

**BIG RAPIDS CHARTER TOWNSHIP BOARD
SPECIAL MEETING – TUESDAY MAY 8, 2018 AT 6:30 P.M.
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.
BIG RAPIDS, MI 49307**

AGENDA

**CALL TO ORDER: 6:30 p.m. ROLL CALL: __ Stanek, __ Fountain, __ Currie,
__ Bean, __ Everett, __ Geib, __ Williams. Pledge of Allegiance.**

Special meeting requested by Supervisor Stanek

**THE PURPOSE OF THIS SPECIAL MEETING IS CONSIDER APPROVAL OF
REPLACING VENLO CONTROL SYSTEM AND APPROVAL OF Highbanks
PARK RESTROOM BIDS.**

PUBLIC COMMENT:

- 1. Replacement of Control System at Venlo Lift Station:**
- 2. Highbanks Park Restroom Bids:**

ADJOURNMENT:

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Rene Fountain, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, Mi 49307- call 231 796 3603 or fax request to 231 796 2533.



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

May 2, 2018

Mr. Bill Stanek
Big Rapids Twp.
14212 Northland Dr.
Big Rapids, MI 49307

RE: Venlo Lift Station

Dear Bill,

As mentioned in our April report, the Control System at the Venlo Lift Station needs to be replaced/upgraded. Our pricing to replace the Venlo Control System and Add a Backup Float System is \$10,766.00. Parts have a lead time of 1-2 weeks. Please confirm you would like us to proceed. Let us know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Derek Larson', written in a cursive style.

Derek Larson
Northwest Kent Mechanical Co.

Specs for Park Restroom Renovation

Location: Highbanks Park, Arrowhead Ln, Big Rapids, MI 49307

Contact Grounds Manager Brandon Maneke with questions in relation to the project.

Office# (231) 796-6969

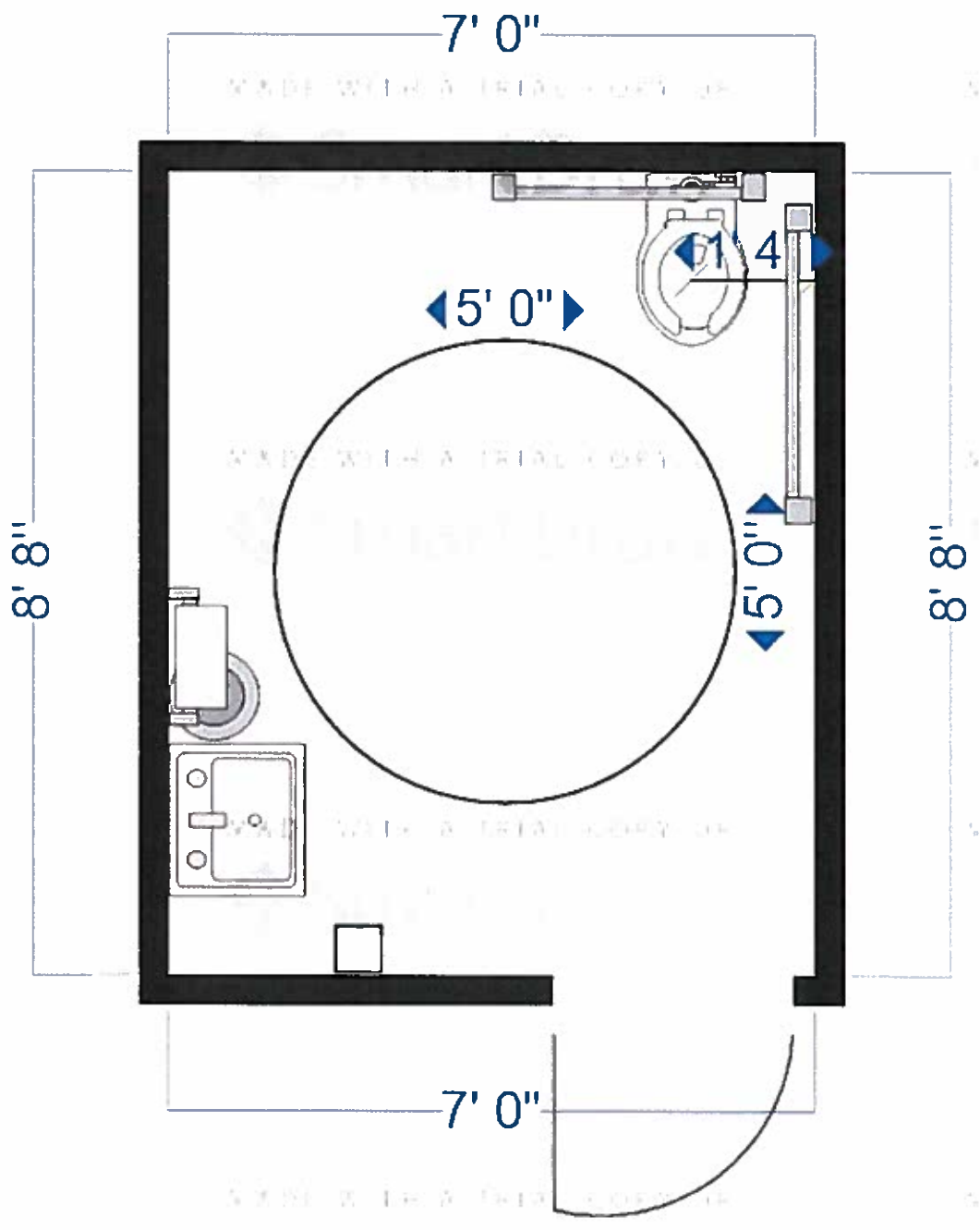
Cell# (231) 912-1359

Email: grounds@bigrapidstownship.net

- The building is of block construction.
- Exterior doors must be widened to ADA minimum of no less than 32 inches clear space with door open at 90°.
- Installation of new ADA compliant toilets, one (1) per restroom, with a seat height between 17-19 inches tall. Commercial seat required. No lid.
- Installation of new ADA compliant sinks, one (1) per restroom, with knee clearance of 24 inches minimum, and maximum height of 31 inches.
- Installation of grab bars per ADA requirement. Including two (2) horizontal and one (1) vertical.
- Demolition of existing stall dividers that are of block construction. Establish all required turning radiuses without obstruction.
- Remove one (1) toilet from women's restroom and cap drain.
- Concrete floor to have epoxy finish
- Walls to be repainted
- Install mirrors, one (1) per sink
- Install paper towel dispensers. – Operable reach height to be 44 inches from floor
- Install soap dispensers. – Operable reach height to be 44 inches from floor
- Install double roll toilet paper dispensers. One (1) per restroom. Measurements per ADA standard.
- Install steel reinforced doors with dead-lock. Doors are to have outward swing.

All bids must include cleanup of all materials from any demolition. Further, bids must include the cost of a porta-john to be at the park during construction; and also include all permits associated with project.

Work must be completed on or before Wednesday July, 4th 2018.



Steve Jones

Construction, Inc.

General Contractors

Since 1965

April 26, 2018

Brandon Maneke
Big Rapids Township
14212 Northland Drive
Big Rapids, MI 49307

Re: Park Restroom Renovation
Highbanks Park

We propose to furnish labor, material and equipment necessary to complete this project in accordance with specifications provided for the sum of:

Sixteen Thousand One Hundred Thirty-one and no/100-----Dollars
(\$16,131.00)

Note:

When at the site, I noticed a 4" plumbing vent in the dividing wall that is being removed; that is not included in the above total. If we need to relocate the vent, it will be done on a time and material basis.

Respectfully,



Joseph Bentley





JONES-1

OP ID: NN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Schuberg Agency, Inc. 107 N. Michigan Ave. Big Rapids, MI 49307 Diane Leichy	231-798-5881	CONTACT NAME: Rex C. Schuberg C.I.C. PHONE (A/C, No, Ext): 231-798-5881 FAX (A/C, No): E-MAIL ADDRESS: rex@schubergagency.com
	INSURER(S) AFFORDING COVERAGE	
INSURED Steve Jones Construction Co. 1216 Maple Street Big Rapids, MI 49307	INSURER A: Auto-Owners/Home-Owners	NAIC # 26638
	INSURER B: Auto-Owners Insurance	18988
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE	TYPE OF INSURANCE	AGGREGATE LIMIT	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> SUBJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		16459971 17	07/08/2017	07/08/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		4245997102	07/08/2017	07/08/2018	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LMB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10000		4245997101	07/08/2017	07/08/2018	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	16005446	07/08/2017	07/08/2018	PER STATUTE OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYER \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Contractors - Subcontracted work - In connection w/bldg

CERTIFICATE HOLDER BIGRAP3 Big Rapids Township 14212 Northland Drive Big Rapids, MI 49307	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Diane Leichy <i>Diane Leichy</i>
--	---



CONSTRUCTION CO., INC.
 415 S MORSE STREET
 REED CITY, MI 49677

RECEIVED
 4/27/18

8:59 am
 RF

Proposal

04/27/18

Quality Commercial & Industrial Construction
 Family Owned & Operated
 Over 50 Years

Description	Amount
-------------	--------

Estimate: 572 BR Highlands Park

We propose to supply material and labor to complete the following:

17,150.00

Renovation of two public restrooms for Big Rapids Township at Highbanks Park. Demo of existing partition walls and fixtures. Installation of new bathroom fixtures to include ADA compliant sinks & toilets. Additional fixtures to include grab/hand bars, mirrors, soap/towel/toilet paper dispensers. Additionally, the floors and walls will be repainted.

- Demo/Install of partition walls and new doors: \$6,900
- New plumbing and fixtures: \$3,200
- New additional fixtures: \$2,050
- Existing walls and floors painted: \$4,400
- Site trash removal dumpster: \$600

Grand Total:	17,150.00
---------------------	------------------

Notes:



GERBE-1

OP ID: MR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MOURER-FOSTER, INC. 615 N. CAPITOL AVE. LANSING, MI 48933 JOHN T. FOSTER	CONTACT NAME: JOHN T. FOSTER PHONE (A/C, No, Ext): 517-371-2300 FAX (A/C, No): E-MAIL ADDRESS: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Employers Mutual Co</td> <td>21415</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Employers Mutual Co	21415	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Employers Mutual Co	21415														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															
INSURED Gerber Construction Co., Inc. 415 South Morse Street Reed City, MI 49677															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			5D72789	07/31/2017	07/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			5E72789	07/31/2017	07/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			5J72789	07/31/2017	07/31/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	5H72789	07/31/2017	07/31/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L. EACH ACCIDENT \$ 500,000 E L. DISEASE - EA EMPLOYEE \$ 500,000 E L. DISEASE - POLICY LIMIT \$ 500,000
A	Property Section			5A72789	07/31/2017	07/31/2018	
A	Equipment Floate			5C72789	07/31/2017	07/31/2018	L & R 75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

FYOURIN FOR YOUR INFORMATION	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

© 1988-2014 ACORD CORPORATION. All rights reserved.

Big Rapids Charter Township will be accepting sealed bids for the renovation of two restrooms at Highbanks Park until 9:00 a.m. April 27, 2018. Bids will be accepted by the Township Clerk at 14212 Northland Dr., Big Rapids, MI 49307. Specifications are available at the township offices, or on the website (bigrapidstowship.net). For questions contact Brandon Maneke 231-796-6969. Big Rapids Charter Township reserves the right to accept or reject all or any bids or to waive informalities, and award the bid in any manner deemed to be in the best interest of the Township. Bids must include proof of liability and workman's compensation insurance.