EA	1	2	\$783.00	\$1,566.00
6030	Provide & Install Combination Trash Receptacle/Recycling Container	EA	1	1	\$2,390.80	\$2,390.80
6031	Provide & Install Surface Mount Bench	EA	1	1	\$1,386.81	\$1,386.81
6032	Provide & Install In-ground Mount Park Grill	EA	1	1	\$652.99	\$652.99
6040	Provide & Install ADA Picnic Table	EA	3	3	\$2,225.99	\$6,677.97
7010	Install trail warning signs w/posts (Stop, No Motor Vehicle, etc.)	EA	6	25	\$178.20	\$4,455.00
7020	Install Trail Crossing Signs at Street crossing location	EA	10	8	\$189.00	\$1,512.00
8000	Provide & install 24" corrugated plastic, smooth wall interior storm..	LF	80	80	\$39.95	\$3,196.00
8001	Provide & install Bike Repair Station & outdoor pump w/gauge	EA	1	1	\$2,293.49	\$2,293.49
8020	Install high velocity erosion control fabric	SYD	50	0	\$4.02	\$0.00
8030	Parking Lot Handicap Striping (Bonnie St. Lot)	EA	1	1	\$405.00	\$405.00
8031	Parking Lot Handicap Striping (Leo St. Lot)	EA	1	1	\$405.00	\$405.00
8033	Provide & Install Handicap Signs and posts	EA	3	3	\$135.00	\$405.00
9000	Provide & Install Ironwood Tree	EA	2	2	\$372.87	\$745.74
9050	Place, grade, & compact mine rock fill between grades	LS	1	1	\$2,678.40	\$2,678.40
			TOTAL			\$119,269.14
			LESS 5%			\$0.00
			SUB TOTAL:			\$119,269.14
			PREVIOUSLY PAID:			\$104,305.07
			TOTAL DUE:			\$14,964.07

Snow Country Contracting

Date

City of Ironwood

Date

City of Ironwood
213 S. Marquette St.
Ironwood, MI 49938



Phone: (906) 932-5050
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To: Mayor Corcoran and City Commission

From: Tom Bergman, Community Development Director

Date: May 5, 2022

Meeting Date: May 9, 2022

Re: Marihuana Establishment Ordinance Amendment Public Hearing

Background

Over the last several months, the City Commission and the Planning Commission have been discussing changes to the Marihuana Establishment Ordinance. Attached to this memo is the ordinance with the changes highlighted. Here is a brief overview of the changes.

1. The addition of (2) Marihuana Retail Establishment licenses. A separate agenda item will be needed to indicate whether the City Commission will want the additional licenses to go to the next two high scores on the previous scoring rubric process.
2. The addition of the Class A Microbusiness Marihuana Establishment-this will give the existing microbusinesses the option of changing to a Class A Microbusiness.
3. Small change to the setback requirements for Microbusinesses in the downtown. They will be allowed to have zero lot line on the front lot line, like all other downtown businesses. This will make it so these businesses will match existing businesses in the downtown.
4. Changes to the sign requirements. Allowing for free standing signs on the highway C-3 District and requiring that graphical signs need to be reviewed by the Planning Commission.

Recommendation

Schedule public hearing for the amendment of the Marihuana Establishment Ordinance for Monday, June 13, 2022



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COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • ENVIRONMENTAL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

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April 27, 2022

Mr. Scott Erickson, City Manager
City of Ironwood
213 S. Marquette Street
Ironwood, Michigan 49938

Re: City of Ironwood – 2022 Sewer and Water Project
Notice of Award

Dear Mr. Erickson:

We have reviewed the four (4) bids received April 26, 2022 from construction contractors for the above referenced project. We have prepared a Bid Tabulation (attached) and verified that all of the required forms for bidding were submitted. All bids appear to have met the bidding requirements.

The low bid for the project's base bid items of work was received from Jake's Excavating and Landscaping, LLC of Ironwood, Michigan in the amount of \$946,995.05. Snow Country Contracting, Inc. of Bessemer, Michigan was second lowest bidder with a bid amount of \$1,107,830.01 realizing a difference of \$160,834.96 between the two. A tabulation of these bids included in the attached documents.

Jake's Excavating has indicated that the final completion date can be met based on current workload. City Staff has indicated to CEC that there is sufficient funding for the base bid amount of \$946,995.05.

Based on information currently available to us, we recommend the Commission approve the base bid received from Jake's Excavating and Landscaping, LLC in the amount of \$946,995.05. The City should realize this recommendation is not binding on the City and we can change the award as you direct. We realize the City may consider other information and take action that the Commission feels is in the best interest of the City.

We have prepared three (3) copies of the "Notice of Award" to Jake's Excavating and Landscaping, LLC in anticipation of your concurrence with our recommendation. There are requirements listed on the Notice of Award that Jake's Excavating and Landscaping, LLC will need to fulfill prior to completion of the award process. These requirements include providing

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April 27, 2022

bonds and insurance certificates and a signed Agreement. If you award the project to Jake's Excavating and Landscaping, LLC, please sign all three (3) copies of the Notice of Award and return them to Coleman Engineering Company. We will distribute the executed documents to the contractor along with other required contractual items. When the contract is complete, we will provide you with a fully executed set of Contract Documents.

Please contact Jeff Sjoquist, PE, or myself if you have any questions or require additional information.

Sincerely,

COLEMAN ENGINEERING COMPANY



Michael Graham
Project Manager

Enclosure
CEC Project #211084

Bid Tabulation
City of Ironwood - 2022 Sewer and Water Project
Bid Date: April 26, 2022 10:00 a.m.

Base Bid Items				F.A. Industrial		Jake's Excavating		Ruotsala Concrete Construction, LLC		Snow Country Contracting	
Item No.	Item Description	Unit	Total Quantity	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total
1	6-inch Watermain	LF	80	\$ 74.50	\$ 5,960.00	\$ 68.00	\$ 5,440.00	\$ 55.00	\$ 4,400.00	\$ 83.64	\$ 6,691.20
2	8-inch Watermain	LF	1530	\$ 77.80	\$ 119,034.00	\$ 74.00	\$ 113,220.00	\$ 70.00	\$ 107,100.00	\$ 87.72	\$ 134,211.60
3	8-inch Gate Valve and Box	EA	7	\$ 3,020.00	\$ 21,140.00	\$ 2,520.00	\$ 17,640.00	\$ 4,000.00	\$ 28,000.00	\$ 2,005.93	\$ 14,041.51
4	8" x 8" x 6" Tee	EA	5	\$ 685.00	\$ 3,425.00	\$ 780.00	\$ 3,900.00	\$ 800.00	\$ 4,000.00	\$ 462.00	\$ 2,310.00
5	8" x 8" x 8" Tee	EA	2	\$ 780.00	\$ 1,560.00	\$ 815.00	\$ 1,630.00	\$ 800.00	\$ 1,600.00	\$ 594.00	\$ 1,188.00
6	8" x 8" x 8" x 8" Cross	EA	1	\$ 1,111.00	\$ 1,111.00	\$ 1,150.00	\$ 1,150.00	\$ 1,000.00	\$ 1,000.00	\$ 704.00	\$ 704.00
7	8" x 6" Reducer	EA	4	\$ 393.00	\$ 1,572.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 352.00	\$ 1,408.00
8	6-inch Bend	EA	8	\$ 490.00	\$ 3,920.00	\$ 525.00	\$ 4,200.00	\$ 500.00	\$ 4,000.00	\$ 297.00	\$ 2,376.00
9	8-inch Bend	EA	2	\$ 653.00	\$ 1,306.00	\$ 550.00	\$ 1,100.00	\$ 500.00	\$ 1,000.00	\$ 387.75	\$ 775.50
10	Connect to Ex. 6" Watermain	EA	4	\$ 1,825.00	\$ 7,300.00	\$ 750.00	\$ 3,000.00	\$ 1,500.00	\$ 6,000.00	\$ 1,465.75	\$ 5,863.00
11	Connect to Ex. 8" Watermain	EA	1	\$ 1,935.00	\$ 1,935.00	\$ 1,100.00	\$ 1,100.00	\$ 2,000.00	\$ 2,000.00	\$ 1,578.50	\$ 1,578.50
12	1-inch Corporation Stop	EA	31	\$ 390.00	\$ 12,090.00	\$ 400.00	\$ 12,400.00	\$ 500.00	\$ 15,500.00	\$ 175.25	\$ 5,432.75
13	1-inch Curb Stop and Box	EA	31	\$ 325.00	\$ 10,075.00	\$ 390.00	\$ 12,090.00	\$ 500.00	\$ 15,500.00	\$ 318.72	\$ 9,880.32
14	1-inch Type K Copper Water Service (City Side)	LF	1260	\$ 42.60	\$ 53,676.00	\$ 36.00	\$ 45,360.00	\$ 50.00	\$ 63,000.00	\$ 31.38	\$ 39,538.80
15	1-inch Type K Copper Water Service (Private Side)	LF	710	\$ 48.60	\$ 34,506.00	\$ 39.00	\$ 27,690.00	\$ 50.00	\$ 35,500.00	\$ 38.38	\$ 27,249.80
16	1 1/2 - inch Corporation Stop	EA	1	\$ 850.00	\$ 850.00	\$ 875.00	\$ 875.00	\$ 800.00	\$ 800.00	\$ 359.70	\$ 359.70
17	1 1/2 - inch Curb Stop and Box	EA	1	\$ 560.00	\$ 560.00	\$ 675.00	\$ 675.00	\$ 800.00	\$ 800.00	\$ 599.50	\$ 599.50
18	1 1/2 - inch Type K Copper Water Service	LF	30	\$ 73.00	\$ 2,190.00	\$ 60.00	\$ 1,800.00	\$ 75.00	\$ 2,250.00	\$ 92.95	\$ 2,788.50
19	Water Service - Interior Plumbing Connection	EA	15	\$ 550.00	\$ 8,250.00	\$ 500.00	\$ 7,500.00	\$ 700.00	\$ 10,500.00	\$ 786.50	\$ 11,797.50
20	6" x 12" Grade Offset Adapter	EA	2	\$ 675.00	\$ 1,350.00	\$ 750.00	\$ 1,500.00	\$ 1,300.00	\$ 2,600.00	\$ 745.25	\$ 1,490.50
21	6-inch Ductile Iron Hydrant Lead	LF	80	\$ 84.00	\$ 6,720.00	\$ 60.00	\$ 4,800.00	\$ 50.00	\$ 4,000.00	\$ 67.55	\$ 5,404.00
22	Fire Hydrant Assembly	EA	5	\$ 7,630.00	\$ 38,150.00	\$ 6,690.00	\$ 33,450.00	\$ 7,500.00	\$ 37,500.00	\$ 6,572.50	\$ 32,862.50
23	Salvage Existing Hydrant	EA	2	\$ 312.00	\$ 624.00	\$ 250.00	\$ 500.00	\$ 100.00	\$ 200.00	\$ 264.00	\$ 528.00
24	8" SDR 35 PVC Gravity Sewer	LF	1460	\$ 59.60	\$ 87,016.00	\$ 43.00	\$ 62,780.00	\$ 70.00	\$ 102,200.00	\$ 68.62	\$ 100,185.20
25	18" SDR 35 PVC Gravity Sewer	LF	40	\$ 213.00	\$ 8,520.00	\$ 105.00	\$ 4,200.00	\$ 100.00	\$ 4,000.00	\$ 141.71	\$ 5,668.40
26	4' Dia. Stand. San MH & Cover	VF	52.2	\$ 525.00	\$ 27,405.00	\$ 452.00	\$ 23,594.40	\$ 500.00	\$ 26,100.00	\$ 585.17	\$ 30,545.87
27	Connect to Ex Sanitary Sewer	EA	3	\$ 1,540.00	\$ 4,620.00	\$ 650.00	\$ 1,950.00	\$ 1,000.00	\$ 3,000.00	\$ 577.50	\$ 1,732.50
28	6" SDR 35 PVC Sewer Lateral	LF	1140	\$ 42.60	\$ 48,564.00	\$ 37.50	\$ 42,750.00	\$ 65.00	\$ 74,100.00	\$ 35.69	\$ 40,686.60
29	Connect to Ex Sewer Lateral	EA	32	\$ 170.00	\$ 5,440.00	\$ 150.00	\$ 4,800.00	\$ 250.00	\$ 8,000.00	\$ 321.75	\$ 10,296.00
30	6"x 8" Sanitary Sewer Wye	EA	32	\$ 200.00	\$ 6,400.00	\$ 185.00	\$ 5,920.00	\$ 200.00	\$ 6,400.00	\$ 330.69	\$ 10,582.08
31	12-inch HDPE Storm Sewer	LF	1020	\$ 47.50	\$ 48,450.00	\$ 33.85	\$ 34,527.00	\$ 50.00	\$ 51,000.00	\$ 43.50	\$ 44,370.00
32	12-inch RCP Storm Sewer	LF	73	\$ 61.70	\$ 4,504.10	\$ 50.00	\$ 3,650.00	\$ 60.00	\$ 4,380.00	\$ 79.35	\$ 5,792.55
33	18-inch RCP Storm Sewer	LF	15	\$ 71.70	\$ 1,075.50	\$ 60.00	\$ 900.00	\$ 65.00	\$ 975.00	\$ 99.59	\$ 1,493.85
34	24-inch RCP Storm Sewer	LF	35	\$ 90.00	\$ 3,150.00	\$ 74.00	\$ 2,590.00	\$ 75.00	\$ 2,625.00	\$ 105.69	\$ 3,699.15
35	Storm Sewer Catch Basin 2' Dia.	EA	5	\$ 2,676.00	\$ 13,380.00	\$ 2,350.00	\$ 11,750.00	\$ 2,000.00	\$ 10,000.00	\$ 1,523.50	\$ 7,617.50
36	Storm Sewer Manhole 4' Dia.	EA	6	\$ 3,615.00	\$ 21,690.00	\$ 3,350.00	\$ 20,100.00	\$ 3,500.00	\$ 21,000.00	\$ 2,355.83	\$ 14,134.98
37	Connect to Ex Storm Sewer	EA	3	\$ 905.00	\$ 2,715.00	\$ 650.00	\$ 1,950.00	\$ 500.00	\$ 1,500.00	\$ 453.20	\$ 1,359.60
38	Drainage Structure Cover	EA	1	\$ 1,167.00	\$ 1,167.00	\$ 900.00	\$ 900.00	\$ 650.00	\$ 650.00	\$ 1,287.00	\$ 1,287.00
39	Video Taping Sanitary, Storm, and Culvert Pipe	LF	2643	\$ 3.00	\$ 7,929.00	\$ 2.75	\$ 7,268.25	\$ 3.00	\$ 7,929.00	\$ 2.40	\$ 6,343.20
40	Non-Structural Flowable Fill	CY	20	\$ 163.00	\$ 3,260.00	\$ 100.00	\$ 2,000.00	\$ 200.00	\$ 4,000.00	\$ 341.00	\$ 6,820.00
41	Excavation, Earth	CY	1600	\$ 13.83	\$ 22,128.00	\$ 9.75	\$ 15,600.00	\$ 20.00	\$ 32,000.00	\$ 14.94	\$ 23,904.00
42	Excavation, Rock	CY	200	\$ 98.41	\$ 19,682.00	\$ 0.01	\$ 2.00	\$ 10.00	\$ 2,000.00	\$ 33.00	\$ 6,600.00
43	Subgrade Undercutting, Type I	CY	750	\$ 34.89	\$ 26,167.50	\$ 23.00	\$ 17,250.00	\$ 5.00	\$ 3,750.00	\$ 45.47	\$ 34,102.50
44	Special Backfill	CY	100	\$ 21.47	\$ 2,147.00	\$ 16.00	\$ 1,600.00	\$ 25.00	\$ 2,500.00	\$ 41.14	\$ 4,114.00
45	Stone Refill (MDOT 6A)	CY	50	\$ 38.00	\$ 1,900.00	\$ 28.00	\$ 1,400.00	\$ 40.00	\$ 2,000.00	\$ 35.31	\$ 1,765.50
46	Curb and Gutter, Rem	LF	3145	\$ 2.00	\$ 6,290.00	\$ 3.00	\$ 9,435.00	\$ 5.00	\$ 15,725.00	\$ 1.99	\$ 6,258.55
47	Sidewalk, Removal	SY	939	\$ 3.90	\$ 3,662.10	\$ 3.25	\$ 3,051.75	\$ 6.00	\$ 5,634.00	\$ 8.77	\$ 8,235.03
48	Utility Exploration	EA	25	\$ 312.00	\$ 7,800.00	\$ 150.00	\$ 3,750.00	\$ 100.00	\$ 2,500.00	\$ 159.28	\$ 3,982.00
49	Subbase, CIP	CY	100	\$ 20.96	\$ 2,096.00	\$ 20.00	\$ 2,000.00	\$ 25.00	\$ 2,500.00	\$ 31.57	\$ 3,157.00
50	Aggregate Base, 4 inch	SY	705	\$ 3.77	\$ 2,657.85	\$ 4.00	\$ 2,820.00	\$ 6.00	\$ 4,230.00	\$ 3.84	\$ 2,707.20
51	Aggregate Base, 9 inch	SY	4960	\$ 8.18	\$ 40,572.80	\$ 6.60	\$ 32,736.00	\$ 10.00	\$ 49,600.00	\$ 7.83	\$ 38,836.80
52	Aggregate Surface Cse, 9 inch	SY	141	\$ 13.00	\$ 1,833.00	\$ 13.75	\$ 1,938.75	\$ 8.00	\$ 1,128.00	\$ 9.16	\$ 1,291.56
53	HMA (4EML, Leveling, 220#/syd)	SY	4500	\$ 13.20	\$ 59,400.00	\$ 11.50	\$ 51,750.00	\$ 12.00	\$ 54,000.00	\$ 12.62	\$ 56,790.00
54	HMA (5EML, Surface, 165#/syd)	SY	4500	\$ 10.40	\$ 46,800.00	\$ 7.45	\$ 33,525.00	\$ 8.50	\$ 38,250.00	\$ 8.22	\$ 36,990.00
55	HMA (5EML, Driveway, 275#/syd)	SY	1336	\$ 20.80	\$ 27,788.80	\$ 18.50	\$ 24,716.00	\$ 21.00	\$ 28,056.00	\$ 22.54	\$ 30,113.44
56	Curb and Gutter, Conc, Det C-2	LF	3145	\$ 24.68	\$ 77,618.60	\$ 23.50	\$ 73,907.50	\$ 20.00	\$ 62,900.00	\$ 31.03	\$ 97,589.35
57	Sidewalk, Concrete, 4 inch	SF	6793	\$ 7.60	\$ 51,626.80	\$ 8.30	\$ 56,381.90	\$ 10.00	\$ 67,930.00	\$ 8.17	\$ 55,498.81
58	Driveway, Non-reinf. Concrete, 6 inch	SY	545	\$ 78.05	\$ 42,537.25	\$ 75.50	\$ 41,147.50	\$ 100.00	\$ 54,500.00	\$ 86.43	\$ 47,104.35
59	Detectable Warning Surface	LF	45	\$ 57.75	\$ 2,598.75	\$ 55.00	\$ 2,475.00	\$ 100.00	\$ 4,500.00	\$ 60.50	\$ 2,722.50
60	Slope Restoration, Type A	SY	4210	\$ 5.06	\$ 21,302.60	\$ 2.90	\$ 12,209.00	\$ 2.00	\$ 8,420.00	\$ 4.12	\$ 17,345.20
61	Insulation Board, 2-Inch	SF	920	\$ 2.80	\$ 2,576.00	\$ 1.75	\$ 1,610.00	\$ 2.00	\$ 1,840.00	\$ 1.88	\$ 1,729.60
62	Tree Removal, 12 inch or larger	EA	5	\$ 672.00	\$ 3,360.00	\$ 1,000.00	\$ 5,000.00	\$ 500.00	\$ 2,500.00	\$ 784.30	\$ 3,921.50
63	Traffic Control	LS	1	\$ 43,585.00	\$ 43,585.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 16,934.50	\$ 16,934.50
64	Erosion Control, Silt Fence	LF	100	\$ 3.00	\$ 300.00	\$ 4.60	\$ 460.00	\$ 5.00	\$ 500.00	\$ 1.98	\$ 198.00
65	Erosion Control, Inlet Protection, Fabric Drop	EA	18	\$ 125.00	\$ 2,250.00	\$ 60.00	\$ 1,080.00	\$ 100.00	\$ 1,800.00	\$ 72.42	\$ 1,303.56
66	Temporary Driveway, Gogebic Range Bank	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00	\$ 2,941.40	\$ 2,941.40
TOTAL BID AMOUNT					\$ 1,152,269.65		\$ 946,995.05		\$ 1,140,372.00		\$ 1,107,830.01

NOTE: The cell highlighted in yellow had a math error on the written Bid Form. The cell has been corrected as per the contract bidding documents and the tabulation is written for the correct amount.

City of Ironwood
2022 Utility Project
Bid Opening Compliance
April 26, 2022 at 10:00am CST

Company	Bid Form	Bid Bond	Addenda #1	List of Subs	Total Base Bid	Comments
FA Industrial Services	✓	✓	✓	✓	1,152,029.65	
Jake's Excavating	✓	✓	✓	✓	946,995.05	
Ruotsala Construction, LLC	✓	✓	✓	✓	1,140,372.00	
Snow Country Contracting	✓	✓	✓	✓	1,107,830.01	

City of Ironwood Witnesses		
Print Name	Signature	
1) Wendy L. Hagstrom	Wendy L. Hagstrom	
2) Scott Erickson	Scott Erickson	
3) Robert R. Richards	Robert R. Richards	

NOTICE OF AWARD

Date of Issuance:

Owner: The City of Ironwood
Owner's Contract No.:
Engineer: Coleman Engineering Company
Engineer's Project No.: 211084
Project: 2022 Sewer and Water Project
Contract Name: 2022 Sewer and Water Project
Bidder: Jake's Excavating and Landscaping, LLC
Bidder's Address: N10633 Lake Road, Ironwood, MI 49938

TO BIDDER:

You are notified that Owner has accepted your Bid dated April 26, 2022 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

City of Ironwood – 2022 Sewer and Water Project.

The Contract Price of the awarded Contract is: \$ 946,995.05

[3] unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner [3] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): Insurance Certificates as required in the Contract.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: The City of Ironwood

Authorized Signature

By: _____

Title: _____

Copy: Engineer

EQUIPMENT STORAGE AGREEMENT

THIS AGREEMENT is made and entered into on this 9th day of May, 2022, between THE CITY OF -IRONWOOD, a Michigan municipality, whose address is 213 S. Marquette Street, Ironwood, MI 49938 ("City"), and MICHIGAN'S WESTERN GATEWAY TRAIL AUTHORITY, whose address is 411 South Sophie Street, Bessemer, MI 49911, on the following terms and conditions:

1. *Equipment to Be Stored.* Authority owns a tractor with accessories (the "Equipment") to mow and maintain that portion of the Iron Belle Trail located in Gogebic County, MI. The Equipment is more particularly described as follows: Kubota Tractor/Mower.

2. *Term.* The term of this Agreement (the "Term") shall be from day to day commencing on May 9, 2022, and to continue in full force and effect unless terminated with a 30-day notice by either party.

3. *Use of Equipment.* Authority shall have exclusive use of Equipment.

4. *Insurance and Indemnity.*

(a) Authority shall, at its sole cost and expense, procure and maintain in full force and effect during the Term, comprehensive public liability and property damage insurance for claims of personal injury, death or property damage occurring in, about or as a result of the use of the Equipment.

(b) Authority shall indemnify and hold City harmless from all claims, demands, actions, losses, damages and liabilities and all fees, costs, and expenses (including reasonable attorneys' fees) relating to or in any way arising from the use of the Equipment, from any cause whatsoever.

(c) Authority shall carry insurance coverage insuring against damage to or loss of the Equipment, with full risk of damage or loss remaining on the Authority, regardless of the cause of said risk or loss.

6. *Storage and Maintenance.* City agrees to store and maintain the Equipment in good and sanitary order, condition, and repair at no cost to the Authority except for parts and will deliver the same to Authority at the expiration of the Term in as good a condition as when received, except for reasonable use and wear thereof.

7. *Headings.* The headings contained herein are for the convenience of the parties and are not to be used in construing this Agreement.

8. *Choice of Law; Invalidity of Terms.* This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan that are applicable to leases made and to be performed in that state. The invalidation of one or more Lease terms shall not affect the validity of the remaining terms.

9. *Amendment.* This Agreement represents the entire agreement between the parties. It may not be amended, altered, or modified except by a writing signed by the party against whom enforcement of any waiver, change, modification, or discharge is sought.

In witness whereof, the parties have executed this Agreement on the day and year first above written.

THE CITY OF IRONWOOD

By: _____

Scott Erickson

Its: City Manager

STATE OF MICHIGAN)
) ss
COUNTY OF GOGEBIC)

The foregoing instrument was acknowledged before me on May 9, 2022 by SCOTT ERICKSON, City Manager for THE CITY OF IRONWOOD, a Michigan municipality, on behalf of the municipality.

Wendy Lynne Hagstrom, Notary Public
Gogebic County, Michigan
My commission expires:11-18-2028

**Michigan's Western Gateway
Trail Authority**

By: _____

Its:

STATE OF MICHIGAN)
) ss
COUNTY OF GOGEBIC)

The foregoing instrument was acknowledged before me on _____

by _____, of _____

_____, on behalf of Michigan's Western
Gateway Trail Authority.

_____, Notary Public

Gogebic County, Michigan
My commission expires: _____



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • ENVIRONMENTAL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440

April 20, 2022

Mr. Scott Erickson, City Manager
City of Ironwood
213 S. Marquette Street
Ironwood, MI 49938

Re: Professional Engineering Services
Hemlock Street MDOT Small Urban Project 2023

Dear Mr. Erickson:

Coleman Engineering Company (CEC) appreciates the opportunity to submit this proposal for professional engineering services on the upcoming Hemlock Street Small Urban Reconstruction Project Between US-2 and Sunnyside Avenue in the City of Ironwood (City).

CEC understands that the project is being funded through the Michigan Department of Transportation (MDOT) Small Urban program in the 2023 MDOT fiscal year. The project consists of the complete reconstruction of Hemlock Street beginning at the north right-of-way of US-2 and continuing north a distance of approximately 1,300 feet to the intersection of Sunnyside Avenue. Reconstruction work will include the complete replacement of curb and gutter, aggregate base and the existing HMA surface.

Sidewalk will be replaced along the length of the route with curb ramp upgrades at each intersection. Storm sewer replacement will be completed at each intersection to adjust drainage patterns to meet the new roadway design.

Water main and sanitary sewer replacement will be completed at the direction of the City. This will include complete replacement of the existing sewer and water main. The existing sewer main is approximately one block of clay tile, one block of Orangeburg and two blocks of PVC originating in the 1980s. The existing water main is 6-inch cast iron. Water main is anticipated to be 8-inch and sanitary sewer will be 8- and 10-inch. Existing galvanized water service lines will be replaced along the project route as part of the project.

CEC will undertake the following tasks to complete this project:

Roadway Design

- Meet with City representatives to finalize the project scope and delivery schedule;
- Perform a topographic survey of the project scope area within the Hemlock Street right-of-way;
- Perform four soil borings to a depth of 10 feet to determine bedrock depth. Boring logs will be provided. A geotechnical report will not be provided.
- Prepare and submit the Program Application to MDOT;
- Prepare a plan set with sufficient detail, as defined by MDOT, which will include a title sheet, typical section(s), note sheets and sheets identifying quantities of pay items at various stations;
- Prepare a cost estimate with MERL Project Estimator;
- Prepare other MDOT bidding documents, including Special Provisions (if necessary), Progress Clause and Coordination Clauses;
- Submit all information to MDOT and schedule a Grade Inspection Meeting;
- Conduct the Grade Inspection Meeting with City and MDOT representatives; and
- Prepare a Soil Erosion and Sedimentation Control (SESC) Permit application.

Water and Sewer Design

- Prepare plan and profile sheets depicting utility replacement work throughout the project area; and
- Prepare and submit permits for sanitary sewer and water main construction to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for utility construction.

Construction Phase

- Facilitate a pre-construction meeting with the Contractor and prepare minutes;
- Required materials testing per MDOT specifications;
- Responsible for daily inspection and reports;
- Provide construction staking services for the duration of the project;
- Preparation of pay estimates, work orders and contract modifications in FieldManager™. This work will be accomplished by a Certified Office Technician as required by MDOT;
- Conduct a final project inspection and provide required paperwork to MDOT; and
- Provide the City with as-constructed drawings of the project.

Fees

CEC proposes to provide professional engineering services for a not-to-exceed fee of \$149,100 for roadway design and inspection. CEC further proposes to provide professional engineering services for a not-to-exceed fee of \$26,250 for sanitary sewer and water main design and inspection.

Assumptions

- Construction of this project will be started in the Summer of 2024; and
- Tree removal, if required, will be completed by the City.

If you accept this proposal, please endorse the attached Work Order and return a copy to our office. Please retain a copy for your records. Once again, we would like to thank the City of Ironwood for this opportunity.

Sincerely,

COLEMAN ENGINEERING COMPANY

A handwritten signature in black ink, appearing to read "Jeff Sjoquist", is written over the company name.

Jeff Sjoquist, P.E.
Principal

JS/map

Attachments

AGREEMENT NO. 200575
PROJECT NO. 220303
WORK ORDER NO. 220303-01

EXHIBIT "A"
WORK ORDER

COLEMAN ENGINEERING COMPANY and its directors, officers, shareholders, employees, agents, affiliates, independent professional associates, consultants and subcontractors, as the case may be, (collectively, "COLEMAN") agree to perform for CLIENT, on this specific Project, the Services described below. The services shall be performed subject to and upon the terms and conditions set forth in the Professional Services Agreement (the "Agreement") dated August 18, 2020, by and between COLEMAN and CLIENT, which Agreement is hereby amended to incorporate this Work Order.

It is agreed that this Agreement, and such other documents required by it during the term of this Agreement, may be approved by a signed copy transmitted by fax or .pdf copy containing all signatures in lieu of the original signed copy, and that a copy transmitted by fax or .pdf shall be legally binding upon the parties to said Agreement(s)."

PROJECT: Hemlock Street MDOT Small Urban Project 2023
Professional Engineering Services

SERVICES: As described in our proposal letter dated April 20, 2022, a copy of which is attached and made part of this contract.

FEES: Services will be completed for a not to exceed fee of \$175,350.00 for the scope of work, the assumptions and the conditions set forth in our proposal dated April 20, 2022, a copy of which is attached and made part of this contract.

Please understand that services will be invoiced on a time and materials basis using our current standard fee schedule(s) and that our estimate of cost is based on our current understanding of the project requirements and the level of effort needed to complete the services. We will make every effort to not exceed our estimate but if the scope of services and the associated assumptions or conditions of our estimate change, we will need to discuss how the changes will affect our estimate. Out of scope services will not be completed until our estimate is adjusted and approved. In addition, if our understanding of the service changes, we will also cease work until we discuss and agree to proceed.

SPECIAL TERMS AND CONDITIONS:

During completion of this work, Coleman Engineering Company will not accept responsibility for the safety of individuals other than Coleman Engineering Company employees.

AUTHORIZATION

This Work Order and the scope of services (the "Services") defined herein are approved and COLEMAN is hereby directed and authorized to proceed with the Services for the designated Project in accordance with the terms and conditions of the above-referenced Agreement.

Requested By:

Accepted By:

CITY OF IRONWOOD

COLEMAN ENGINEERING COMPANY

By: Scott Erickson

By: Jeff Sjoquist, P.E.

Title: City Manager

Title: Principal

Date: _____

Date: April 20, 2022

